

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, SEPTEMBER 26, 2022, AT 5:30 P.M. AT THE WILLOWBROOK POLICE DEPARTMENT TRAINING ROOM, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS .

DUE TO THE COVID 19 PANDEMIC, THE VILLAGE WILL BE UTILIZING A ZOOM CONFERENCE CALL FOR THIS MEETING.

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank A. Trilla, Village Clerk Deborah Hahn, Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, and Gayle Neal, Village Administrator Sean Halloran, Assistant to the Village Administrator Alex Arteaga, Director of Community Development Michael Krol, Chief Financial Officer Michael Rock, Director of Parks and Recreation Dustin Kleefisch, Deputy Clerk Christine Mardegan, Chief Robert Schaller, Deputy Chief Lauren Kaspar, Deputy Chief Benjamin Kadolph, and Municipal Services Foreman AJ Passero.

Also present was Dan Lynch from Christopher B. Burke Engineering.

Present via conference call, due to the COVID-19 pandemic: Valentino Mancini, architectural development planner from NORR of Chicago, representing Panda Express.

Absent: Trustee Gregory Ruffolo

A QUORUM WAS DECLARED

3. MOTION TO APPROVE - A MOTION TO APPOINT TRUSTEE MISTELE AS TEMPORARY CHAIRMAN IN THE MAYOR'S ABSENCE

A motion was not required as the Mayor was present.

4. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Deputy Clerk Mardegan to lead everyone in saying the pledge of allegiance.

5. VISITOR'S BUSINESS

None present and no written comments were received.

6. DISCUSSION - DISCUSSION ON A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT AND FIRST AMENDMENT TO GENERAL CONDITIONS FOR PROFESSIONAL DESIGN ENGINEERING SERVICES FOR THE WILLOWBROOK EXECUTIVE PLAZA FLOOD CONTROL AND ROAD CONSTRUCTION BY AND BETWEEN CHRISTOPHER B. BURKE ENGINEERING, LTD. AND THE VILLAGE OF WILLOWBROOK

Administrator Halloran introduced Dan Lynch from Christopher Burke to provide background and options regarding the Willowbrook Executive Plaza Flood Control and Road Construction project.

Mr. Lynch provided background on the analysis report CBEL (Christopher B. Burke Engineering, LTD) prepared in 2020 regarding the street flooding and long drain down times primarily on Executive Drive and Plaza Court. He also discussed the current mitigation solutions.

As part of the analysis, several options were proposed as outlined below:

1A: Creating new storage volume.

- This alternative involves storing water currently ponding in Executive Plaza roads and parking lots at a lower elevation within the Executive Plaza Tributary Area and maintaining the Tributary Area's existing outlet pipes. Alternative 1A was analyzed using XP-SWMM (Sanitary, Storm and Flood Modeling Software) which determined that a total of approximately 75 acre-feet of detention storage would be needed within the Executive Plaza Tributary Area.

1B: Construct new outlet pipe

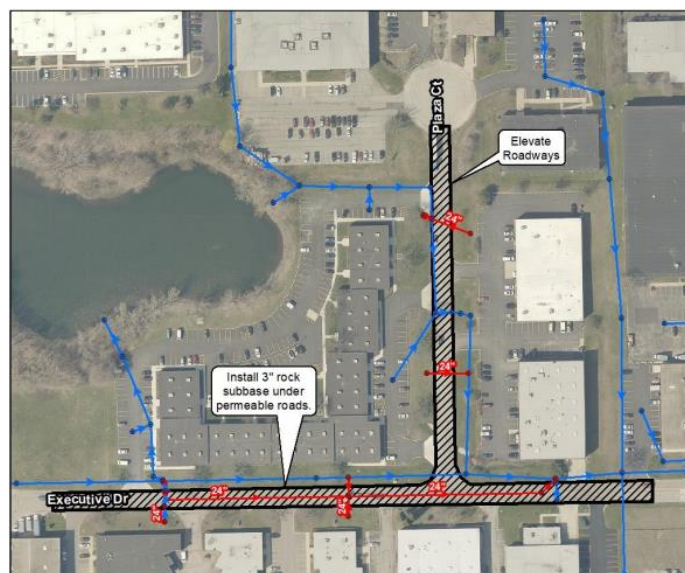
- An alternative was developed that relies on increased conveyance rather than storage. This alternative involves constructing approximately 4,300 linear feet (LF) of new 30-inch storm sewer from Executive Lake to the area where the existing storm sewer system currently outlets. To prevent increasing flow rates to downstream properties, the new 30-inch storm sewer, and two (2) existing outlet sewers, would discharge to a proposed 57-acre-foot detention basin. Because there is floodplain at the existing outlets and where the proposed detention basin would need to be constructed, a pump may be required to discharge water from the proposed basin.

