

MINUTES OF THE COMMITTEE OF THE WHOLE OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 28, 2024 AT 5:30 P.M. AT THE COMMUNITY RESOURCE CENTER, 825 MIDWAY DRIVE, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

*Note: Minutes created from meeting agenda, Clerk's notes, and PowerPoint presentation due to lack of audio recording.*

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, 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, and Deputy Clerk Christine Mardegan.

ABSENT: Village Trustee Michael Mistele, Deputy Chief Gerard Wodka.

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 - SEPTEMBER 23, 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 Neal to approve the Omnibus Vote Agenda as presented.

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

MOTION DECLARED CARRIED

6. ITEMS FOR DISCUSSION:

a. DISCUSSION OF A VACANT BUILDING ORDINANCE

Administrator Halloran opened the discussion by outlining the reasons for considering a Vacant Building Ordinance in Willowbrook. The proposed ordinance outlines a comprehensive framework for managing vacant properties within the Village to maintain public health, safety, and neighborhood stability. He acknowledged and thanked Director Krol for his input and assistance in outlining this ordinance.

The existing regulations don't properly address vacant and underutilized buildings, which leads to concerns about public safety, property value decline, and neighborhood quality. The goal of this ordinance is intended to:

- **Identify and register vacant properties**
- **Promote property maintenance**
- **Enforce accountability**

The key provisions of the ordinance include:

- **Definition of a vacant building**
- **Registration and inspection requirements**
  - Owners of vacant properties must register within 30 days of notification and renew annually with a \$200 fee.
  - A \$300 inspection fee will be assessed to cover the cost of compliance inspections
- **Maintenance and security obligations**
  - Owners must submit a maintenance plan and keep properties secure to prevent unauthorized entry.
  - If properties are boarded, they may not remain in that state for longer than six months without approval.
- **Insurance requirements**
- **Enforcement and penalties**
  - Daily fines ranging from \$100 to \$750 will be imposed for non-compliance.
  - The Village may also take corrective action, including demolition or appointment of a receiver if owners fail to comply.

The Trustees posed several questions regarding the new ordinance. Trustee Davi wondered if it could be enforced retroactively, to which Village Attorney Durkin noted that this would not be legal. Trustee Berglund wanted to know if the ordinance would apply to single family homes or condominiums. Administrator Halloran indicated that yes, the ordinance

would apply to all buildings in the Village. Trustee Berglund also wondered how this applied to squatters. Chief Kaspar indicated that squatters would continue to be treated as trespassers.

Trustee Neal also wanted to know if there was a definition of a vacant building and how would the start date be defined. Administrator Halloran noted that the first part of the ordinance includes a definition of a "vacant building" and that a timeline will be set once the ordinance is finalized and brought before the Board for approval.

The Board was in support of the ordinance and advised staff to proceed with drafting the ordinance for approval.

**b. DISCUSSION OF A BUSINESS DISTRICT SAFETY PLAN**

Administrator Halloran indicated that the Business District Safety Plan has been developed in response to growing concerns regarding pedestrian safety, vehicular threats, and potential criminal activities in the business district. The plan incorporates both physical security measures and community-oriented policing strategies to enhance the district's safety and attract visitors.

The proposal consists of three primary initiatives:

**1. Bollards Installation:**

Purpose: Bollards will be aesthetically aligned with the district's architecture, possibly incorporating lighting or branding

Budget: \$30,000

Timeline: Installation will occur in Spring 2025

**2. Security Cameras**

Purpose: Businesses will be encouraged to integrate private cameras into the broader security network.

Budget: \$50,000

Timeline: Installation scheduled for Spring 2025

**3. Increased Foot Patrols**

Purpose: Provide a visible police presence, deter criminal activity, and foster community relations.

Budget: \$50,000

Timeline: Patrols will commence in November 2024.

The total budget for the initiative is \$115,000 and the funds can only be used for this purpose. Trustee Astrella noted that the bollards should be aesthetically pleasing. Chief Kaspar said that the police department has already begun increasing patrols which has provided the benefit of residents and businesses getting to know the officers better. With more

officers on foot patrol this has increased the overtime requirements. For the security cameras, staff is working with Orbis and the business owners to increase the integration into the existing systems.

The consensus of the Board was in favor of the Safety Plan and the recommendation is to proceed.

c. POLICE DEPARTMENT QUARTERLY CRIME UPDATE - Q3 2024

Chief Kaspar updated the Board on the 3<sup>rd</sup> quarter police department statistics, project and changes since the last report.

The information included:

- a. Total Dispatched Calls for the third quarter of calendar years 2020 through 2024
- b. Traffic Enforcement Summary the third quarter of calendar years 2020 through 2024
- c. Traffic Accident Summary for the third 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 third quarter of 2024
- f. Investigative section updates, including RTCC, hotel crime and ORC camera update, and crime clearance status
- g. Updates on the Midway Drive speed table

7. ADJOURNMENT

MOTION: Made by Trustee Davi and seconded by Trustee Astrella to adjourn the Committee of the Whole meeting at the hour of 6:00 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

November 25, 2024.

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Frank A. Trilla, Mayor

Minutes transcribed by Administrative Assistant Jody Wegrzynski.