

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, AUGUST 8, 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, Gayle Neal and Gregory Ruffolo, Village Administrator Brian Pabst, Assistant 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, and Municipal Services Foreman AJ Passero.

Present via conference call, due to the COVID-19 pandemic, were none.

Absent Deputy Chief Benjamin Kadolph

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Chief Financial Officer Rock to lead everyone in saying the pledge of allegiance.

4. VISITOR'S BUSINESS

None present and no written comments were received.

5. ADOPTION OF A NEW PRIMARY AND SECONDARY LOGO FOR THE VILLAGE OF WILLOWBROOK

Assistant Administrator Halloran explained there is an issue with the colored background on the current logo and the need for consistency across all uses of the Village logo. Based on the Board's feedback staff will begin the change over from the old logo to the new logo, green background circle with white capital W. All uses of the logo will be changed except on the water towers which will be completed when they are ready for repainting.

The consensus of the Board was to update the logo, particularly to provide consistency in its use.

6. IMPLEMENTATION AND DEPLOYMENT OF CIVIC PLUS' SEECCLICKFIX CITIZEN REQUEST MANAGEMENT SYSTEM

Assistant to the Administrator Arteaga presented the background and information regarding the CivicPlus Citizen Request Management System, SeeClickFix, a non-emergency platform which allows residents to report issues, identify repair need, share feedback and ask questions of the Village leaders and staff.

A four-month trial subscription is being offered by CivicPlus, our current website provider. The portal would be embedded in our website. Initially, requests will be accepted in the following categories:

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|----------------------|---------------------|---------------------|
| ▪ Sidewalk repair | ▪ Fire hydrants | ▪ Property |
| ▪ Damaged trees | ▪ Vandalism | maintenance issues |
| ▪ Refuse/recycling | ▪ Standing water | ▪ Water main breaks |
| ▪ Roadkill incidents | ▪ Storm drain/catch | ▪ Snow plowing |
| ▪ Road repair | basin issues | ▪ Utility box / |
| ▪ Street signs | ▪ Streetlights | station/wire issues |

Mr. Arteaga reviewed submission of an online request and the use of the mobile app platform.

Questions were raised regarding the cost after the trial period as well as how to promote the use of the application. Mr. Arteaga and Assistant Village Administrator Halloran responded that the annual cost would be \$4000.00, and a social media promotion was planned through the Village website and Facebook.

The Board offered enthusiastic support for the project. Updates will be provided to the Board as the project progresses.

7. ADJOURNMENT

MOTION: Made by Trustee Ruffolo and seconded by Trustee Berglund to adjourn the Regular Meeting at the hour of 6:08 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.

_____, 2022.

Frank A. Trilla, Mayor