2A: Elevate roadways and provide compensatory storage in permeable subbase

- Approach 2 is to reduce the impacts of flooding without lowering the actual flood elevation. Alternative 2A involves raising Executive Drive and Plaza Court to a minimum elevation of 705.75 feet (six [6] inches below the 100-year maximum WSEL [Water Surface Elevation]) and installing new storm sewers to maintain existing drainage patterns and avoid flooding impacts from elevating the roadway. Executive Drive would be reconstructed over a distance of approximately 1,000 feet and Plaza Court over a distance of approximately 600 feet. Additionally, Executive

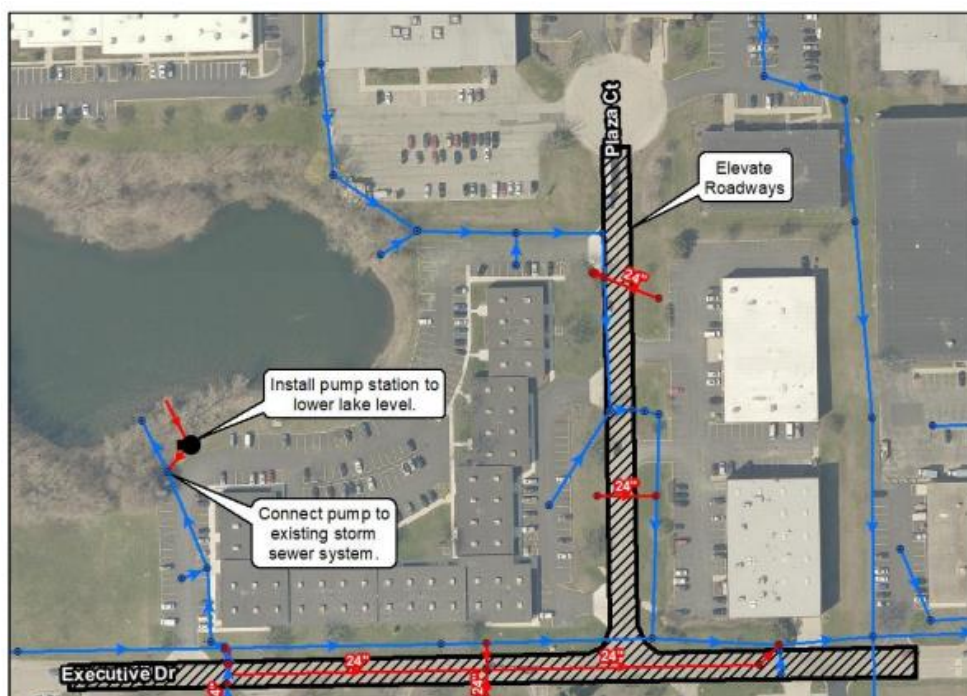
Drive would need to be raised a maximum of two (2) feet and Plaza Court would be raised a maximum of three (3) feet.

- Raising the roadways requires fill to be placed within the depressional flooding area of the Executive Plaza Study Area, which displaces floodwater and could potentially increase flooding depths. To avoid flood increases, compensatory storage must be provided. Compensatory storage is flood storage created at the same elevation range as a fill volume so that it is "hydraulically equivalent" and replaces the function of the existing storage. The Village has required other developments in the vicinity of the Executive Plaza Study Area to provide compensatory storage at a 1:1 ratio for any fill within the depressional flooding area. Any alternatives involving fill would require the same 1:1 storage ratio.
- For Alternative 2A, the 2.6 acre-feet of compensatory storage would be provided in the subbase of the road. The roadways would be elevated using a permeable subgrade such as 3-inch rock rather than clay embankment material. A perforated distribution pipe would be constructed in the subgrade and connected to the storm sewer system so that flood waters could access the void space in the subgrade. DuPage County allows a void space ratio of 36% to be used for rock subgrade for purposes of calculating storage volume. The permeable subgrade would be wrapped with a geotextile fabric so that fine material from the surrounding soils and the road base would not migrate into the permeable subgrade. The road base and pavement would then be constructed on top of the geotextile layer.



