

A G E N D A

COMMITTEE OF THE WHOLE MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, NOVEMBER 27, 2023, AT 5:30 P.M. AT THE COMMUNITY RESOURCE CENTER (CRC), 825 MIDWAY DRIVE, WILLOWBROOK, IL, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITORS' BUSINESS - Public Comment is Limited to Three Minutes Per Person
5. OMNIBUS VOTE AGENDA
 - a. WAIVE READING OF THE MINUTES (APPROVE)
 - b. MINUTES - BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING, OCTOBER 23, 2023 (APPROVE)
6. ITEMS FOR DISCUSSION:
 - a. DEVELOPMENT CONCEPT PLAN PROPOSAL AND PRESENTATION FOR 735 PLAINFIELD ROAD
 - b. PROPOSED BUILDING PERMIT FEE UPDATE
 - c. WATER UTILITY CUSTOMER PORTAL IMPLEMENTATION
 - d. PRESENTATION OF FISCAL YEAR 2023-24 YTD OCTOBER 31, 2023 FINANCIAL RESULTS OF THE GENERAL FUND.
 - e. DUPAGE WATER COMMISSION & CITY OF CHICAGO WATER SUPPLY CONTRACTS
7. ADJOURNMENT

MINUTES OF THE COMMITTEE OF THE WHOLE OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 23, 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, 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: Chief Financial Officer Lora Flori.

PRESENT VIA ZOOM: Village Attorney Thomas Bastian

PRESENT VIA ZOOM: Trustee Gregory Ruffolo

- a. MOTION – Motion to Allow Trustee Ruffolo to Attend the Meeting Remotely. (PASS)

MOTION: Made by Trustee Neal and seconded by Trustee Davi to allow Trustee Ruffolo to attend remotely.

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

MOTION DECLARED CARRIED

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Neal to lead everyone in saying the pledge of allegiance.

4. VISITORS' BUSINESS

None present.

5. ITEMS FOR DISCUSSION:

a. PRESENTATION - CITIZEN SURVEY RESULTS PRESENTATION

Assistant to the Administrator Arteaga presented the details of the 2023 survey results.

b. DISCUSSION - ADDITIONAL PUBLIC WORKS MAINTENANCE VEHICLE
PURCHASE

Foreman Passero provided information on the need for an additional vehicle for facilities and street maintenance. Staff is proposing the purchase of a Bobcat Tool Cat, a versatile, four-season vehicle. Staff proposes purchasing the vehicle, four attachments and a 60-month, 2,000-hour extended warranty. He outlined the various uses and benefits of the vehicle and the selected attachments, and the versatility of the vehicle.

If the Board provides positive feedback, staff will request a budget amendment at a future Board of Trustees meeting. As of right now, the cost is \$103,192.01 and includes the four attachments as well as the extended warranty. This machine was publicly bid out through Sourcewell.

After a few questions, the Board was unanimously in favor of the purchase.

c. PRESENTATION - SNOWPLOW OPERATIONS MANUAL

Foreman Passero indicated that, as part of the 2023-2024 Strategics Initiatives, staff was tasked with updating the Snowplow Operations Manual. The major changes with this update are the addition of a fifth snowplowing route, and contracting with NJ Ryan who can provide additional equipment and provide a full fleet of snowplowing equipment.

The purpose of this Manual is to provide a guide to the Board and to residents of snow plowing operations policy within the Village, including updated plow routes, a list of all village-owned equipment as well as contractor equipment, the costs associated with the contractor's equipment, updated repair contractors, and an updated set of expectations regarding snow plowing operations from the Public Works staff and contractors.

The Manual also includes an updated route map outlining the specific streets within the Village's responsibility.

Mayor Trilla thanked Foreman Passero and added he feels this is a great idea and is glad it is being made public information. It will help the residents appreciate the amount of effort being put into the snow plowing operations in the Village.

d. DISCUSSION - A MEMORANDUM OF UNDERSTANDING BETWEEN THE VILLAGE OF WILLOWBROOK AND THE ILLINOIS FRATERNAL ORDER OF POLICE (FOP) LABOR COUNCIL FOR A RETIREMENT HEALTH SAVINGS PLAN

Chief Kaspar explained that per the terms of the current collective bargaining agreement with the sworn officers and sergeants, passed in October of 2022 and valid through April 30, 2026, there is a requirement to establish payroll deductions for a Retirement Health Savings Plan upon designation by the union.

