

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, APRIL 8, 2024, AT 6:30 P.M. AT THE COMMUNITY RESOURCE CENTER, 825 MIDWAY DRIVE, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at 6:30 P.M. Trustee Mistele.

2. ROLL CALL

Those physically present at roll call were, Village Clerk Deborah Hahn, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal and Greg Ruffolo, Attorney Michael Durkin, Village Administrator Sean Halloran, Assistant Village Administrator Alex Arteaga, Chief Financial Officer Lora Flori, Director of Community Development Michael Krol, Director of Parks and Recreation Dustin Kleefisch, Director of Public Works Rick Valent, Chief Lauren Kaspar, Deputy Chief Ben Kadolph, Deputy Chief Gerard Wodka, and Deputy Clerk Christine Mardegan.

ABSENT: Mayor Frank Trilla.

A QUORUM WAS DECLARED

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

Trustee Neal advised that a motion was necessary to appoint Trustee Michael Mistele as Temporary Chairman in the Mayor's absence at tonight's meeting.

MOTION: Made by Trustee Neal and seconded by Trustee Davi to appoint Trustee Mistele as Temporary Chairman.

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

MOTION DECLARED CARRIED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Assistant Village Administrator Arteaga to lead everyone in saying the Pledge of Allegiance.

4. OATH OF OFFICE

OATH OF OFFICE - OFFICER BRIAN BRUESCH

Chief Kaspar introduced the new Officer Brian Bruesch, provided a brief review of his background, and offered him welcome to the Village. Clerk Hahn had the honor of swearing in the new Police Officer. Temporary Chairman Mistele congratulated Officer Bruesch.

5. PRESENTATION OF MERITORIOUS SERVICE AWARDS:

- a. Officer Nicholas Cledon
- b. Officer Aaron Porter

Chief Kaspar began her presentation with a review of the eligibility requirements for the Meritorious Service Award plus honorarium:

Any Willowbrook employee during his/her regular course of employment shall be eligible if, in attempting to save the life of another or prevent serious injuries to another, exhibits superior efforts in a range which exceeds the common standards of performance expected of his/her profession.

The Chief then related the incident that warranted this award to the police personnel at this meeting:

On February 28th, 2024, Willowbrook officers responded to the report of a suicidal subject. Upon arrival, the subject was not in the location initially believed to be, at which time the officers showcased their commitment to ensuring the safety and well-being of an individual in distress, by conducting a swift and methodical search. Officers located the subject in the 12th floor stairwell of a high-rise building, elevated 15 feet from the ground. The subject was visibly upset and threatening to cause themself harm by jumping. Officers courageously positioned themselves on the landing and exhibited patience, empathy, and professionalism during the two-hour dialogue with the subject. The efforts to establish trust and rapport, despite the challenging circumstances, reflect the high standards of these officers. All officers involved should be commended for the exemplary service and dedication exhibited during the incident. Their actions not only saved a life but also exemplified the values of compassion, professionalism, and selflessness that define the Willowbrook Police Department.

The Temporary Chairman and the Trustees thanked the officers for everything they do to keep Willowbrook safe.

6. VISITORS' BUSINESS

No public visitors were present.

7. PUBLIC HEARING:

- a. Annual Budget Fiscal Year 2024/2025

No public visitors were present.

8. OMNIBUS VOTE AGENDA:

Temporary Chairman read over each item in the Omnibus Vote Agenda for the record.

- a. Waive Reading of Minutes (Approve)
- b. Minutes - Board of Trustees Regular Meeting March 25, 2024 (APPROVE)
- c. Warrants \$ 298,233.19
- d. MOTION - A MOTION TO APPROVE THE PROMOTION OF ALEX ARTEAGA TO ASSISTANT VILLAGE ADMINISTRATOR (PASS)

Temporary Chairman asked the Board if there were any items to be removed from the Omnibus Vote Agenda.

MOTION: Made by Trustee Davi and seconded by Trustee Neal to approve the Omnibus Vote Agenda as presented.

