

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 TUESDAY, MAY 28, 2024, 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, APRIL 22, 2024 (APPROVE)
6. ITEMS FOR DISCUSSION:
 - a. HOMELAND SECURITY TRAINING INSTITUTE (HSTI) PARTNERSHIP
 - b. PARTNERSHIP WITH LAKE HINSDALE VILLAGE HOMEOWNERS ASSOCIATION TO OFFER SPECIAL EVENTS AND PROGRAMMING ON LAKE HINSDALE VILLAGE PROPERTY
 - c. DISCUSSION OF NEW EQUIPMENT PURCHASES FOR THE CONTINUING PARTNERSHIP WITH THE ILLINOIS ATTORNEY GENERAL (AG) ORGANIZED RETAIL CRIME (ORC) PROGRAM.
7. ADJOURNMENT

MINUTES OF THE COMMITTEE OF THE WHOLE OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, APRIL 22, 2024 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, Michael Mistele, Gayle Neal, Gregory Ruffolo, Village Attorney Michael Durkin, Village Administrator Sean Halloran, Assistant to the Village Administrator Alex Arteaga, Director of Parks and Recreation Dustin Kleefisch, Chief Financial Officer Lora Flori, Director of Community Development Michael Krol, Chief Lauren Kaspar, Deputy Chief Benjamin Kadolph, Deputy Clerk Christine Mardegan, and Director of Public Works Rick Valent.

ABSENT: Deputy Chief Gerard Wodka.

Trustee Umberto Davi arrived at 5:34 p.m.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Mr. Brian Pabst to lead everyone in saying the pledge of allegiance.

4. VISITORS' BUSINESS

None present.

5. OMNIBUS VOTE AGENDA

- a. WAIVE READING OF THE MINUTES (APPROVE)
- b. MINUTES - BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING - FEBRUARY 26, 2024 (APPROVE)

Mayor Trilla asked the Board if there were any items to be removed from the Omnibus Vote Agenda.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to approve the Omnibus Vote Agenda as presented.

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

MOTION DECLARED CARRIED

6. ITEMS FOR DISCUSSION:

a. WILLOWBROOK ECONOMIC DEVELOPMENT PARTNERSHIP (WEDP) ECONOMIC DEVELOPMENT PRESENTATION

The agreement signed with the WEDP in 2022, for which funds were approved, expires in October 2025. Part of the agreement requires the WEDP to report to the Board with an update on economic development within the Village.

Mr. Brian Pabst, Executive Director of the WEDP, indicated that the first 18 months of the organization has been successful and provide some highlights of its accomplishments:

- Helped Bibibop Asian Grill establish as an outlot of the Willowbrook Town Center. The expectation is for greater sales tax revenue than previous tenant of the space.
- WEDP team meets regularly with the Harlem-Irving Management group, the owner of the Willowbrook Town Center, the premier retail location in the Village. The greatest concern this year has been the vacancy created by the bankruptcy of Bed, Bath & Beyond. The new tenant will continue to generate considerable revenue for the Village. The Mayor, Village Administrator, and outside real estate broker Mike Mallon were instrumental in arranging the new contract.
- Discussions have also been held between the WEDP and the Kia dealership. With pressure from the corporate offices, Kia has been seeking a larger location to avoid being forced to relocate. With assistance, Kia has been able to acquire an additional acre of land.

Willowbrook is becoming more prominent and visible as evidenced by visits to the development website, as well as increased phone calls to the WEDP offices. The commercial development availability database is available and updated regularly, in addition to a detailed TIF-specific availability list.

The Partnership is undergoing its first audit as the fiscal year closes the results of which should be available in the next couple of months and will be provided to the Board.

Trustee Ruffolo added that the WEDP is moving in a good direction with a lot of different opportunities available.

b. CONSIDERATION FOR DELTA MARRIOTT WITHIN THE DUPAGE COUNTY VISITORS' BUREAU

Trustee Neal presented a background on the Delta Marriott and the past rocky relationship with the Village. Originally, the Delta Marriott as well as three other hotels in the Village were part of the DuPage Convention and Visitors Bureau (DCVB). Although the properties generate revenue from the Hotel Tax, the expenses for their participation in the DCVB outstripped the benefit and raised questions on how the money was being spent. The Village eventually withdrew their support of the DCVB.