In July 2023, the union advised the Village that it has designated a plan through the National Public Pension Fund Association (NPPFA), and that the terms are to be set forth in a memorandum of understanding establishing the plan and outlining the contributions. The Village will not be required to contribute to the Plan, nor be responsible for any costs associated with the plan, save the initial startup and enrollment fee to establish the plan.

Chief Kaspar outlined the specifics of the Memorandum of Understanding and the Village's responsibilities and obligations, reinforcing that there is no financial responsibility for the plan to the Village.

e. DISCUSSION - PAID LEAVE AMENDMENT

Administrator Halloran reviewed the background and history of the Illinois Paid Leave for All Works Act ("Act"), the effective date, application, and exceptions. He also noted that, as a Home Rule community, the Village has the ability to exclude itself, as a municipal employer, from the Act.

What is being asked of the Board is, within the next month or so, to approve an ordinance that will preempt the Village from the Act, and to approve the existing Employee Handbook, approved in March 2022, as an ordinance. These actions would not make any change to any existing employee benefits, union or non-union.

Attorney Bastian added that there are a lot of questions regarding this bill. The Village is in a good position as there is already a plan in place that is better than the state statute.

Staff is asking for a consensus from the Board to take the following actions prior to January 1, 2024:

- The Village Board will approve an ordinance that will preempt itself as a municipality from the state's Paid Leave Act.
- The Village Board will approve the Employee Handbook as an ordinance.

After several questions and comments by the Mayor and Trustees, Attorney Bastian reiterated that the Village does have the option to opt out as the program in place for paid leave in the Village is better than what is being legislated.

As a final note, Administrator Halloran provided an update on the permitting issues at the 77 Lake Hinsdale Drive project. Staff, the engineers, and representatives of the Lake Hinsdale HOA met to address the situation. The permit was approved and issued within a couple of weeks.

Administrator Halloran also provided an update on the status of the Panda Express project. The deadline to meet the last six conditions for the permit is November 10, 2023. There are still outstanding items as of today. If all items are not received by the deadline, the application and permitting process would need to begin again, including going before the Plan Commission again.

ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adjourn the Committee of the Whole meeting at the hour of 6:16 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.

_____, 2023.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.



COMMITTEE OF THE WHOLE

AGENDA ITEM NO: 6.a.

DATE: November 27, 2023

SUBJECT:

Development concept plan proposal and presentation for 735 Plainfield Road

STAFF REPORT

TO: Mayor Trilla and Board of Trustees

FROM: Michael Krol, Director of Community Development

THROUGH: Sean Halloran, Village Administrator

PURPOSE AND ACTION REQUESTED

The subject property owner has approached Village staff with a proposal for Board feedback. Mr. Omar Dweydari is in attendance to present and discuss his future plans for an electric vehicle used car indoor showroom dealership and two outlot buildings for future drive-through restaurants located on the former Willowbrook Bowl site. The owner is looking for feedback on the proposal. Several zoning actions and approvals would be required, which are in the detailed summary below.

BACKGROUND/SUMMARY

The subject property was developed in 1963, as a bowling alley and restaurant. In 1973, ten years later, eight (8) additional bowling lanes were added towards the west. The Plan Commission first saw concepts for the subject property in September 2018 for the reuse and repurposing of the existing bowling alley building (now closed) for an entertainment venue consisting of boutique bowling, laser tag, video arcade and a restaurant bar. The concept also included Chase Bank as an outlot but never moved forward with a public hearing or Village Board vote.

On April 12, 2021, Ordinance 21-O-17 was denied, by a 6-0 vote, for a PUD (Planned Unit Development) proposal that included 65 deviations from the zoning and subdivision code and 41 conditions to demolish the existing Willowbrook Bowl building and construct a drive-through car wash, Guzman Y Gomez, a Mexican food restaurant with drive-through, and Chase Bank drive-through on the subject property.

Mr. Dweydari purchased the property in 2021 with the plan to turn it into a used car dealership with different amenities. The proposed site plan includes two (2) 2,000 square foot quick service restaurant (QSR) drive-through establishments and will utilize the existing building for an indoor showroom of used electric vehicle car sales. The proposal includes an addition of 4,800 square feet for a vehicle service area.

