

MINUTES OF THE SPECIAL MEETING, COMMITTEE OF THE WHOLE, OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, SEPTEMBER 25, 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 Mayor Frank Trilla, Village Clerk Deborah Hahn, Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, Gregory Ruffolo, Village Attorney Michael Durkin, 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, Superintendent of Senior Services Teresa Mrozik, and Deputy Clerk Christine Mardegan.

Absent: Chief Financial Officer Lora Flori, Deputy Chief Benjamin Kadolph, and Public Works Foreman AJ Passero.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Superintendent Mrozik to lead everyone in saying the pledge of allegiance.

4. VISITORS' BUSINESS

None present.

5. ITEMS FOR DISCUSSION:

a. COMMITTEE OF THE WHOLE ORDINANCE

Administrator Halloran explained the purpose of the ordinance was to reinforce current practices put in place in July of 2021. Currently the Committee of the Whole meetings are conducted under the auspices of a special meeting of the Board. This ordinance would create a structure specifically for the Committee of the Whole meetings. No change in meeting schedules would be created by this change in the ordinance.

The consensus of the Board was to move forward with creating a specific section in the Code of Ordinances for the Committee of the Whole.

b. PARK FACILITIES PRICING POLICY

Director Kleefisch opening the discussion on park pavilion and athletic field rental rates. These rates were last adjusted in 2012. In addition, there are some opportunities and inefficiencies that could be addressed at the same time.

Director Kleefisch provided a breakdown of the current pavilion rental rate structure and outlined proposed updates including:

- To improve efficiency, eliminate the required deposit, instead requiring a credit card as a deposit in the event of damage. This would eliminate the requirement for staff to refund deposits after the events.
- Create two four-hour rental windows for the parks allowing for multiple rentals per day. This would also better define the timeline for Public Works to prepare or repair the park space.

For the athletic field rentals, the current structure is a four-hour rental period, with the rental rate based per field, plus a flat \$25.00 fee for lights. After a survey of surrounding communities, Willowbrook is currently the only municipality operating on a per field basis.

The proposal is to move to an hourly rate for both the softball and soccer field use and the light usage rate. Once difference would be for the softball fields which would include both a "practice" and a "game" rate, the difference being the amount of field preparation required.

Administrator Halloran added that the increase in rates is not motivated by a desire for increased revenue, but rather to better absorb the costs already being accrued.

The Board agreed a review and changes to the park pricing structure is needed and recommended moving forward with the updates.

#### c. SENIOR SERVICES EXPANSION

Superintendent Mrozik provided a breakdown of Willowbrook Parks Department's current services, including demographics, registrations and program cancellations.

Plans moving forward include adapting the program to better connect with and serve our current residents, those of Willowbrook and Burr Ridge, by adapting our marketing to target the residents. We are also increasing our collaborative effort with Burr Ridge to return the focus of the senior programming back to Willowbrook.

For our updated marketing approach, we are focusing on social media, mailing, signage, posters, handouts and interacting with local businesses. Regarding programming, we will continue to diversify programming to serve active adults of all abilities and financial status. For continued growth of the program, we are developing relationships with Hinsdale and Darien to access an additional 8,000 plus residents aged 55 years and over.

The main goals of the program are to:

- Increase the number of participants served
- Increase revenue
- Reduce the number of cancellations
- Become a social hub

Mayor Trilla made the personal observation that, while attending a number of the senior events, one of the most surprising aspects was how few of the attendees were from Willowbrook. While other communities are walking away from providing services to this segment of the population, Willowbrook is actively seeking to fill the gap.

Administrator Halloran advised the Board this is the direction the Parks and Recreation department has been taking with Ms. Mrozik's arrival 3-4 months ago. He reinforced the idea that, in addition to seeking the participation of Hinsdale and Darien residents, we needed to better tap into our own senior residents.

Trustee Berglund was interested to know if Clarendon Hills had also been contacted. Director Kleefisch indicated that they have their own staff and programs and were not interested in participating to the extent that Hinsdale and Darien are.

The Board agreed that moving forward with the plans and suggestions for the senior services programs was a good idea.

d. STREET SIGN REQUEST AT THE INTERSECTION OF SNUG HARBOR DRIVE AND 67<sup>TH</sup> STREET.

Administrator Halloran indicated that Foreman Passero had received a request from the HOA at Nantucket requesting a no right turn sign at Snug Harbor Drive off of 67<sup>th</sup> Street due to the possible additional congestion once the traffic signal at 67<sup>th</sup> and Clarendon Hills Road is operational.

He indicated that he and Public Works have additional concerns with the impact of the signage, not only on cut through traffic, but also limiting access to residents. They are in discussions with the HOA as to what additional measures could be taken.

Staff are looking for additional direction and feedback from the Board. A traffic study could be conducted, at a cost of approximately \$1800.00. He recommends doing it after the traffic lights are installed, in approximately one month.

The Board recommended waiting until a few weeks after the traffic signals are implemented to see if a traffic study is warranted.

e. DISCUSSION FOR AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK TITLE 8 CHAPTER 8 SECTION 8-8-15 - PARKING RESTRICTIONS

Chief Kaspar indicated that this request came from the Gower School District shortly after the construction work was completed. The no parking signs on Cherry Tree Lane and Sheridan Drive did not coincide with the school's current arrival and dismissal times.

The parking restrictions by ordinance for those streets were on school days between the hours of 8:00 AM and 9:00 AM. As the current student hours are 7:45 AM to 2:25 PM, staff recommends that updating the no parking to the hours of 7:00 AM to 9:00 AM and 2:00 PM to 4:00 PM would better serve the area.

Questions were raised on the pickup and drop off procedures for the school. Chief Kaspar indicated that they are well aware of the situation and work with the school to reinforce the no parking areas and the use of the drop off lanes for the safety of both motorists and pedestrians in the area.

The Trustees were in agreement with the Chief's proposal for the change to the parking ordinance.

6. ADJOURNMENT

MOTION: Made by Trustee Berglund and seconded by Trustee Mistele to adjourn the Special Meeting at the hour of 6:04 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.

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.