

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, NOVEMBER 25, 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. Mayor Trilla.

2. ROLL CALL

Those physically present at roll call were, Mayor Frank Trilla, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal and Greg Ruffolo, Village Attorney Thomas Halleran, Village Administrator Sean Halloran, Assistant Village Administrator Alex Arteaga, Chief Financial Officer Lora Flori, Director of Community Development Michael Krol, Director of Public Works Rick Valent, Chief Lauren Kaspar, and Deputy Clerk Christine Mardegan.

ABSENT: Village Clerk Gretchen Boerwinkle, Village Attorney Michael Durkin, Director of Parks and Recreation Dustin Kleefisch, Deputy Chief Ben Kadolph and Deputy Chief Gerard Wodka.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Chief Kaspar to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None present and no written comments were received.

5. OMNIBUS VOTE AGENDA:

Mayor Trilla 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 November 12, 2024 (APPROVE)
- c. Warrants \$ 1,068,267.43
- d. ORDINANCE NO. 24-O-31- AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2024 AND ENDING APRIL 30, 2025, OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)
- e. RESOLUTION NO. 24-R-72- A RESOLUTION OF THE VILLAGE OF WILLOWBROOK SETTING THE 2025 CALENDAR YEAR SCHEDULE OF REGULAR

MEETINGS OF THE MAYOR AND BOARD OF TRUSTEES AND THE SCHEDULE OF
REGULAR MEETINGS OF COMMISSIONS AND COMMITTEES OF THE VILLAGE OF
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (ADOPT)

f. GENERAL OBLIGATION BONDS, 2015 AND 2022A, TAX ABATEMENT
ORDINANCES

i. ORDINANCE NO. 24-O-32- AN ORDINANCE ABATING THE TAXES
HERETOFORE LEVIED FOR THE YEAR 2024 TO PAY THE PRINCIPAL AND
INTEREST ON THE \$4,930,000 GENERAL OBLIGATION BONDS
(ALTERNATE REVENUE SOURCE), SERIES 2015 OF THE VILLAGE OF
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)

ii. ORDINANCE NO. 24-O-33- AN ORDINANCE ABATING THE TAXES
HERETOFORE LEVIED FOR THE YEAR 2024 TO PAY THE PRINCIPAL AND
INTEREST ON THE \$8,920,000 GENERAL OBLIGATION BONDS
(ALTERNATE REVENUE SOURCE), SERIES 2022A OF THE VILLAGE OF
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)

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

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo 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

6. ORDINANCE NO. 24-O-34 - AN ORDINANCE GRANTING SPECIAL USE PERMITS
FOR A FAST FOOD ESTABLISHMENT AND DRIVE-THROUGH USE AND GRANTING
CERTAIN VARIATIONS FROM TITLE 9 OF THE UNIFIED DEVELOPMENT ORDINANCE
PC 24-09: 7505 KINGERY HIGHWAY - PANDA EXPRESS (PASS)

Director Krol stated that staff is asking for the Board's consideration
to approval of a special use permit for a drive through establishment for
a 2300 square foot Panda Express Restaurant which has 23 zoning variations
and approval the provided comprehensive sign plan. The subject property
is located at the southeast corner of Illinois (IL) Route 83/Kingery
Highway and 75th Street, just south of Willowbrook/Wingren Plaza shopping
center and east of Potbelly's restaurant, located in the Zone B Community
Shopping District. Adjacent properties to the north, northwest, south,
and west are also located in the Zone B Community Shopping District and
the M-1 Light Manufacturing District to the east.

The site has been vacant for several years and the Panda Express drive-
through was previously approved under Ordinance 2021-O-13 for special use
and associated zoning variations. The special use was extended twice

(Ordinance 22-O-39 and Ordinance 23-O-13) due to the time needed for outside agency approval. The applicant, layout, drive-through, and parking lot have not changed. The requested special use, variations, and sign plan should have no negative impacts on surrounding land uses.

A public hearing was held on Wednesday, November 6, 2024, before the Plan Commission, which voted unanimously 7-0 in favor of the petition, as proposed, to forward a positive recommendation to the Village Board. The recommendation included all eleven (11) conditions, and all variations requested.