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

MOTION DECLARED CARRIED

NEW BUSINESS

9. FISCAL YEAR 2024/2025 ANNUAL BUDGET

- a. MOTION - MOTION TO APPROVE THE FY2024-2025 BUDGET (PASS)

Administrator Halloran indicated that the Village is in a stable financial position. He also noted the Village was awarded the prestigious Triple Crown award from the Government Finance Officers Association (GFOA).

General Fund revenues continue to grow while expenditure remains in line. The surpluses also continue to grow. For the current fiscal year just ending, staff estimates a surplus of \$1.9 million in the General Fund, with a surplus of \$3.5 million for the next year.

Administrator Halloran noted that in the five-year Capital Improvement Program (CIP), for FY 24/25 approximately \$4.5 million would be spent on park development. Staff is confident that the funding will be available to maintain the capital improvements.

Administrator Halloran stressed that while increasing our surpluses and reserves, we continue to plan for and invest in the Village's infrastructure. He also thanked the department heads and the CFO for their diligence in preparing the budget.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Berglund to approve the FY 2024 - 2025 Budget as presented.

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

MOTION DECLARED CARRIED

b. ORDINANCE NO. 24-O-10 - AN ORDINANCE BEING THE ANNUAL APPROPRIATION ORDINANCE MAKING APPROPRIATIONS FOR CORPORATE PURPOSES FOR THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING MAY 1, 2024 AND ENDING APRIL 30, 2025 (PASS)

MOTION: Made by Trustee Davi and seconded by Trustee Ruffolo to pass Ordinance 24-O-10 as presented.

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

MOTION DECLARED CARRIED

10. MOTION - BOARD ADVICE AND CONSENT TO MAYOR'S APPOINTMENTS (PASS)

Village Clerk Deborah Hahn administered the Oath of Office to the following Commissioners:

- i. Leonard Kaucky
- ii. Sam Louise

MOTION: Made by Trustee Berglund and seconded by Trustee Astrella To Approve Board Advice and Consent to Mayor's Appointments as presented.

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

MOTION DECLARED CARRIED

11. RESOLUTION NO. 24-R-21 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND THE COUNTY OF DUPAGE, ILLINOIS FOR THE BORSE MEMORIAL COMMUNITY PARK STREAM AND POND ENHANCEMENT PROJECT (ADOPT)

Director Kleefisch advised the Board that on March 5th, 2024, the Village was notified by DuPage County Stormwater Management staff that the Village had been awarded the DuPage County Water Quality Improvement Program grant. This grant opportunity is specific for projects within DuPage county that help improve the water quality of rivers and tributaries.

The \$60,000 grant is earmarked for the pond and streambank enhancement portion of the Borse Memorial Park Phase project. This grant amount represents 16% of the total project cost of \$375,000. To receive the grant funds, DuPage County requires an Intergovernmental Agreement (IGA) outlining the requirements and responsibilities of the grant.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Berglund to adopt Resolution No. 24-R-21 as presented.

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

MOTION DECLARED CARRIED

12. RESOLUTION NO. 24-R-22 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A FIVE-YEAR CONTRACT WITH CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT, INC. FOR THE PROVISION OF MOSQUITO ABATEMENT SERVICES ON BEHALF OF THE VILLAGE OF WILLOWBROOK (ADOPT)

In 2013, DuPage County communities surveyed mosquito management vendors to create consistency in addressing mosquito activity across the county. This survey also included monitoring the impact of traditional products and application processes introduced to the environment. Clarke Environmental Management, Inc. (Clarke) was the vendor of choice due to their proprietary product line and unique application processes. In 2018 the Village chose Clarke's EarthRight Program dedicated to eco-friendliness as compared to other vendor's programs.

The latest contract renewal with Clarke expired in 2023. Clarke has proposed a five-year agreement beginning May 1, 2024, in the amount of \$27,370 for the first year, and not to exceed a maximum increase of 3% each year thereafter. The agreement also contains a clause that, if the consumer price index is lower than 3% each year, the lower percentage would be applied.

