

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 24, 2016 AT THE BURR RIDGE POLICE DEPARTMENT, TRAINING ROOM, 7700 COUNTY LINE ROAD, VILLAGE OF BURR RIDGE, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 6:30 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those present at roll call were Mayor Frank Trilla, Village Clerk Leroy Hansen, Trustees Sue Berglund, Umberto Davi, Terrence Kelly, Michael Mistele, Gayle Neal, and Paul Oggerino.

ABSENT: None

Also present were Village Attorney Michael R. Durkin, Village Administrator Timothy Halik, Director of Finance Carrie Dittman, Chief Mark Shelton, Deputy Chief Robert Schaller, Assistant to the Village Administrator Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Deputy Clerk Stuchl to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - October 10, 2016 (APPROVE)
- c. Warrants - \$401,974.51 (APPROVE)
- d. Motion - Motion to Approve Application for a License to Hold a Raffle - DuPage Juvenile Officers Association (APPROVE)
- e. Report - Annual Pension Board Pension Fund Report (RECEIVE)
- f. Proclamation - A Proclamation Recognizing the Week of October 23 - 29, 2016 as National Lead Poisoning

Prevention Week Within the Village of Willowbrook  
(APPROVE)

- g. Proclamation - A Proclamation Recognizing November 17, 2016 as "World Pancreatic Cancer Day" Within the Village of Willowbrook (APPROVE)

Mayor Trilla asked the Board if there were any items to be removed from the Omnibus Vote Agenda. Trustee Davi requested that Item 5e be removed for separate vote.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to approve the Omnibus Vote Agenda as amended.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

#### NEW BUSINESS

##### 6. DELINQUENT WATER BILLS

Administrator Halik advised that there were six (6) delinquent water bills. Staff requested authorization to proceed in accordance with past practices, which was granted.

##### 7. MOTION - MOTION TO APPROVE FISCAL YEAR 2015/16 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AND MANAGEMENT LETTER

Director Dittman advised that in the Board packet are excerpts of the Annual Audit that was prepared. Highlights included:

- The Village received again this year an unqualified clean opinion on its financial statements. This is the highest level of opinion that the Village can receive. The CAFR will again be submitted to the Government Financial Association for consideration of a Certificate of Achievement for excellence in financial reporting. If successful, this will be the 28<sup>th</sup> year in row for receiving this award.
- General Fund Revenue exceeded budget by \$331,373 or 4.05%.
- General Fund Expenditures were under budget by \$1,277,938. The major contributing factors were the deferral of the Willow Pond Park project and the conclusion of the Town Center Development Project.
- The net increase in the General Fund's fund balance was \$370,132. The Village's ending General Fund balance for

April 30, 2016 was \$6,040,369, with 276 operating days, which exceeds the Village's targeted amount of days of 120.

Ms. Dittman introduced Scott Termine and Kimberly Marshall from BKD, LLP., auditors for the Village of Willowbrook.

Mr. Termine related that this is the first year the Village had adopted the Governmental Accounting Standards Board (GASB) Statement No. 68. This is the standard that requires the reporting of pension liabilities.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to approve the Fiscal Year 2015/16 Comprehensive Annual Financial Report and Audit Management Letter as presented.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

Roll Call vote commenced on Item 5e from the Omnibus Vote Agenda.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to receive the Annual Pension Board Pension Fund Report as presented.

ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSTENTION: Davi. ABSENT: None.

MOTION DECLARED CARRIED

PRIOR BUSINESS

8. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

9. ATTORNEY'S REPORT

Attorney Durkin had no report.

10. CLERK'S REPORT

Clerk Hansen had no report.

11. ADMINISTRATOR'S REPORT

Administrator Halik had no report.

12. MAYOR'S REPORT

Mayor Trilla had no report.

13. CLOSED SESSION

Mayor Trilla stated that there was no need for Closed Session during tonight's meeting.

14. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund, to adjourn the Regular Meeting at the hour of 6:48 p.m.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

November 14, 2016.

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Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.