2B: Elevate roadways and provide compensatory storage by lowering Executive Lake

- This alternative involves raising Executive Drive and Plaza Court to a minimum elevation of 705.75 feet (six [6] inches below the 100-year maximum WSEL) and installing new storm sewers to maintain existing drainage patterns and avoid flooding impacts from elevating the roadway. Executive Drive would be reconstructed over a distance of approximately 1,000 feet and Plaza Court over a distance of approximately 600 feet. Additionally, Executive Drive would need to be raised a maximum of two (2) feet and Plaza Court would be raised a maximum of three (3) feet. This portion of the alternative is identical to Alternative 2A.
- Raising the roads would require approximately 2.6 acre-feet of fill to be placed within the depressional flooding area of the Executive Plaza Study Area. This compensatory storage would be provided by lowering the normal water level of Executive Lake, accomplished through pumping. A pump station would be constructed and adjusted to maintain the desired water level. The pump would run as needed during dry periods and would be set to stop pumping when water levels reach the existing gravity outlet so that it would not continue to pump during a storm event. The lake level would need to be lowered one (1) to one-and-a-half (1.5) feet, and the newly exposed shoreline would be restored to blend with the existing shoreline.



3: Operable valves on upstream basins

- The third approach considered was to make comparatively smaller improvements where possible that would provide some increase in the level of flood protection for the study area. Alternative 3 involves installing operable valves on existing detention basins upstream (north) of Executive Plaza along Willowbrook Centre Parkway. The two basins (one on the west side of the road and one on the east side) serve as the constructed storage for about 82 acres of the 221-acre Executive Plaza Tributary Area. In the existing condition, the basins release stormwater via several restricted outlet pipes. The eastern upstream basin also overflows during large storm events, and water travels overland toward Executive Lake and Madison Street.

A number of questions were raised by the Board members with specific questions on each option including those related to costs, acquisition of land, and other options that were or could be considered. Mr. Lynch indicated that Christopher Burke is recommending options #2A, to elevate the roadways and provide compensatory storage in the permeable subbase. The consensus of the Board was to follow the recommendation.

7. PRESENTATION - PUBLIC WORKS VEHICLE MAINTENANCE COST SAVINGS INITIATIVES

Assistant to the Village Administrator Arteaga presented information on a cost saving measure introduced by the Public Works Department to provide minor vehicle maintenance on Village-owned vehicles. Mr. Arteaga presented the following comparative data:

Outsourced Vehicle Maintenance Services & Costs

Type of Service	Cost Per Service	Number of Services Per Year	Number of Vehicles	Cost Per Year
Oil Change	\$30	96	16	\$2,880
Tire Rotation	\$29	48	16	\$1,392
Tire Patch	\$30	10	16	\$300
Mount/Balance	\$80	16	16	\$1,280
Wiper Blades	\$50	16	16	\$800
Tire Disposal	\$12	16	16	\$192
Pads/Rotors	\$780	16	16	\$12,480
Grand Total				\$19,324

Note: The average outsourced labor rate is \$100 per hour.

In-House Vehicle Maintenance Services & Costs

Type of Service	Cost Per Service	Number of Services Per Year	Number of Vehicles	Cost Per Year
Oil Change	\$22	96	16	\$2,112
Tire Rotation	\$10	48	16	\$480
Tire Patch	\$1.50	10	16	\$15
Mount/Balance	\$29	16	16	\$464
Wiper Blades	\$30	16	16	\$480
Tire Disposal*	\$0*	16	16	\$0*
Pads/Rotors	\$400	16	16	\$6,400
Grand Total				\$9,951

*DuPage County provides a free tire drop off once per year.

Note: The average Public Works labor rate is \$29 per hour.

Mr. Arteaga concluded that based on incurred FY 21-22 expenses, the Village would have achieved a cost savings of \$9,373 if all vehicle maintenance had been completed in-house and indicated that Public Works crews will continue to provide vehicle maintenance to all Police vehicles as maintenance is required, thus providing continued cost savings to the Village, as well as reduced turnaround time for repairs.

The Board was pleased with the initiative shown by the Public Works Department and the ongoing cost savings and was in full support of the program.

8. PRESENTATION - WCMC SUBURBAN TREE CONSORTIUM PROGRAM MEMBERSHIP

Assistant to the Village Administrator Arteaga also presented information on the West Central Municipal Conference's (WCMC) Suburban Tree Consortium (STC) program for the purchase of Village trees for the annual landscape and tree maintenance programs.