Several zoning actions will be required to move forward. An application for a Special Use for a Planned Unit Development (PUD) that includes automobile sales and two drive-through establishments, would require a Plan Commission public hearing and a Village Board vote. Village staff has identified at least two setback variations, four parking lot setback variations, and a variation to the number of parking spaces required for the three proposed uses as the site would require 164 total parking spaces per the Unified Development Ordinance.



Complete engineering plans that comply with DuPage County Stormwater Management, a traffic study, landscaping plans, detailed site plans, and building elevation renderings would be required as part of the submission.

FINANCIAL IMPACT

Mr. Dweydari will provide additional information on Village financial impact.

RECOMMENDED ACTION:

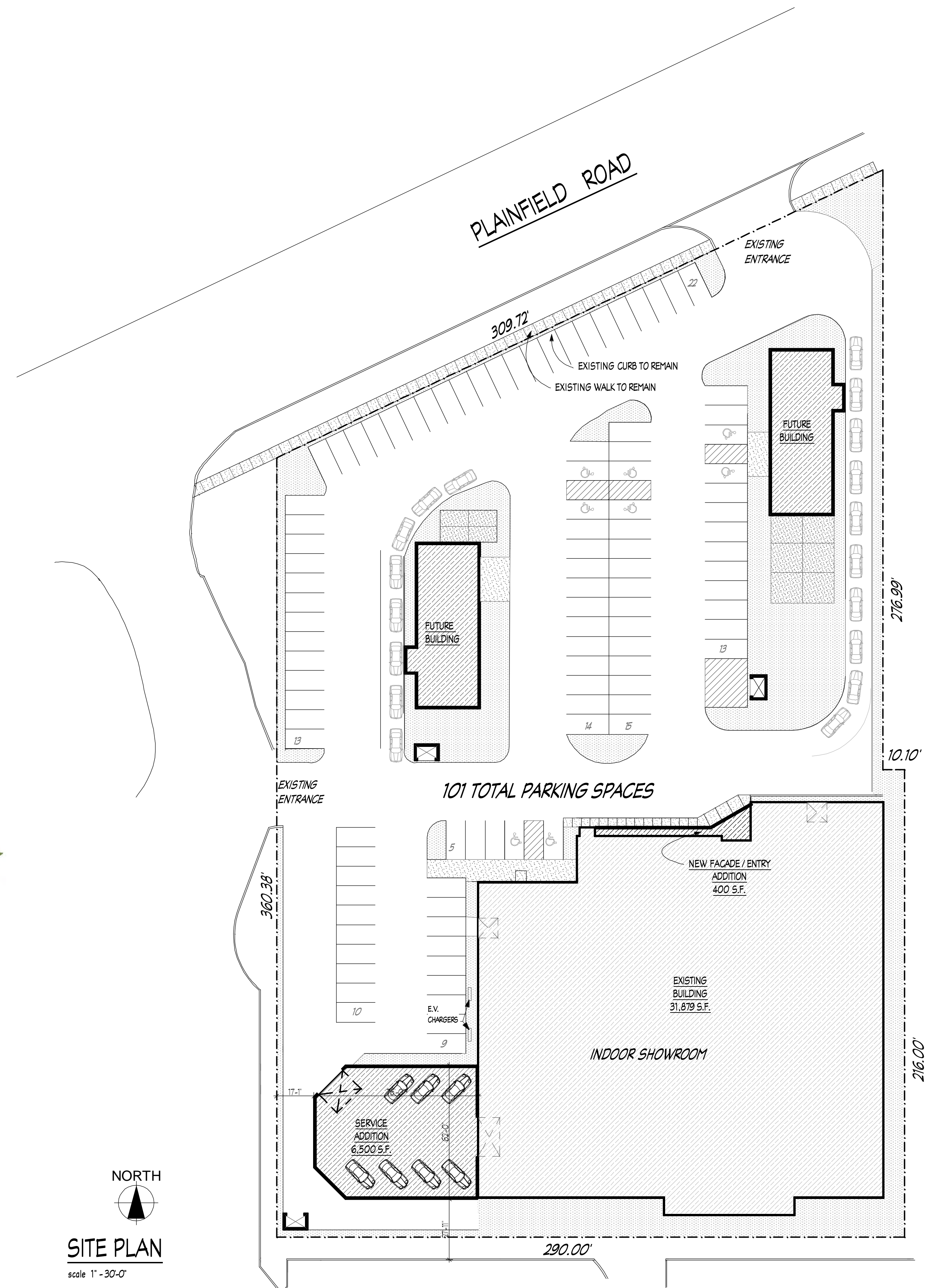
This is a preliminary step in the development process. Mr. Dweydari is seeking feedback from the Board on the proposed use of this site prior to seeking Plan Commission approval.

