

MINUTES OF THE COMMITTEE OF THE WHOLE OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, AUGUST 25, 2025, AT 5:30 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 5:30 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank Trilla, Village Clerk Gretchen Boerwinkle, Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, Gregory Ruffolo, Village 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, and Deputy Clerk Christine Mardegan.

ABSENT: Deputy Chiefs Benjamin Kadolph and 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.

5. OMNIBUS VOTE AGENDA

- a. WAIVE READING OF THE MINUTES (APPROVE)
- b. MINUTES - BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING, July 28, 2025 (APPROVE)

Mayor Trilla 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 Astrella 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

6. ITEMS FOR DISCUSSION:

a. Q1 Financial Report

Administrator Halloran reviewed the first-quarter financial data included in the agenda packet. He noted that this quarterly report is designed to provide more in-depth information than the monthly reports the Board currently receives. He pointed out that, in addition to providing the Board with the quarter-over-quarter comparison of revenue generated, it is important to note the comparison to the percentage of the budgeted dollars the income represents.

General Fund Revenues reflect 26% of the FY 25-26 budget. Key revenue sources include Sales Tax, Income Tax, and Home Rule Sales Tax. Total revenue collection for Q1 is trending ahead of budget expectations. The three largest sources of revenue for the General Fund continue to be Sales Tax, Home Rule Sales Tax and Income Tax.

The Sales Tax revenues were strong for the quarter with a 17% increase over last year. Income Tax Revenue is a 10% increase from last year and Home Rule Sales Tax showed a 31% increase.

In the detailed revenue breakdown, the Hotel/Motel Tax Revenues are down 21%, although it's at 18% of the budgeted amount in line with the budget estimate. Hotel/Motel Tax is showing down due to the late payment by one hotel which submitted 5 months of payments for the Hotel/Motel Tax and Places of Eating Tax after the close of the quarter. Additionally, the LaQuinta hotel closed in February with no current plan for reopening. This will change the annual projections which will be monitored as the year progresses.

Red Light Revenue was up 11% last year. Video Gambling Terminal Income is up 13%.

Building Department revenue has a significant decrease of 65%. This was expected after the high revenues in the previous year.

Places of Eating Tax experienced a surprising 9% decrease from last year, but it's within the 25% budget mark within the estimate. The primary reason is declining sales from certain restaurants.

Utility Tax Revenue is up 1% from last year, and is within our 22% budget.

The General Fund expenditures are currently at 30% of the budgeted amount. The goal is to keep it at 25%.

Community Development is uncharacteristically high for the quarter due to the addition of the Lama Software, expensed in May and June.

The Parks and Recreation budget is in line at 25%, as is the Police department. Public Works is at 45% due to the numerous storm response calls by contractors, more emergency services work than expected.

Water Fund Revenues are trending up compared to last year with expenditures a bit higher primarily due to the number of water main breaks in the quarter.

In summary, General Funds revenues are up, the Water Fund and Business District Fund revenues are in line with estimates. Business District funds are strong in terms of new businesses added to the Town Center. Motor Fuel Tax is in line with estimates.

Administrator Halloran concluded by stating that overall expenditures are in line with predictions with Business District expenditures a little bit high due to some litigation costs.

#### 7. ADJOURNMENT

MOTION: Made by Trustee Ruffalo and seconded by Trustee Davi to adjourn the Committee of the Whole meeting at the hour of 5:40 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.

September 22, 2025.

---

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.