Mr. Arteaga presented information on the Village's current program and the two options offered by the WCMC STC:

- **Five Year Contractual Program:** Communities with long-term tree plans to project their needs ahead for five years. Municipalities order trees annually and actual expenditures are made when plants are delivered. In most cases, availability is guaranteed in the fifth year. The contract with nurseries provides that prices for any given year cannot exceed 5% of the nursery published catalog price for that year. The STC currently has contracts with four nurseries to grow trees for members.
- **Seasonal Bid Program:** This program allows municipalities to bid as a group each Spring and Fall. This program gives communities budgetary flexibility for that year, while benefiting from the

savings of a joint purchase. Trees are tagged each season and orders are subject to availability.

Note: To be a member of the Suburban Tree Consortium and participate in either or both programs, member municipalities must pay an annual fee of \$575 at the start of each new fiscal year or when first joining the consortium.

Also presented were typical cost savings based on the Village's previous purchases:

Village of Willowbrook Direct Purchases from Hinsdale Nursery

Tree Type	Size	Quantity	Price	NJ Ryan Planting Fee	Purchase Total
Autumn Blaze Freeman Maple	2.5"	4	\$247	\$685	\$3,728
State Street Maple	3.5"	1	\$343	\$685	\$1,028
Emerald Lustre Norway Maple	2.5"	2	\$244	\$685	\$1,858
Northern Catalpa	3.5"	2	\$286	\$685	\$1,942
Heartland Catalpa	3"	1	\$272	\$685	\$957
Grand Total					\$9,513

Suburban Tree Consortium Purchases from Hinsdale Nursery

Tree Type	Size	Quantity	Price	Apex Planting Fee	Apex Delivery Fee	Purchase Total
Autumn Blaze Freeman Maple	2.5"	4	\$253	\$197	\$36	\$1,944
State Street Maple	3.5"	1	\$268	\$307	\$51.50	\$627
Emerald Lustre Norway Maple	2.5"	2	\$231	\$197	\$36	\$928
Northern Catalpa	3.5"	2	\$307	\$307	\$51.40	\$1,331
Heartland Catalpa	3"	1	\$271	\$243	\$41.50	\$556
Grand Total						\$5,386

The grand total for the purchase of trees from Hinsdale Nursery as part of the STC, is \$5,960, including the planting and delivery of trees by APEX, and the WCMC STC annual membership fee. The Village would have saved \$3,553 on 2021 tree purchases if we had been a member of the Suburban Tree Consortium.

The information was well received by the Board and the consensus was to join the Suburban Tree Consortium.

9. DISCUSSION - POLICE DEPARTMENT OPERATIONS UPDATE PRESENTATION

Chief Schaller, Deputy Chief Kaspar and Deputy Chief Kadolph presented details on the various items outlined in the update presentation.

Police Department Operations Updates

- NIPAS/MERIT Discussion
 - Recalling NIPAS Bike Response Officer.
 - Outgoing NIPAS Mobile Field Force Officer.
 - Joining ILEAS Mobile Field Force with 2 officers.
 - Outgoing MERIT SWAT Operator to be replaced in Fiscal 2024.
- College Internship-Benedictine University student.
- Powering Safe Cities Grant Update

Police Department Administrative Updates

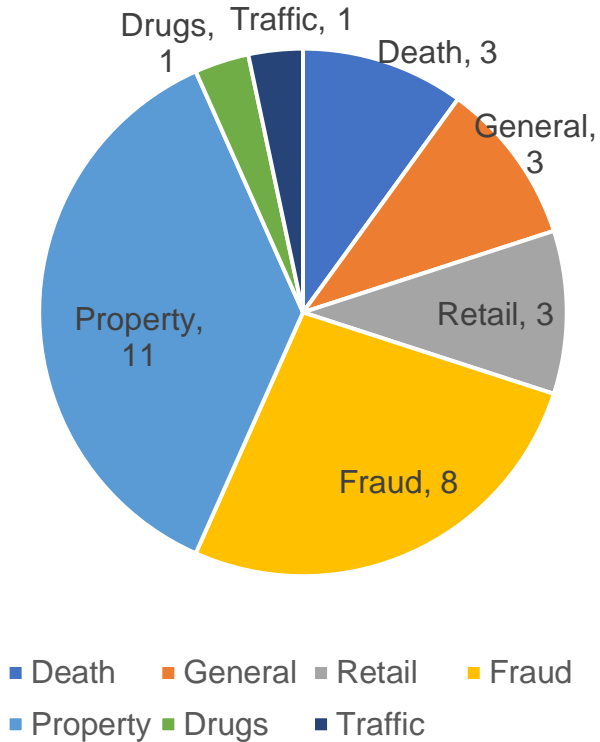
- Accreditation Update
 - CALEA 'Year 1' Annual Compliance Review to be conducted mid-October.
 - ILEAP Initial Accreditation anticipated to occur by March of 2023.
- Training Update
 - Tabletop Exercise scheduled for October 5th with Sergeants and Public Works personnel covering topics from the County Hazard Mitigation Plan.
 - Tactical Officers/Detectives working toward Lead Homicide Investigator training (state mandate)
 - New Detective trained.
 - DuMeg trained all personnel on utilization of them as a resource.
 - More specific training given to Tactical Officers and Detectives for Drug investigations.