Trustee Neal asked if notification information will be on the website so the residents will be aware of the application dates and times. Director Valent indicated that the intention is to ensure information is available on the website and any other communications methods used by the Village. Administrator Halloran agreed that notification was

planned but may not always be possible due to the vendor's schedule and the possibility of emergency spraying.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Astrella to adopt Resolution No. 24-R-22 as presented.

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

MOTION DECLARED CARRIED

13. RESOLUTION NO. 24-R-23 – A RESOLUTION APPROVING AND AUTHORIZING THE VILLAGE CHIEF OF POLICE TO EXECUTE, ON BEHALF OF THE VILLAGE OF WILLOWBROOK, AN INTERGOVERNMENTAL OPERATING AGREEMENT TO ESTABLISH A STATE-SIDE MULTI-JURISDICTIONAL VIOLENT CRIME INTELLIGENCE TASK FORCE WITH THE ILLINOIS STATE POLICE (ADOPT)

Chief Kaspar asked Deputy Chief Kadolph to speak on this topic. Deputy Chief Kadolph stated that this agreement will authorize the Police Department to partner with the Illinois State Police (ISP) Violent Crime Intelligence Task Force to assist in enforcing Illinois statutes related to firearms identification card and carrying of firearms.

This partnership will authorize the Police Department to share critical intelligence and to partner with the task force in enforcing firearm violations. The ISP offers grant funds to local agencies to cover additional personnel costs including overtime associated with participation in this task force.

The Willowbrook Police Department is seeking \$5,000 in grant funds in the state fiscal year 2024 to cover expenditures in this partnership with the task force. This opportunity will allow the Willowbrook to improve its processes in identifying persons with revoked FOID cards or illegally possessed firearms.

Currently the Willowbrook Police Department receives information from ISP regarding revoked FOID cards or Concealed Carry permits when the card or permit holder is notified. With limited resources and manpower, no further follow-up is made by Willowbrook officers. This partnership will provide additional resources for follow-up to ensure compliance.

MOTION: Made by Trustee Davi and seconded by Trustee Neal to adopt Resolution No. 24-R-23 as presented.

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

MOTION DECLARED CARRIED

14. RESOLUTION NO. 24-R-24 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK DETERMINING THE LOWEST RESPONSIBLE BIDDER, APPROVING AND AWARDING A CONTRACT TO LANDWORKS, LTD. AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT, ON BEHALF OF THE VILLAGE, WITH LANDWORKS, LTD. FOR THE CREEKSIDER PARK PROJECT AND THE FARMINGDALE TERRACE PARK PROJECT (ADOPT)

Director Kleefisch advised the Board that several Capital Improvement Project Open House meetings were held in October of last year for the proposed projects at Creekside Park and Farmingdale Terrace Park. The Board provided positive direction to staff on the options and upgrades below for Farmingdale Terrace Park:

- Replacement of playground equipment.
- New concrete walking path along the side of the park.
- New parking stalls within the park.
- Soccer field will remain.
- Installation of planter beds maintained by the neighborhood.
- Installation of a Gazebo.
- Installation of a practice golf area

The second park included in this bid was Creekside Park, which also received positive feedback from the Board and the neighborhood. This project includes the following upgrades:

- Replacement of playground equipment.
- Replacement of three bridges.
- Concrete walking path.
- ADA path from the hill to the playground.
- Installation of a pavilion.
- Installation of a Gaga Ball Pit.

The bid proposal received for the park projects was \$1,739,689.00. The proposed budget for these projects is \$2,225,000. The Village will still have to purchase equipment and park furnishings for both parks that will be presented to the Board in the near future. Staff expect the total amount for that phase of the project to be \$400,000, leaving \$85,311 savings.

MOTION: Made by Trustee Berglund and seconded by Trustee Mistele to adopt Resolution No. 24-R-24 as presented.

