

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, APRIL 9, 2007, AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 7:30 p.m. by Village President Gary Pretzer.

2. ROLL CALL

Those present at roll call were Trustees Dennis Baker, Michael Mistele, Paul Schoenbeck, Timothy McMahon and Village President Pretzer. ABSENT: Trustees Michael Brown and Robert Napoli. Also present were Village Clerk Leroy Hansen, Village Attorney Thomas Good, Village Administrator Phil Modaff, Director of Municipal Services Timothy Halik, Director of Finance Sue Stanish, Chief of Police Edward Konstanty and Superintendent of Parks & Recreation Walter Righton.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

President Pretzer asked everyone to join him in saying the pledge of allegiance.

4. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - March 26, 2007 (APPROVE)
- c. Minutes - Executive Session - March 26, 2007 (APPROVE)
- d. Minutes - Budget Workshop - March 26, 2007 (APPROVE)
- e. Warrants - April 9, 2007 - \$65,170.48 (APPROVE)
- f. Monthly Financial Report - March 31, 2007 - \$12,344,673.26 (ACCEPT)
- g. Resignation of Parks and Recreation Commissioner - Patricia Wagner (ACCEPT)
- h. Motion to Approve a Request For Waiver of Permit Fees - West Suburban Shrine Club - April 27-29, 2007 (APPROVE)

President Pretzer asked if any Board member wanted to remove any item(s) from the Omnibus Vote Agenda. No Board member wanted to remove any item(s) from the Omnibus Vote Agenda.

MOTION: Made by Trustee Baker, seconded by Trustee Mistele, to approve the Omnibus Vote Agenda.

ROLL CALL VOTE: AYES: Trustees Baker, Mistele, Schoenbeck and McMahon; NAYS: None; ABSENT: Trustees Brown and Napoli.

MOTION DECLARED CARRIED

NEW BUSINESS

5. VISITOR'S BUSINESS (Public comment is limited to three minutes per person)

Phyllis Zimmer, 6446 Tennessee Avenue, expressed her concern with regard to the storm water that is being directed onto her property.

6. RESOLUTION - A RESOLUTION WAIVING THE COMPETITIVE BIDDING PROCESS AND AUTHORIZING THE PRESIDENT AND VILLAGE CLERK TO EXECUTE A CERTAIN AGREEMENT - PARKWAY TREE TRIMMING PROGRAM - MIDWEST TREE SERVICES

Director Halik advised the Village Board that the FY 06-07 Budget includes funds to conduct a Parkway Tree Trimming Program. The Municipal Services Committee approved the details of the program at its meeting on January 8, 2007. RFP documents were completed and distributed with a deadline to submit proposals of March 30. Midwest Tree Services submitted the lowest qualified proposal in the amount of \$10,051.00. Mr. Halik also noted that one of the program specifications is that of a private participation component outlined in Section II of the contract. The contractor will trim trees on private property at the quoted unit price of \$135 a tree. The Municipal Services Committee reviewed the proposal and recommended the Board adopt the resolution before them this evening.

MOTION: Made by Trustee McMahon, seconded by Trustee Schoenbeck, to adopt Resolution No. 07-R-11.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Mistele, Schoenbeck and McMahon; NAYS: None; ABSENT: Trustees Brown and Napoli.

MOTION DECLARED CARRIED

7. RESOLUTION - A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO EXECUTE A CONTRACT FOR ARCHITECTURAL SERVICES - NEWMAN ARCHITECTURE

Superintendent Righton advised the Village Board that they were presented with an overview of the Community Park Washroom/Concession Facility project on December 11, 2006, which had been reviewed by the Parks and Recreation Commission and the Finance/Administration Committee. At that time, the Board directed the Staff to solicit requests for qualifications and a proposal for final architectural drawings and architectural and engineering services. Newman Architecture had provided pro bono work for the preliminary design of the building at an estimated value of \$7,100. Staff had been very pleased with the work Newman Architecture has provided to date. In addition, Christopher Burke Engineering, Ltd. has graciously offered to provide pro bono services for the remaining engineering services for the project at a value of \$3,000.

The Staff recommended the Village Board adopt the Resolution before them this evening, accepting the proposal by Newman Architecture to provide the architectural services at a cost not to exceed \$9,058.

MOTION: Made by Trustee Mistele, seconded by Trustee Baker, to adopt Resolution No. 07-R-12.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Mistele, Schoenbeck and McMahan; NAYS: None; ABSENT: Trustees Brown and Napoli.

MOTION DECLARED CARRIED

8. RESOLUTION - A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO ENTER IN A CERTAIN AGREEMENT - BR-W GIRLS FASTPITCH ASSOCIATION

Superintendent Righton advised that the Staff had presented an overview to the Village Board at its meeting of December 11, 2006, of the Community Park Washroom/Concession Facility project and the proposed agreement with the Burr Ridge/Willowbrook Girls Fastpitch Association (BR-W). The Parks and Recreation Commission and the Finance/Administration Committee had previously approved Staff's recommendations along with a preliminary review of a financial commitment with BR-W. At the December meeting, the Village Board directed Staff to negotiate

an agreement with Burr Ridge/Willowbrook Softball for the Board's consideration.