Police Department Investigations Section Update

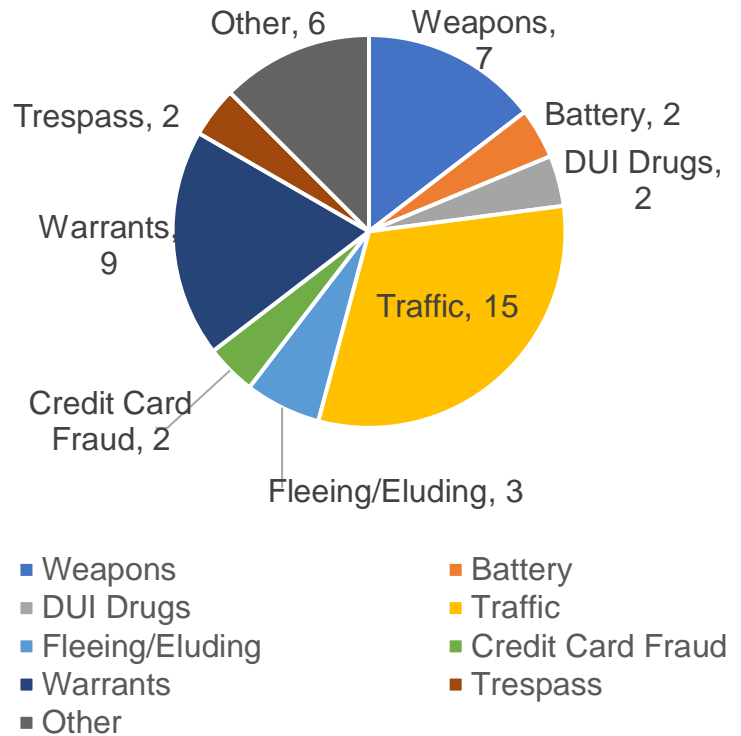
- Monthly meeting established to discuss case status', expectations, major case review, and department concerns.
- New Detective selected.
- Tactical Officers assisted in investigating incidents during Detective transition.
- Tactical Officers working with area saturation patrols twice a month.
- Detectives and DC Kadolph have conducted Active Threat presentations to the business community.
- 106 investigations have been assigned since January 1, 2022.
 - 30 investigations still open (as of 9/19/22).

Police Department Section Data

Investigation Types



Tac Unit Incidents



The Board was most appreciative of the updates and felt the information was well presented and informative. The Board agreed to support the initiatives and programs as proposed by the police department.

10.DISCUSSION - DISCUSSION REGARDING A SPECIAL USE EXTENSION REQUEST FOR ORDINANCE 21-O-25

Community Development Director Krol provided the background for the extension request for Ordinance 21-O-25.

Panda Express, Inc. (the "Applicant"), was granted a Special Use for the construction of a 2,300 square foot Panda Express fast-food restaurant with a drive-though, associated site improvements, and fourteen (14) zoning variations under Ordinance 21-O-25. The special use permit was granted to allow for both the fast-food establishment and a proposed drive-through within the Village of Willowbrook's B-2 Community Shopping Zoning District.

He then introduced Valentino Mancini, the architectural development planner from NORR of Chicago, representing Panda Express, who provided the reasons for an extension request.

Mr. Mancini explained that several of the conditions outlined in the approved ordinance have yet to be met to obtain an approved building permit. Condition "O" states that prior to the issuance of a building permit, the Applicant shall provide the Village with a letter of No Further Remediation (NFR) from the IEPA (Illinois Environmental Protection Agency) because the previous site was a gas station. The project developer stated in their request they are working with the property seller to meet the requirements of the IEPA.

Several questions were raised regarding the reasons for the delay and other questions related to the progress of the project. The Board wanted to know what items were outstanding and at what stage the development was in. Mr. Mancini indicated the development was awaiting final review by the IEPA for NFR approval. He also reassured the Board that Panda Express is 100% committed to this building site.

11. ADJOURNMENT

MOTION: Made by Trustee Davi and seconded by Trustee Astrella to adjourn the Regular Meeting at the hour of 6:38 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

_____, 2022.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.