SITE STUDY

735 PLAINFIELD RD.

WILLOWBROOK, IL

LOT AREA_____ 2.79 ACRES



NORTH



SITE PLAN

scale 1" = 30'-0"

n. batistich, architects
MEADOWBROOK OFFICE CENTER
16W475 S. FRONTAGE RD., SUITE 201
BURR RIDGE, IL 60527 (630) 986-1773
IL. DESIGN FIRM LIC. NO. 184.004493

TO THE BEST OF MY KNOWLEDGE AND BELIEF WITH THE REQUIREMENTS OF THE APPLICABLE BUILDING CODES

CONTRACTOR SHALL VERIFY ALL PLAN AND DIMENSIONS AND CONDITIONS ON THE JOB AND SHALL IMMEDIATELY NOTIFY THE ARCHITECTS, IN WRITING, OF ANY DISCREPANCIES BEFORE PROCEEDING WITH WORK OR BE RESPONSIBLE FOR SAME.

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DRAWN BY:

SCALE:

APPROVED BY:

HEET No. _____

PRELIMINARY



COMMITTEE OF THE WHOLE

AGENDA ITEM NO: 6.b.

DATE: November 27, 2023

SUBJECT:

PROPOSED BUILDING PERMIT FEE UPDATE

STAFF REPORT

TO: Mayor Trilla and Board of Trustees

FROM: Michael Krol, Director of Community Development
Adam Guzik, Deputy Director of Community Development
Alex Arteaga, Assistant to the Village Administrator

THROUGH: Sean Halloran, Village Administrator

PURPOSE AND ACTION REQUESTED

Review and discuss the Village staff's proposed permit fee update.

BACKGROUND/SUMMARY

Staff from Community Development and the Village Administrator's Office have analyzed the current permit fee schedule and are proposing several updates. Ordinance 19-O-14 was the last permit fee update and, prior to 2019, permit fees were last updated in 2011.

Staff have worked towards providing Willowbrook residents and businesses with better customer and permit service. As of 2023, staff is issuing basic HVAC, roof, and window permits over the counter; most fences, pavement, and driveways within 24 hours; and providing residential remodel plan reviews in-house thus reducing the review time.

Staff is proposing updates to the permit fee schedule throughout Section 4-2-11 of the Willowbrook Code of Ordinances, starting with a single-day permit fee menu, where the permit fee, review, inspection, and certificate of compliance are included so residents know what the cost will be upfront. All the permit types in the chart below are reviewed in-house, which allows for a single, all-inclusive permit fee. The proposed fees are only slight increases from the current fees, which do not now include the reviews, inspections, and certificate of compliance. The fees below are the total amount residents would pay for the listed single-family residential project types:

Community Development staff have surveyed permit schedules for other municipalities in the area. The results show that municipalities have lower, all-inclusive residential permit fees for projects like HVAC, fences, windows, roofs, etc., and higher fees for non-residential permits like parking lots, HVAC rooftop units, tenant remodel projects. It was discovered that 14 out of 20 municipalities surveyed include a percentage-based fee on specific project categories based on the construction value.



Staff proposes the following updates that include a percentage-based permit fee for various types of projects based on construction valuation:

Single-Family Residential:	Includes: Fee, Review, Inspection, and Certificate of Compliance
Roof	1% or a minimum of \$150
Windows, Doors, Etc.	1% or a minimum of \$150

Multi-Family & Non-Residential:	Includes: Fee, Review, Inspection, and Certificate of Compliance
Fences	1% or a minimum of \$250
Patio, sidewalk, stoop, etc.	1% or a minimum of \$250
Windows 1-10	1% or a minimum of \$250
Windows 11+	1% or a minimum of \$350
Lawn Sprinklers	1% or a minimum of \$500

Multi-Family & Non-Residential:	+ Review, Inspections, and Certificate of Compliance
All Parking Lots (multi-family & non-residential)	1% of construction value + review & inspections, minimum \$350
All Roofs (multi-family & non-residential)	1% of construction value + review & inspections, minimum \$350
All HVAC (Multi-fam, non-residential, commercial rooftop units)	1% of construction value + review & inspections, minimum \$350
Water Heater/Boiler (multi-family & non-residential)	1% of construction value + review & inspections, minimum \$350

The proposed minimum fee above is a slight increase from what the current fees are. The percentage calculations will provide the additional permit fee revenue that makes up for being able to provide residents with an all-inclusive permit fee.