The new management of the Delta Marriott would once again like to participate and be involved in the DCVB with the goal of increasing business in Willowbrook.

Trustee Neal feels that with the improvements to the hotel being completed by the new management, that participating in the DCVB would once again be a worthwhile consideration for the Village.

c. POLICE DEPARTMENT QUARTERLY CRIME UPDATE - Q1 2024

Chief Kaspar explained that, as an expansion of the department's monthly reports, the department is providing a quarterly update to provide a more in-depth discussion, prior to publishing the annual report.

Summarized information included in the report:

- a. Total Dispatched Calls for the first quarter of calendar years 2020 through 2024
- b. Traffic Enforcement Summary for the first quarter of calendar years 2020 through 2024
- c. Traffic Accident Summary for the first quarter of calendar years 2020 through 2024
- d. Offense Trends from January 2023 to current
- e. A heat map overview for all calls requiring written reports during the first quarter of calendar year 2024
- f. Investigative section updates

Deputy Chief Kadolph provided the investigative section update. The highlights included:

- Partnered with DuMeg and the Burr Ridge PD to complete another operation targeting hotel crimes resulting in (5) five criminal arrests.

- Sent tactical officers to DuMeg for temporary assignment to assist their task force and receive valuable training and experience to help address vice type crimes here in Willowbrook.
- Continued our participation in the DuPage County Saturation Missions completing (9) nine missions this quarter.
- Partnered with Burr Ridge PD to bring valuable Property/Evidence Room training from BEAST in our preparation to better manage our Property and Evidence using our Community Service Officer as a custodian.
- Multiple personnel attended Evidence Technician advance training.
- Completing full installation of our first round of ORC Grant funded retail security cameras.
- The installed cameras have been successful in multiple criminal investigations.
- Working with our hotels to establish education to hotel staff and a line of communication for large group stays and/or any special events/groups.

7. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to adjourn the Committee of the Whole meeting at the hour of 5:59 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.

_____, 2024.

Frank A. Trilla, Mayor

Minutes transcribed by Administrative Assistant Jody Wegrzynski.



COMMITTEE OF THE WHOLE

AGENDA ITEM NO: 6.a.

DATE: May 28, 2024

SUBJECT:

HOMELAND SECURITY TRAINING INSTITUTE (HSTI) PARTNERSHIP

STAFF REPORT

TO: Mayor Trilla and Board of Trustees
FROM: Gerard Wodka, Deputy Chief of Police
THROUGH: Sean Halloran, Village Administrator

PURPOSE AND ACTION REQUESTED

Village staff are seeking feedback on entering a partnership with the Homeland Security Training Institute (HSTI) to meet the training needs of the Willowbrook Police Department.

BACKGROUND/SUMMARY

Typically, when it comes to firearms training in law enforcement, the most common image that comes to mind is an officer standing on a range, with a silhouette target down range. This type of training is marksmanship training. HSTI's facilities provide an unmatched training experience, in particular for departments the size of Willowbrook Police Department. Typically, larger departments have their training facilities, some even their training academies, while smaller agencies try and assemble their training piece-meal. HSTI, which hosts SLEA (Suburban Law Enforcement Academy), allows partnerships with agencies like Willowbrook, providing the opportunity to utilize state-of-the-art training facilities.



Tactical Indoor Firearms Range

The 50-yard firearms range can hold up to 24 shooters and allows for vehicles to be placed down range. Ranges currently utilized by the Willowbrook Police Department do not allow vehicles to be used on the range, which is critical to training. An indoor range allows for a controlled environment to learn new skills, without having to battle weather conditions at outdoor ranges. The lighting can also be adjusted to mimic different lighting situations faced in the field, no matter the time-of-day training is being conducted.



Classroom / Firearm Cleaning Stations

HSTI offers a classroom and firearms cleaning area. Willowbrook Police utilize the ISP (Illinois State Police) outdoor firearms range, however, they do not permit the cleaning of firearms on site. Department instructors and armorers can work with students in a controlled space to ensure their weapons systems are in working order.

The classroom also offers an environment where presentations and traditional learning can take place. The classroom, cleaning station, and range are in the same building, allowing students to go right from the classroom into the training environment.



