

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JUNE 12, 2023 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 Village Clerk Deborah Hahn, Mayor Frank Trilla, Trustees Mark Astrella, Sue Berglund, Umberto Davi, Gayle Neal, Gregory Ruffolo, Village Administrator Sean Halloran, Assistant to the Village Administrator Alex Arteaga, Director of Community Development Michael Krol, Director of Parks and Recreation Dustin Kleefisch, Chief Lauren Kaspar, Deputy Chief Benjamin Kadolph, Deputy Clerk Christine Mardegan and Public Works Foreman AJ Passero.

Absent: Trustee Michael Mistele.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Deputy Clerk Mardegan to lead everyone in saying the pledge of allegiance.

4. VISITOR'S BUSINESS

None present and no written comments were received.

5. PRESENTATION - DISCUSSION AND UPDATE REGARDING THE ORGANIZED RETAIL CRIME GRANT PROGRAM AWARDED BY THE ATTORNEY GENERAL OF THE STATE OF ILLINOIS.

Chief Kaspar turned the presentation over to Deputy Chief Kadolph who has been instrumental in securing the grant and taking on the large amount of work to implement the program to help secure the Village's retail establishments.

Deputy Chief Kadolph presented an update on the progress of the Organized Retail Crime grant from the Illinois Attorney General's office. He reviewed the project timeline:

- April 2023: Grant approved.
- May 22, 2023: IGA signed by Village Board.
- May 23, 2023: Mobile Pro Representative site visit survey.
  - Working on licensing agreement.
  - Finalizing exact number of cameras/prices
- May of 2023: Starchase GPS Launcher quote provided.
  - Purchase order could provide shipping within 45 days and training available upon arrival.
- January 2023 to present: Overtime identified that qualifies for reimbursement through the grant.

The majority of the grant funds, approximately \$150,000, will be used for security cameras. An additional \$25,000 has been allocated for overtime reimbursement, retroactive to January 2023, with the balance going to the purchase of a Starchase GPS launcher.

The installation locations for the cameras have been identified as:

- Hinsdale Lake Commons (2 cameras)
- Willowbrook Town Center (6 cameras)
- Target (3 cameras)
- Binny's (1 camera)
- Walgreens (1 camera)
- Route 83 @ 73rd Court (2 cameras)

Deputy Kadolph showed images of the Mobile Pro Systems Power Sentry 6000 units and sample mounting of cameras. The camera system includes 5 cameras including four high-end stationary cameras that can be pointed in different directions and a pan and zoom camera.

The mounting locations were identified with help from the vendor to ensure compatibility between the locations and the camera restrictions, e.g., communication between cameras being line-of-sight, and optimal coverage of the desired sites.

With the locations identified, Deputy Kadolph has been working with the property owners to sign licensing agreements, determine the power needs and installation costs. The only cost to the property owners will be the cost of the power drawn from the light pole used for mounting.

Deputy Kadolph also had pictures of the GPS launcher. He outlined the steps that will follow including training of all officers in the use of the launcher and the deployment of the unit in the tactical vehicles although it would still be accessible if the need were to arise in another location. The purpose of this unit is not to chase, but rather to avoid having to chase a suspect, but still being able to track and relay locations to other law enforcement agencies.

Our next steps will be to come before the Board with the actual purchase of the equipment and necessary services for deployment.

#### 6. DISCUSSION - DISCUSSION REGARDING A SPECIAL EVENT ORDINANCE UPDATE TO POLICE REGULATIONS, SECTION 5-1-13 SPECIAL EVENT PROCEDURE.

Mayor Trilla turned the discussion over to Chief Kaspar. Chief Kaspar indicated that she is presenting information on a proposed update to the Police regulations of the Village's special events ordinance.

As she reviewed the current ordinance, the Chief noted that the current ordinance is missing several points that the police department would prefer to have included. She then outlined the proposed changes.

Trustee Neal questioned whether a time limit for a special event permit

application was included in the proposed ordinance. Director Kleefisch indicated that there was not. He noted that most applicants submitted the information at least a week in advance and that the general turnaround time for permit approval was relatively quick.

The Mayor added that it might be prudent to put a deadline in the ordinance, 48-72 hours in advance, but that a waiver could be granted in special cases to shorten the application time. It gives the Village as well as the police time to prepare for the event. The time needed to schedule overtime for the police department also needs to be taken into consideration.

Chief Kaspar confirmed that her department needs time to plan for staffing, that it can't be done overnight. Mayor Trilla asked if a week's notice would be sufficient. The Chief agreed that it could be done in a week. She felt 72 hours in advance would be pushing the issue. She noted that many of the plans that come through for special events require consideration by several different departments including Community Development, the Police and the fire protection district.

A consensus was reached that an advance notice directive should be included in the ordinance update.

#### 7. VILLAGE ADMINISTRATOR REPORT

Administrator Halloran asked Director Krol to provide the monthly update on the Panda Express project as requested by the Board when the latest extension was granted. Director Krol indicated he had reached out to the development group requesting an update, who in turn requested information from Panda Express, but no response was received. He will follow up and report back to the Board.

#### 8. ADJOURNMENT

MOTION: Made by Trustee Ruffolo and seconded by Trustee Astrella to adjourn the Special Meeting at the hour of 5:59 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

\_\_\_\_\_, 2023.

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.