

MINUTES OF THE COMMITTEE OF THE WHOLE OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, AUGUST 26, 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, 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 Village Administrator Alex Arteaga, Chief Financial Officer Lora Flori, Director of Parks and Recreation Dustin Kleefisch, Director of Community Development Michael Krol, Director of Public Works Rick Valent, Chief Lauren Kaspar, Deputy Chief Benjamin Kadolph, Deputy Chief Gerard Wodka, and Deputy Clerk Christine Mardegan.

ABSENT: None.

Also present was Public Works Foreman AJ Passero.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Ruffolo 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 - JULY 22, 2024 (APPROVE)

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

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

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

MOTION DECLARED CARRIED

6. ITEMS FOR DISCUSSION:

- a. FIRST QUARTER FINANCIAL REPORT

Administrator Halloran reviewed the first quarter financial data included in the agenda packet. He noted that this quarterly report is designed to provide more in-depth information than the monthly reports the Board currently receives. He pointed out that in addition to providing the Board with the quarter-over-quarter comparison in revenue generated, it is important to note the comparison to the percentage of the budgeted dollars the income represents.

He made special note of the increase in the Video Gaming Terminal revenue and the phenomenal increase in Building Permit revenue; up 133% over the same quarter last fiscal year and 77% of the budgeted dollars. He gave credit to Director Krol and his team for their efforts. They are meeting the demands of their department and exceeding expectations.

In reference to expenditures for the 1<sup>st</sup> quarter, he wanted to give credit to the Board's efforts as well as Public Works, Director Valent and Foreman Passero for the efforts in controlling and containing costs over the past few years.

Revenues appear to be trending in the right direction and our expenditure continue to be low. With last year's surplus of \$3.5 million, the expectation is this year's will be greater.

#### b. DISCUSSION OF LANDSCAPE BEAUTIFICATION PLAN

Administrator Halloran asked the Board for direction regarding landscape improvements to several areas within the Village: gateway signage, park signs, the Municipal Campus and median landscaping. Staff would like the Board's input on whether to move forward, any changes needed or desired, and if, in moving forward with a beautification plan, whether an irrigation system should be installed at the Community Resource Center (CRC).

Over the past six months, staff has worked with both Upland Design and Landworks reviewing their resume and compiling information on proposed plans. The Village has contracted with both providers on several projects.

For the gateway and pillar signs, the focus has been on more color and salt-resistant plants. For the park signs, the goal is to provide complementary planting to improve the overall look of the sign area.

Administrator Halloran turned the floor over to Joe Pizzuto, president of Landworks, Ltd., for a discussion of the Municipal Campus landscape proposal. From the conceptual plan drawings prepared, the goal is to include more evergreen, deciduous flowering shrubs, and perennials with sequential blooming to provide continuous blooming and color throughout the growing season (April - October/November). Also important will be the use of disease-resistant and low maintenance plants. He does also recommend an irrigation system for the CRC. Another option offered is to

provide large scale planters throughout the campus, planted with annuals, and to provide additional color and the option for four-season displays.

The Mayor requested that the sidewalk on the north side of the CRC, along Midway Drive, be retained. Mr. Pizzuto indicated that he had been in discussions with Administrator Halloran and Foreman Passero and the concern was, with an exit on the side of the building, that a sidewalk or patio needed to be included in the event of evacuation. After a discussion, the Board consensus was to keep / include a sidewalk on the north side of the CRC.

Several other comments were made, and questions were raised and answered by Administrator Halloran and Mr. Pizzuto. The Mayor also wanted to have the final proposal to include removal of any invasive species and a cost for monthly maintenance.

Overall, the Board is in favor of a beautification plan, retaining the sidewalk at the CRC, not including the planting around the water tower, and prioritizing the gateway signage and the CRC.

#### c. DISCUSSION OF A VETERANS' MEMORIAL

Administrator Halloran indicated that staff has been working for the past 8-9 months, based on the Board's interest, with Upland Design to create a Veterans' Memorial at Borse Park. At this meeting, staff is seeking the Board's direction as to whether there should be a Veterans' Memorial and, secondly, which of the three concepts being presented is preferred. He also provided some background on Upland Designs past projects.

Administrator Halloran turned the floor over to Maria Blood from Upland Design. Ms. Blood presented the three concept plans for the Willowbrook Veterans' Memorial, describing the materials to be used in each, and the advantages of the various plans.

The Trustees provided feedback on the designs. Although two of the Trustees were concerned with the project costs to be incurred at this time and preferred to proceed at a later date, all felt the memorial was a worthwhile project and the Board agreed to proceed. Memorial Concept number 1 was the consensus choice of the Board.

In answer to the Board's question, Administrator Halloran indicated that the next step would be to entertain bids for the project beginning in January 2025, with the bid being awarded in March 2025. The timing will allow the project to be done in conjunction with other improvements at Borse Park with the goal of reducing some of the basic costs.

#### d. SNOW PLOWING EQUIPMENT UPGRADE DISCUSSION

Director Valent stressed the point that effective snow operations are

designed to provide safe and accessible roads for Village residents, businesses, and visitors. One of the tools currently being widely used for snow plowing and salting operations is pre-treating roads or untreated salt with a liquid brine or other treatments to increase the effectiveness of the salt.

The Village's current practice in extreme cold conditions, below the teens, is to use treated salt. There is a drawback though in lower temperatures, including those below the teens, in the loss of effectiveness even with treated salt.

To increase effectiveness, a liquid or brine solution can be added to untreated salt products or even directly to a paved surface. The advantages of using liquids are melting results begin on contact, they aid in reducing the overall amount of salt used on roadways, parking lots and walkways, and a large variety of liquid products are available.

The initial investment of \$52,000 to acquire a liquid pre-wet and anti-icing/de-icing system is a best management practice that allows for financial savings over time. The initial investment will also be offset immediately by the \$20,000 currently budgeted for treated salt that would not need to be purchased. In the succeeding years, the average \$30,000 expense for treated salt would be eliminated. Although there is a cost to the liquids used in the system, that cost is a fraction of the average \$25.00 per ton higher cost of treated versus untreated salt.

These systems also provide a higher level of customer service, encourage environmental friendliness by reducing chlorides leaching into stormwater systems, and improve traffic safety.

#### 7. ADJOURNMENT

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to adjourn the Committee of the Whole meeting at the hour of 6:26 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.

August 26, 2024.

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Frank A. Trilla, Mayor