4-D Immersive Street Scene

The 4-D immersive street scene provides a full-scale street with sidewalks and working fire hydrants. Squad cars can be driven onto the street for simulation training. A lighting system can be adjusted to simulate day or night and add the effect of flashing lights. A video system provides live feeds to classrooms and observation spaces for students and instructors.



VIRTRA

A 300-degree video simulator is used to immerse students in real-world situations. Subject matter experts heavily test the trainee's critical thinking skills, firearms skills under pressure, and psychological preparation for close quarter combat with carefully crafted scenarios often based on real-life incidents.



Mat Room

The mat room provides a safe training environment to reinforce defensive tactics, handcuffing and physical tactical maneuvers. Without defensive tactic training to effectively control situations without weapons, when available weapons fail (Taser, OC, baton, etc.), the officers resort to their remaining option, a firearm.



FINANCIAL IMPACT

The approved budget for training and range usage would be used to offset the financial impact. The chart below outlines the fees for the various facilities. No additional funding outside of the approved budget is being sought.

HSTI Tactical Training Pricing (Training Technician Included) – Pricing as of January 1, 2024	
4-Hour Range (Ammunition separate)	\$300.00
8-Hour Range (Ammunition separate)	\$600.00
4 Hour VirTra Simulator Time	\$ 350.00
4 Hour TI Training Simulator Time (Portable simulator can be used at your location)	\$375.00
4 Hour Milo Simulator Time	\$350.00
1 Day (8-Hour) Street Scene (Half price for 4-hours)	\$700.00
1 Day Mat Room (Half price for 4-hours)	\$500.00
Smoke Room	\$500.00
HEC 1007 – Full day	\$250.00
HEC 1008 – Full day	\$250.00
HEC 1022 – Full day with A/V tech	\$550.00
HEC 2029 A or B (Double for both classrooms)	\$250.00/ \$500.00
HTC 1001A or B (Double for both classrooms)	\$250.00/ \$500.00
HTC 1018 – Full day	\$250.00

RECOMMENDED ACTION:

Staff is seeking feedback on forming a partnership with the Homeland Security Training Institute.



Village of **WILLOWBROOK**

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**Parks &
Recreation**

COMMITTEE OF THE WHOLE

AGENDA ITEM NO: 6.b.

DATE: May 28, 2024

SUBJECT:

PARTNERSHIP WITH LAKE HINSDALE VILLAGE HOMEOWNERS ASSOCIATION TO OFFER SPECIAL EVENTS AND PROGRAMMING ON LAKE HINSDALE VILLAGE PROPERTY

STAFF REPORT

TO: Mayor Trilla and Board of Trustees
FROM: Dustin Kleefisch, Director of Parks and Recreation
THROUGH: Sean Halloran, Village Administrator

PURPOSE AND ACTION REQUESTED

The purpose of this item is to update the Board of Trustees on a partnership with Lake Hinsdale Village Homeowners Association to offer special events and programming at the Lake Hinsdale Village property.

BACKGROUND/SUMMARY

At the direction of the Village Administrator at the September 25, 2023 Committee of the Whole, staff has been working tirelessly in increasing resident participation in Active Adults and community programming. Earlier this year, staff and representatives from Lake Hinsdale Village (LHV) began discussions to create an agreement that will permit LHV residents to participate in programming from the Village on their campus. Superintendent Mrozik and Director Kleefisch met with Marcy Mossburg to tour the facility and property to get an idea of what programs and events could be hosted at Lake Hinsdale Village. A discussion ensued regarding logistics, expectations, registrations, and specific programs to refine the programs and events that could be offered at Lake Hinsdale Village.

As a result of this discussion a Neighborhood Nights event, Outdoor Movie Night, Family Bingo Night, and exercise classes (Pilates) were selected. For these specific programs, the Village already has the supplies and equipment necessary to execute the programs and events, resulting in minimal overhead for these programs. Staff will create unique registration codes for these programs to specifically identify them as LHV events. All registration for the Lake Hinsdale Village programs and events will be done by the Village and all revenues will belong to the Village. Overall, the expenses for the proposed programs will be under a thousand dollars.