A/C and Furnace	\$150	Includes: Review, inspection, and certificate of compliance.
Water Heater	\$150	Includes: Review, inspection, and certificate of compliance.
Fence	\$150	Includes: Review, inspection, and certificate of compliance.
Shed	\$150	Includes: Review, inspection, and certificate of compliance.
Driveway	\$150	Includes: Review, inspection, and certificate of compliance.
Driveway w/ culvert	\$175	Includes: Review, inspection, and certificate of compliance.
Sidewalks, Patio, Stoops, Pavers	\$150	Includes: Review, inspection, and certificate of compliance.
Lawn Sprinklers	\$200	Includes: Review, inspection, and certificate of compliance.
Swimming Pools (Above Ground)	\$300	Includes: Review, inspection, and certificate of compliance.
Decks	\$250	Includes: Review, inspection, and certificate of compliance.



The department has reviewed the increases from 2011 and 2019 for cubic footage calculations for residential and non-residential permits for additions, alterations, tenant buildouts, interior remodels, and structural alterations and propose the following increases:

Single-Family Residential, Townhouses, Condominium and Apartment Units:	2011	2019	2024
Cubic Foot Content	\$0.07	\$0.08	\$0.10
Cubic Foot Content (roofed over area)	\$0.03	\$0.035	\$0.04
Non-Residential:			
Cubic Content, First 100k	\$0.09	\$0.10	\$0.11
Cubic Content, 100k to 200k	\$0.07	\$0.08	\$0.09
Cubic Content, 200k to 500k	\$0.05	\$0.0575	\$0.65
Cubic Content, 500k<	\$0.03	\$0.0375	\$0.045

Community Development staff would like to add the following language to the permit fee schedule, which highlights fines for work started or completed without the benefit of a building permit:

“Permit Fees: Permit fees shall be such fees as established from time to time by resolution of the Village Board. A permit shall not be issued until all required fees have been paid. A penalty fee in the amount of two (2) times the regularly established permit fee plus up to ten percent (10%) of the value of the construction project for which the permit is being applied shall be assessed in all cases where construction has commenced prior to the issuance of a building permit, provided, however, that the minimum penalty fee shall be not less than \$125.00 for residential permits and \$750.00 for non-residential projects. The determination by the Village Administrator as to whether the construction has commenced prior to the issuance of the permit and the value of the construction involved shall be deemed final.”

Finally, Village staff is proposing a \$60 per day for any outdoor storage of a vehicle, boat, trailer, etc. stored on Village property. \$60 is the maximum allowed per Illinois State Statute.

FINANCIAL IMPACT

Permit fees have been updated historically every several years. The proposed single-day review permit menu offers an overall lower total fee to the residents of Willowbrook since all the individually listed permit projects are reviewed in-house. The proposed percentage of construction value and increased cubic content fees on larger non-residential projects will make up the cost savings and provide an overall increase in revenue to offset any inflation costs.

RECOMMENDED ACTION:

Discuss the proposal and provide staff with feedback.



Village of WILLOWBROOK

BUILDING PERMIT FEE SCHEDULE Single-Family Residential Single-Day Permit Reviews

Permit Type:	Total Permit Fee:	Fees Includes:
A/C and Furnace	\$150	Review, inspection, and certificate of compliance.
Water Heater	\$150	Review, inspection, and certificate of compliance.
Fence	\$150	Review, inspection, and certificate of compliance.
Shed	\$150	Review, inspection, and certificate of compliance.
Driveway	\$150	Review, inspection, and certificate of compliance.
Driveway w Culvert	\$175	Review, inspection, and certificate of compliance.
Sidewalks, Patio, Stoops, Pavers	\$150	Review, inspection, and certificate of compliance.
Lawn Sprinklers	\$200	Review, inspection, and certificate of compliance.
Swimming Pools (Above Ground)	\$300	Review, inspection, and certificate of compliance.
Decks	\$250	Review, inspection, and certificate of compliance.