Administrator Halloran added that, given the concerns of the Board in placing drive-through restaurants near residential areas, although a setback variation is being allowed in this instance, it is adjacent to business and manufacturing districts, not residential. No ordinances are being changed, nor is a precedent being set affecting residential areas.

Trustee Berglund asked how this business was going to impact traffic. Lauren Hillis from Panda Express responded that three Panda Express locations in the area with comparative traffic patterns were surveyed and the peak total traffic volume was 25, 23 and 15 cars respectively.

MOTION: Made by Trustee Davi and seconded by Trustee Ruffolo to pass Ordinance 24-O-34 as presented.

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

MOTION DECLARED CARRIED

7. DESIGN ENGINEERING SERVICES FOR BORSE MEMORIAL COMMUNITY PARK PROJECT
- PHASE III

- a. RESOLUTION NO. 24-R-73 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT AND FIRST AMENDMENT TO GENERAL CONDITIONS FOR PROFESSIONAL ENGINEERING SERVICES FOR DESIGN ENGINEERING SERVICES FOR THE BORSE MEMORIAL COMMUNITY PARK PROJECT - PHASE III BETWEEN CHRISTOPHER B. BURKE ENGINEERING, LTD. AND THE VILLAGE OF WILLOWBROOK AT A TOTAL COST NOT TO EXCEED \$140,000.00 (ADOPT)

Administrator Halloran related that we are in the final phase of Borse Park we are seeking approval on resolutions with both Christopher Burke and Upland Design for a total cost of \$225,000 for engineering services. The total cost for Phase III will be \$3.6 - \$3.8 million.

The plan is to go out to bid by February-March 2025 with construction beginning around April or May 2025. Additional OSLAD grants are also pending approval. We are utilizing both engineering firms because

Christopher Burke has requested assistance with the workload to ensure that the completion deadline for October/November 2025 is met.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to adopt Resolution 24-R-73 as presented.

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

MOTION DECLARED CARRIED

b. RESOLUTION NO. 24-R-74 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR PROFESSIONAL DESIGN SERVICES FOR THE BORSE MEMORIAL COMMUNITY PARK PROJECT - PHASE III BETWEEN UPLAND DESIGN, LTD AND THE VILLAGE OF WILLOWBROOK FOR A TOTAL COST NOT TO EXCEED \$84,600.00 (ADOPT)

MOTION: Made by Trustee Ruffolo and seconded by Trustee Davi to adopt Resolution 24-R-74 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

8. TRUSTEE REPORTS

Trustee Neal had 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.

9. ATTORNEY'S REPORT

Attorney Durkin was not present. Attorney Halleran had no report.

10. CLERK'S REPORT

Clerk Boerwinkle was not present.

11. ADMINISTRATOR'S REPORT

Administrator Halloran offered Chief Kaspar the time to make an update on the police department. Chief Kaspar updated the Board on the department's CALEA status. During this, the third compliance review, for the first time in the CALEA cycle, the report came back with zero issues outstanding and the department is fully compliant.

Chief Kaspar thanked Deputy Chief Kadolph and his team, including the contributions of the sergeants and the officers.

Administrator Halloran asked Assistant Administrator Arteaga to update the Board. Mr. Arteaga advised that the Dropcountr program, the online water-usage analytic program and resident-user water billing interface, is live. Additional information will be included in the December water bill brief and on social media platforms.

12. MAYOR'S REPORT

Mayor Trilla reminded the Board that the last meeting is on Monday, December 16, 2024.

13. EXECUTIVE SESSION

Mayor Trillas stated there is a no need for an Executive Session during tonight's meeting.

Trustee Davi asked for an update on the Creekside Park renovation project. Administrator Halloran noted that with the change orders approved last month, the additional work required has slightly delayed the project, with completion expected by the end of April 2025. The fencing will be coming down in December for most of the park and the sledding hill will be available for the winter. A letter will be going out to the residents early next week.

14. ADJOURNMENT

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to adjourn the Regular Meeting at the hour of 6:50 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.

December 16, 2024

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.