During the budgeting process, Director Kleefisch budgeted \$1,500 per community event. The Lake Hinsdale Village events fall within that range and will not require any additional funding, Director Kleefisch prepared program budgets for each program; Neighborhood Night fee – \$5 per person, Outdoor Movie night – free, Family Bingo Night fee – \$10 per person. Like our current programs, if minimums are not met or maximum numbers are exceeded, the programs will be canceled, and expenses will be recouped.

These programs will be replicated versions of the programs that we already run. They will be scheduled on dates that will not interfere with other Village programs or events. Overall, this is a wonderful pilot program



opportunity for the Village to test how programming at specific HOA locations can work. This opportunity will provide us with valuable information and insight into how this model can be scaled in the coming years to reach other HOA communities within the Village. With Lake Hinsdale Village having such a large community and being in the sector that has not received much participation from residents, this could provide a valuable opportunity to increase visibility, connection with residents, and build the programs and department exposure.

FINANCIAL IMPACT

The anticipated expenses will be \$1,000 and revenue generated will be determined by registration totals.

RECOMMENDED ACTION:

Staff is looking for input from the Board regarding the partnership to host programs and events at the Lake Hinsdale Village property.



VILLAGE OF WILLOWBROOK HOSTS

LAKE HINSDALE

VILLAGE

Night Out

SUMMER 2024



CODE
5458

FAMILY BINGO NIGHT | TUESDAY, JUNE 25TH

- ✓ EACH PARTICIPANT WILL RECEIVE TWO BINGO CARDS TO PLAY. PIZZA AND REFRESHMENTS WILL BE SERVED. PRIZES WILL BE AWARDED TO THE WINNERS.
\$10 PER PERSON

CODE
5456

NEIGHBORHOOD NIGHT | FRIDAY, JUNE 28TH

- ✓ THE VILLAGE WILL BRING A VARIETY OF ACTIVITIES, ENTERTAINMENT, AND FOOD (BAG OF CHIPS, POP/WATER, HOT DOGS, AND HAMBURGERS) TO OUR COMMUNITY.
\$5 PER FAMILY

CODE
5457

OUTDOOR MOVIE NIGHT | TUESDAY, JULY 23RD

- ✓ YOU BRING YOUR BLANKET AND LAWN CHAIRS. THE VILLAGE WILL PROVIDE THE POPCORN.
FREE BUT PLEASE REGISTER



Village of **WILLOWBROOK**

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Police

COMMITTEE OF THE WHOLE

AGENDA ITEM NO: 6.c.

DATE: May 28, 2024

SUBJECT:

DISCUSSION OF NEW EQUIPMENT PURCHASES FOR THE CONTINUING PARTNERSHIP WITH THE ILLINOIS ATTORNEY GENERAL (AG) ORGANIZED RETAIL CRIME (ORC) PROGRAM.

STAFF REPORT

TO: Mayor Trilla and Board of Trustees
FROM: Lauren Kaspar, Chief of Police
THROUGH: Sean Halloran, Village Administrator

PURPOSE AND ACTION REQUESTED

Presentation and discussion of the purchase of six (6) Mobile Pro System cameras in the Village's continuing partnership with the Illinois Attorney General (AG) agreement for combating and preventing Organized Retail Crime (ORC).

BACKGROUND/SUMMARY

With the award of the Attorney General (AG) of the State of Illinois Organized Retail Crime (ORC) Grant for the State fiscal year 2024, the Department has researched and met with grant identified vendors to prepare for the equipment purchase portion of this grant. This vendor is the same vendor as the camera purchase for the ORC Grant for State fiscal year 2023.

The Intergovernmental Grant Agreement (IGA) between the Village of Willowbrook and the AG of the State of Illinois was approved at the Board. The grant award was for \$90,000 of which \$82,000 was approved for equipment purchase to be obligated by June 30, 2024. This equipment purchase will include five (5) primary Pro Sentry Mobile surveillance cameras and one (1) secondary Pro Sentry Mobile surveillance camera. Mobile Pro Systems is the vendor specifically identified on the AG ORC Grant for this project.

FINANCIAL IMPACT

This \$75,520 purchase is part of the ORC Grant monies that have already been received by the Village.

RECOMMENDED ACTION:

Provide comments or feedback and/or ask questions.