

MINUTES OF THE COMMITTEE OF THE WHOLE OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, SEPTEMBER 23, 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 Gretchen Boerwinkle, 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 were Robert Davis and Elaine Kurr from Municipal GIS Partners (MGP) .

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Deputy Chief Wodka 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 - AUGUST 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 Davi and seconded by Trustee Mistele 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. UPDATE - WATER VALVE MAPPING PROJECT - TWiG TECHNOLOGY

Director Valent noted that this is a project continuing from Fall 2023 and that on October 9, 2023, the Village entered into an agreement with TWiG Technologies (TWiG) for GIS field mapping services of the water distribution system to address out-of-date and inaccurate PDF atlas information.

He showed the difference between the current outdated PDF maps of the Village's water system as compared to the interactive, digital map which is being created. The digital map allows not only the staff in the field to accurately view the location of the water system components, but also staff and engineers in remote offices. This type of GIS system can be used not only for mapping the system but also for various GIS functions across Village departments.

The not to exceed agreement of \$147,190 with TWiG is progress billed by the actual locating of water main valves, hydrants, hydrant valves, and per mile of water main.

Estimated quantities were lower than what was needed to accurately complete a system-wide map and data file. Per the agreement, \$17,832 in additional work was within the Administrator's signing authority and approved. Total not to exceed cost is now \$165,022.

This additional work addresses inaccuracies that would essentially produce inconsistent mapping and data information available to staff. Anticipated completion of the in-the-field survey process is within the next few weeks, while the final quality assurance process is expected at the end of October.

Once complete, the final deliverables of the project will include data files which will store the geometric locations, attributes and geographic features of the information collected, and can be used to benefit and enhance the Village's future GIS needs.

Director Halloran asked how many water main miles remained to be mapped. Director Valent indicated that the estimate is six miles to complete the project.

Trustee Neal asked if staff would be able to display a digital map of the system once completed. Director Valent said yes, all the water system features would be available in a digital format.

Trustee Davi wanted to know if this was the first time this type of mapping had been done. Mayor Trilla responded that, yes, it has never been done before, and as the project began, there was no indication of what the scope would be.

Trustee Mistele asked for an update on the residential water meters that had been replaced a few years ago. Director Valent explained that the water meters themselves had not been replaced, but rather the communication devices used to take the monthly readings were updated to allow for readings by radio. Administrator Halloran added that the water meters currently in use have a life span of approximately 30 years which has been exceeded and that, in the upcoming budget, is an item for updating and/or replacing that is under discussion to be included.

b. MUNICIPAL GIS CONSORTIUM MEMBERSHIP AND PROGRAM OVERVIEW

Director Valent indicated that, in the last presentation, GIS, a Geographic Information System, was referred to as a tool used for mapping. GIS is a technology used to create, manage, analyze and map all types of data. The Village's currently licenses ArcGIS software managed by various engineering consulting firms to maintain, develop, and utilize the data. With this system, the Village pays licensing fees, consulting fees, and has limited access to and interaction with the data due to the high level of skill required for use of the system.

The option being presented tonight, from the GIS Consortium (GISC), has almost the same cost as the ArcGIS solution. The GISC consists of approximately 44 Chicago-area communities whose unified common goal is to share resources, information, and staffing to optimize the value of GIS technology. He introduced Robert Davis and Elaine Kurr from Municipal GIS Partners (MGP) to provide additional information, and an overview of the program membership.

Mr. Davis introduced himself as the director of MGP and his colleague Ms. Kurr as a manager from MGP. He stated they are at the meeting to explain what the GISC is, as well as MGP and the services they provide and highlight what the GISC can offer a community.

The GISC is a legal, public entity consisting of 47 member communities, founded on the principle of sharing and collaboration to reduce the cost and risks of GIS programs. This sharing includes software licensing, cloud infrastructure solutions, and joint purchasing.

MGP is a private company and a service provider to the GISC providing GIS services and the team behind those services. MGP provides a team to support the local GIS program. Within a village, a GIS analyst would be assigned to work directly with the village. Their role is to build and maintain the GIS data, to work on projects, and train local staff in the use of the solutions and data. An account manager is assigned to the village to ensure the right work and projects are prioritized, understand the local needs and goals, and to align the GIS project to meet those. MGP also has a team of administrators responsible for the upkeep and maintenance of the shared infrastructure, and for the deployment of solutions.

Mr. Davis then reviewed several real-life solutions, highlighting the different kinds of projects provided by GPS working with members of the GIS. He also noted the ease of access by any staff member, either in the field with a laptop or tablet, or in office staff on a desktop, and the clear interface provided. Examples included public communication and data graphing in addition to general mapping functions in a variety of departments including police, community development, and parks and recreation in addition to public works.

Mayor Trilla asked if the mapping overlapped with electrical lines and other utilities. Mr. Davis indicated it depended on the information available and that generally the utilities weren't willing to share that data.

Trustee Neal wondered if this information would be beneficial to Tri-State [Fire Protection District]. Mr. Davis indicated that yes, particularly in defining the district's boundaries, fire station locations, or response-time analysis.

The Mayor thanked Mr. Davis and Ms. Kurr for their time and information.

A question was asked if this information would replace the Village website. Administrator Halloran indicated that, no, but the various solutions could be used as features on the website.

Trustee Mistele asked where the data comes from. Mr. Davis indicated that some is publicly available, such as real estate parcels, and for other data, the analysts work with Village staff to gather the data required. The analysts can assist with creating an application to collect the data.

The Board appeared interested in proceeding with joining the consortium.

7. ADJOURNMENT

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to adjourn the Committee of the Whole meeting at the hour of 6:02 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.

October 28, 2024.

Frank A. Trilla, Mayor

Minutes transcribed by Administrative Assistant Jody Wegrzynski.