

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK FOR BUDGET WORKSHOP #3 WAS HELD ON THURSDAY, MARCH 16, 2023, AT 5:30 P.M. AT THE WILLOWBROOK COMMUNITY RESOURCE CENTER (CRC), 825 MIDWAY DRIVE, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

THE VILLAGE WILL BE OFFERING A ZOOM WEBINAR FOR THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO ATTEND BY VIDEO OR AUDIO IF DESIRED. IF A MEMBER IS USING ZOOM, PLEASE EITHER USE YOUR PHONE OR COMPUTER, NOT BOTH.

***Note: Minutes created from meeting agenda, Clerk's notes, and PowerPoint presentation, due to distortion of audio recording.***

1. CALL TO ORDER

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

2. ROLL CALL

Those physically present at roll call were Mayor Frank Trilla, Village Clerk Deborah Hahn, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal and Gregory Ruffolo, Village Administrator Sean Halloran, Director of Community Development Michael Krol, Director of Parks and Recreation Dustin Kleefisch, Deputy Chief Lauren Kaspar, Deputy Chief Benjamin Kadolph, and Public Works Foreman AJ Passero.

Present via conference call was Deputy Chief Lauren Kaspar.

Absent: Chief Robert Schaller, Assistant to the Village Administrator Alex Arteaga, Chief Financial Officer Lora Flori, and Deputy Clerk Christine Mardegan

Also present was Mr. Brian Pabst, representing the WEDP (Willowbrook Economic Development Partnership).

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Mr. Pabst to lead the pledge of allegiance.

4. VISITORS' BUSINESS

None presented and no written comments were received.

Mr. Brian Pabst was introduced to provide a review of the Village's economic development plan. Mr. Pabst indicated that they have been looking at the economies of the Village and other local communities and the retail and business/office space available. There is a large amount of space available, with no one entity to blame. The available local retail space is trending upward, so the goal is to beat the price per square foot of surrounding communities to encourage development in Willowbrook.

The WEDP (Willowbrook Economic Development Partnership) is implementing a program, Fill Our Space, to attract new business to Willowbrook. The

program aims to boost economic development, create job opportunities, and revitalize the local community.

To achieve this, Mr. Pabst outlined a 6-step strategic plan:

1. Targeted Outreach
2. Incentives
3. Marketing and Promotion
4. Network and Partnership
5. Business Support
6. Community Engagement

He assured the Board that there were not industrial incentives currently included in the strategy or plan. He also indicated that a website for the WEDP was in production and that they were currently working with brokers and sharing information.

As Mr. Pabst concluded his presentation, Trustee Davi raised question regarding the impact of COVID on local retail. Mr. Pabst admitted the Village was hurt by a decrease in sales tax revenues, but not by a lot.

Trustee Berglund asked if he was aware of any rumors of Target closing. Mr. Pabst indicated that although he was not aware of anything, you never know for sure. He recommended tracking Target's sales tax revenues. Trustee Berglund also asked about the space previously occupied by the Juicy-O restaurant. Mr. Pabst noted that there was nothing currently, but that the space was small and commercial loans are currently running at a high interest rate which makes the space less attractive.

There were additional questions regarding specific retail space. Trustee Neal noted that retail is in for a rough patch and suggested, rather than focus on or default to locating retail businesses, that we be flexible in the types of business we encourage or solicit.

Mr. Pabst concluded his presentation and thanked the Board for their time.

## 5. DISCUSSION - BUDGET WORKSHOP #3

### a. 2022-2023 Budget Update

Administrator Halloran began his update with the details of the last Budget workshop.

### b. General Fund Update

In the General fund, there is a decrease of \$230,000 in expenditures due to a delay in the planned band shell portion of the Borse Park renovation project with no change in the revenue amount for the General Fund.

c. Proposed Water Fund

The Water Fund expenditures are \$122,360 lower, with a surplus of \$194,013; the largest in three years. A surplus of \$272,685 for fiscal year 23/24 is anticipated.

Although the water rate structure is improving the surplus, the DuPage Water Commission is considering a 4% increase in price. Trustee Neal noted that the Water Commission does not always share information. Staff will continue monitoring the situation and work to lower expenditures and increase the capital reserve. Trustee Mistele questioned the effect of unknown expenses. Administrator Halloran indicated that although the current fund balance is \$2 million, it will drop some, but, in the coming 2-3 years, will increase.

d. Proposed Motor Fuel Tax Fund Update

After posting deficits in 2021/2022, this year's balance will be higher. The bond money has helped this position with a projected balance of \$40,000. Expenses in this fund are decreasing with no major projects scheduled in the upcoming fiscal year; only winter salt purchases and the 2-year road resurfacing project.

e. Proposed Business District Fund Update

The Business District fund is currently at \$2.7 million. The proposed balance for fiscal year 2023/2024 is \$3.1 million.

Administrator Halloran touched on the General Obligation Fund, noting that Bond A is a \$9 million revenue source with expenditures of \$55,000 for the current fiscal year, increasing to \$2.5 million for fiscal year 2023/2024, leaving the balance at \$6.3 million. Bond B, with expenditures of \$170,000 for 2022/2023, has a balance of \$830,000. For 2023/2024, expenditures are estimated at \$330,000, leaving a balance of \$500,000.

After concluding his presentation, Administrator Halloran asked for questions and comments. Trustee Davi wondered if the Village would run out of money. Administrator Halloran indicated that with the past water rate plan, the Fund would have had less money. However, with the new water rate plan, the Fund balance will increase.

In conclusion, Administrator Halloran advised the Board that the Public Hearing for the FY 2023/2024 Budget would be on April 10, 2023.

Mayor Trilla offered his congratulations to the staff and thanked them for their hard work.

6. ADJOURNMENT

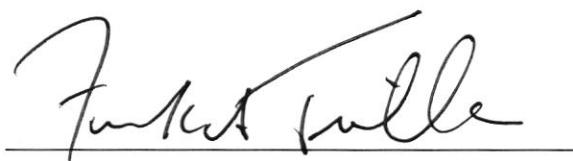
MOTION: Made by Trustee Mistele and seconded by Trustee Astrella to adjourn the Regular Meeting at the hour of 6:11 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

April 10<sup>th</sup>, 2023.



Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.