At its meeting of March 12, 2007, the Finance/Administration Committee approved Staff's recommendation to proceed with the proposed agreement.

Superintendent Righton provided highlights of the proposed Agreement:

- BR-W will make ten (10) annual payments of \$6,600 due April 1 of each year beginning in 2008.
- BR-W will pay the Village \$1,000 per year or else provide satisfactory maintenance of the concession room and storage rooms.
- The Village will make fields available to BR-W in similar fashion to previous agreements through 2017.
- The Village's share of project is 63% and BR-W's share is 37%.
- If the project comes in under budget, the commitment by the Village and BR-W will be reduced proportionately.
- If the project goes above the budgeted amount, the Board will have the opportunity to reject the bid.
- If the project is not begun by August 30, 2008 the Agreement is null and void.

Staff recommended the Village Board adopt the Resolution before them this evening.

Trustee Mistele inquired as to the cost of the entire project. Superintendent Righton responded the entire cost of the project is budgeted at \$180,000.

Trustee Schoenbeck inquired regarding the exclusivity of the BR-W use the concession area. Administrator Modaff responded that the BR-W will have the exclusive use of the concession area during the times that they have use of the fields.

Deb Stefaniak, president of Burr Ridge/Willowbrook Softball, expressed the association's excitement about the collaborative effort regarding the concession/washroom building. She commented that the Community Park is a beautiful park but it has always lacked a bathroom facility.

MOTION: Made by Trustee Mistele, seconded by Trustee McMahon, to adopt Resolution No. 07-R-13.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Mistele, Schoenbeck and McMahon; NAYS: None; ABSENT: Trustees Brown and Napoli.

MOTION DECLARED CARRIED

9. ORDINANCE - AN ORDINANCE AUTHORIZING THE SALE OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF WILLOWBROOK

Administrator Modaff reported that the Village is continuing its evaluation of seized vehicles through the P.D. Auctions and Ebay opportunities. Although there has been some success to date it has not been enough to make a recommendation on whether this will be the preferred method or stick with DuPage Mayors and Managers auctions. There are three more vehicles the Village would like to get on the market through this method.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Baker, to pass Ordinance No. 07-O-08.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Mistele, Schoenbeck and McMahon; NAYS: None; ABSENT: Trustees Brown and Napoli.

MOTION DECLARED CARRIED

10. RESOLUTION - A RESOLUTION APPOINTING AN AUTHORIZED ALTERNATE DELEGATE TO THE SOUTH CENTRAL DUPAGE BENEFIT POOL ("SCDBP")

Director Stanish informed the Board that she is the delegate representing the Village at the South Central DuPage Benefit Pool meetings and with the resignation of Alan Zordan, a new alternate delegate needs to be named, which would be Phil Modaff.

MOTION: Made by Trustee Baker, seconded by Trustee Schoenbeck, to adopt Resolution No. 07-R-14.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Mistele, Schoenbeck and McMahon; NAYS: None; ABSENT: Trustees Brown and Napoli.

MOTION DECLARED CARRIED

11. DISCUSSION AND MOTION - APPROVAL OF FISCAL YEAR 2007-08 ADMINISTRATIVE BUDGET

Director Stanish presented the FY 2007-08 Draft Budget for the Village Board's approval, which incorporates the items discussed at the March 1 and March 26 budget workshops. In summary there is a projected net surplus of all funds of \$683,423 and an anticipated surplus in the General Fund of \$137,189, which equates to 123 days of operating expenses.

MOTION: Made by Trustee Mistele, seconded by Trustee Baker, to approve the Fiscal Year 2007-08 Administrative Budget.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Mistele, Schoenbeck and McMahon; NAYS: None; ABSENT: Trustees Brown and Napoli.

MOTION DECLARED CARRIED

OLD BUSINESS

12. COMMITTEE REPORTS

Trustee McMahon congratulated the Staff on the great job they did on the budget and the entire budget process. He had no report.

Trustee Baker had no report.

Trustee Mistele had no report.

Trustee Schoenbeck had no report.

13. ATTORNEY'S REPORT

Village Attorney Good had no report.

14. CLERK'S REPORT

Village Clerk Hansen had no report.

15. ADMINISTRATOR'S REPORT

Administrator Modaff distributed envelopes to the Board that included forms for his evaluation. He requested that the forms be completed and returned by May 4 so that the evaluations can be discussed at the May 14 meeting in Executive Session.

15. EXECUTIVE SESSION

There was no need for Executive Session.

16. ADJOURNMENT

MOTION: Made by Trustee McMahon, seconded by Trustee Schoenbeck, to adjourn the meeting at the hour of 7:55 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Mistele, Schoenbeck and McMahon; NAYS: None; ABSENT: Trustees Brown and Napoli.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2007

Village President

Minutes transcribed by Mary Partyka.