Accessory Structures (Pergolas, Gazebo's, Awnings, Detached Garages etc.)	\$250	Plus, review & inspections fees, \$100 minimum.
Windows, Doors, Skylights, etc.	\$150 minimum or 1% of construction value. Fee includes review, inspection, and certificate of compliance.	
Re-Roof	\$150 minimum or 1% of construction value. Fee includes review, inspection, and certificate of compliance.	



COMMITTEE OF THE WHOLE

AGENDA ITEM NO: 6.c.

DATE: November 27, 2023

SUBJECT:

Water Utility Customer Portal Implementation

STAFF REPORT

TO: Mayor Trilla and Board of Trustees

FROM: Alex Arteaga, Assistant to the Village Administrator

THROUGH: Sean Halloran, Village Administrator

PURPOSE AND ACTION REQUESTED

Village staff have been reviewing the implementation of a Water Utility Customer Portal. Staff is requesting that the Board of Trustees consider the implementation of such software.

BACKGROUND/SUMMARY

Part of staff's strategic initiatives for this fiscal year was to research and potentially implement a Water Utility Customer Portal that tracks water usage. The primary benefit to residents of a Water Utility Customer Portal is that it allows residents and businesses to monitor water usage and gives them a variety of self-service solutions that can help manage their monthly water consumption. A key aspect of such a portal for staff is that it provides them with easier means of communication regarding water usage information. The software will allow staff to gain insightful analytics, reporting, and customer management tools to better meet the community's needs.

Currently, residents are not able to review their water usage in real-time. Instead, the only reporting method that residents and businesses have available to them for water consumption information is the monthly utility bill they receive that includes meter readings and water consumption data.

From June to August 2023, an average of 7% of water utility customers submitted electronic payments. Staff believes this percentage of customers making electronic payments will increase significantly once a water utility customer portal with an easy-to-follow online payment link is implemented.

FINANCIAL IMPACT

Bids for the Water Utility Customer Portal RFP were due on 9/28/23. Quoted prices from KUBRA, the only vendor to submit a bid, for a Water Utility Customer Portal are below:

Item	Cost
Set-up/One-time Costs	\$5,000
Year 1 Costs	\$12,500
Year 2 Costs	\$12,500
Year 3 Costs	\$12,500
TOTAL	\$42,500

RECOMMENDED ACTION:

Staff recommends the Village Board award a Water Utility Customer Portal agreement to KUBRA. From there, staff will work with KURBA and Aclara to implement the water utility customer portal for administrative and public use.



COMMITTEE OF THE WHOLE

AGENDA ITEM NO: 6.d.

DATE: November 27, 2023

SUBJECT:

PRESENTATION OF FISCAL YEAR 2023-24 YTD OCTOBER 31, 2023 FINANCIAL RESULTS OF THE GENERAL FUND.

STAFF REPORT

TO: Mayor Trilla and Board of Trustees
FROM: Lora Flori, Chief Financial Officer
THROUGH: Sean Halloran, Village Administrator

PURPOSE AND ACTION REQUESTED

Presentation and discussion of the financial results of the General Fund for FY2023-24 for the Six-Months Ending October 31, 2023.

BACKGROUND/SUMMARY

After the close of the Village's financial results for the six months ending October 31st, the Finance Department presents the year-to-date General Fund operating revenues and expenses to the Board. The YTD operating revenues and expenses for FY2023-24 will be compared to FY2022-23 and FY2021-2022 for the six months ending. The YTD financial results for the General Fund will also be compared to the budget.

The presentation of the current fiscal year's financial results for the General Fund for the six-months ending October 31, 2023 includes the following:

- a. Actual monthly operating revenues for May through October.
- b. Three-year trend of the General Fund operating revenues.
- c. YTD department expenses.
- d. YTD expenses by category – personnel, contractual and commodities.

The presentation provides an opportunity to discuss the year-to-date financial results of the General Fund.

FINANCIAL IMPACT

There is no financial consideration as part of this presentation.