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

MOTION DECLARED CARRIED

15. REDEVELOPMENT AGREEMENT - WILLOWBROOK TOWN CENTER

a. ORDINANCE NO. 24-0-11 - AN ORDINANCE APPROVING THE FIRST AMENDMENT TO REDEVELOPMENT AGREEMENT (Marshalls and Sketchers) (PASS)

In 2018, the Village agreed to a Redevelopment Agreement with the Willowbrook Town Center (Town Center) to reimburse Town Center for costs associated with subdividing one large retail unit into two in order to attract new tenants. With the significant amount of work required, and the businesses' location within the Business District, the Village agreed to reimburse the Town Center from the Business District taxes generated by potential tenants.

Eventually, two businesses filled the new units, Marshalls and Sketchers. The cost to the Town Center to improve the space was \$2.4 million, verified by Village staff at the time, prior to approval from the Board. As part of the redevelopment agreement, the Village agreed to reimburse the Town Center on an annual basis from the Business District revenues generated from the two new entities up to \$2 million over 20 years.

In the amendment to the original agreement, the Village will make an additional contribution of \$500,000. In return, the Town Center has agreed to not permit more than 25% of the overall space to be leased out to discount retailers. Currently, 17% of the Town Center space is leased out to discount retailers. Again, any payments from this agreement will be paid from the Business District Fund. the Town Center has continued to improve financially and provides a tremendous economic impact to the Village.

As the Board is aware, in 2023, Bed, Bath and Beyond closed their store and filed bankruptcy nationwide. Since that time, staff, Mayor Trilla, and development consultants have met with the Town Center to improve the space and seek a replacement for Bed, Bath and Beyond. To redevelop the vacant unit, the Town Center is seeking reimbursement from the Business District for the new tenant buildout. The new tenant for the former Bed, Bath and Beyond space is Binny's. In the new agreement, the Village will reimburse the Town Center from the Business District Fund up to \$1 million over 8 years.

For clarification purposes, this redevelopment agreement does not include any expenses coming from the General Fund. The Business District was created and approved by the Board in 2016. The 1% tax that is generated from the Business District can only be used within the District's boundaries which includes the Town Center and Pete's Fresh Market Development. The Business District is separate from a TIF district and is unrelated to property tax collection.

MOTION: Made by Trustee Berglund and seconded by Trustee Davi to pass Ordinance 24-0-11 as presented.

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

MOTION DECLARED CARRIED

b. ORDINANCE NO. 24-0-12 - AN ORDINANCE AUTHORIZING THE EXECUTION OF AN ECONOMIC INCENTIVE AND REDEVELOPMENT AGREEMENT (Binny's Beverage Depot) (PASS)

MOTION: Made by Trustee Astrella and seconded by Trustee Davi to pass Ordinance 24-0-12 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

16. TRUSTEE REPORTS

Trustee Neal has no report.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Astrella had no report.

17. ATTORNEY'S REPORT

Attorney Durkin had no report but reminded the Board that there is an executive session this evening.

18. CLERK'S REPORT

Clerk Hahn had no report.

19. ADMINISTRATOR'S REPORT

Administrator Halloran reminded all of the upcoming Cop on a Rooftop event at Dunkin' on May 17 this year.

He also wanted to congratulate Sergeant Benson on receiving the Carl Dobbs Memorial Scholarship. (*The Carl Dobbs Memorial Scholarship is dedicated to the enhancement of the law enforcement profession within*

the State of Illinois by providing management training to interested and qualified police departments and their personnel.) With Deputy Chief Wodka's assistance, the application was submitted and approved in a short time, which will allow Sergeant Benson to attend command school in August at no cost to the department.

20. MAYOR'S REPORT

Mayor Trilla was not present.

21. EXECUTIVE SESSION

5 ILCS 120/2(c)(1) - The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees.

22. ADJOURNMENT

MOTION: Made by Trustee Ruffolo and seconded by Trustee Davi to adjourn the Regular Meeting and recess to closed session at the hour of 7:20 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

April 22, 2024

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.