RECOMMENDED ACTION:

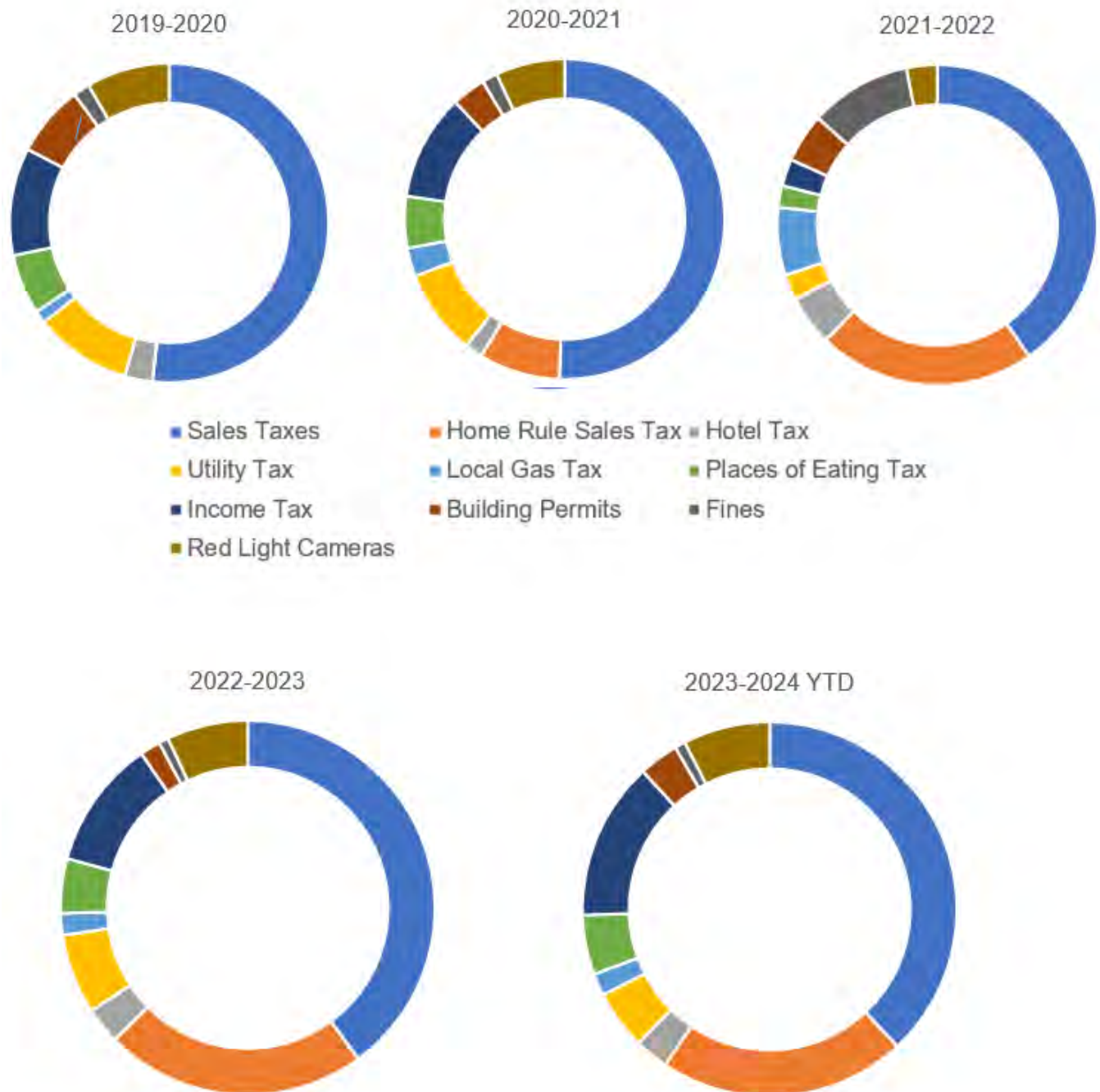
Provide comments or feedback and/or ask questions.



	October 2021 YTD Actual	October 2022 YTD Actual	October 2023 YTD Actual	% Change from 2022-2023
Sales Taxes	\$2,514,392	\$2,595,358	\$2,741,409	6%
Home Rule Sales Taxes	\$1,358,108	\$1,472,008	\$1,509,893	3%
Business District Sales Tax	\$310,738	\$302,216	\$337,040	12%
Hotel Tax	\$123,694	\$238,518	\$199,277	-16%*
Utility Tax	\$383,565	\$421,407	\$368,413	-13%
Local Gas Tax	\$149,677	\$115,297	\$132,930	15%
Motor Fuel Tax	\$173,462	\$177,287	\$204,447	15%
Places of Eating Tax	\$314,984	\$321,950	\$351,943	9%
Income Tax	\$641,704	\$837,325	\$806,127	-4%
Building Permits	\$214,740	\$143,508	\$213,286	49%
Fines	\$123,289	\$58,080	\$59,798	3%
Red Light Camera	\$444,100	\$491,535	\$573,624	17%



Three-Year Revenue Trend

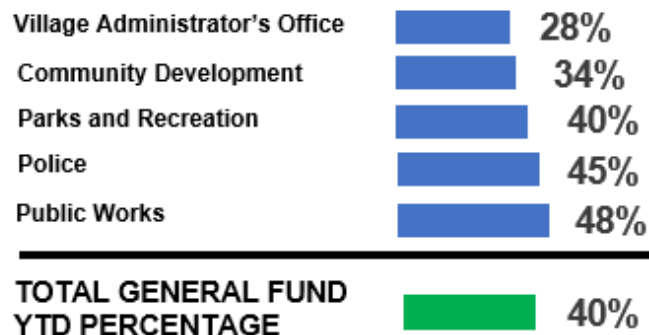




YTD Department Expenses

Based on the percentage of the calendar year that has passed, it is anticipated that a department's expenditures after six months will total 50% of its budget.

	Village Administrator's Office	Community Development	Parks and Recreation	Police	Public Works
YTD	\$856,024	\$198,235	\$322,981	\$2,840,621	\$559,827
% of Budget	28%	34%	40%	45%	48%



YTD Expenses by Category

	Village Administrator's Office		Community Development		Parks and Recreation		Police		Public Works	
	23-24 Est.	23-24 Actual	23-24 Est.	23-24 Actual	23-24 Est.	23-24 Actual	23-24 Est.	23-24 Actual	23-24 Est.	23-24 Actual
Personnel	50%	35%	50%	41%	50%	41%	50%	44%	50%	41%
Contractual	50%	27%	50%	35%	50%	41%	50%	49%	50%	50%
Commodities	50%	51%	50%	44%	50%	30%	50%	28%	50%	49%



COMMITTEE OF THE WHOLE

AGENDA ITEM NO: 6.e.

DATE: November 27, 2023

SUBJECT:

DUPAGE WATER COMMISSION & CITY OF CHICAGO WATER SUPPLY CONTRACTS

STAFF REPORT

TO: Mayor Trilla and Board of Trustees

FROM: Alex Arteaga, Assistant to the Village Administrator

THROUGH: Sean Halloran, Village Administrator

PURPOSE AND ACTION REQUESTED

The water supply contracts with DuPage Water Commission and with the City of Chicago are up for renewal.

BACKGROUND/SUMMARY

Over the past couple of years, the DuPage Water Commission (“DWC”) has entered into several discussions with the City of Chicago regarding the existing contract between the two entities. As a result of those discussions, the Village Board is required to pass two resolutions prior to December 31, 2023 in order to retain membership in the DuPage Water Commission. There are a few changes including no longer having water minimums, allowing new joint voting members in counties outside of DuPage, and administrative changes. The approvals include (1) adopting a municipal contract extension agreement, and (2) a resolution, required in Section 16 of the existing agreement, which requires concurrence from $\frac{3}{4}$ (three-quarters) of the Commission’s customers.

Furthermore, the City of Chicago contract is up for renewal in 2024. DWC is recommending all of its members approve this extension with the City of Chicago for 15-20 years. During the term of the renewed contract, DWC will explore several opportunities for alternative solutions for their members. As the Board is aware, the City of Chicago has continuously raised rates since 2011, which are subsequently passed on to DWC and eventually the Village. Additionally, the City of Chicago does not charge DWC based on a cost-of-service model, the use of which would see a significant decrease in the existing rate. On the contrary, the rate model currently used has created several more issues and increased costs for residents and businesses throughout DuPage County.

FINANCIAL IMPACT

This item is not related to any water rate increases or decreases.

RECOMMENDED ACTION:

Staff recommends the Village Board approve both resolutions at the next Board meeting in December.