

A G E N D A

REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, APRIL 14, 2025 AT FOLLOWING THE COMMITTEE OF THE WHOLE MEETING, OR AT 6:30 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. PUBLIC HEARING:
 - a. Annual Budget Fiscal Year 2025/2026
6. OMNIBUS VOTE AGENDA:
 - a. Waive Reading of Minutes (Approve)
 - b. Minutes - Board of Trustees Regular Meeting March 10, 2025
(APPROVE)
 - c. Minutes - Board of Trustees Special Meeting, Budget Workshop #3, March 13, 2025 (APPROVE)
 - d. Warrants \$852,064.58
 - e. PROCLAMATION - RECOGNIZING APRIL 25, 2025 TO BE ARBOR DAY IN THE VILLAGE OF WILLOWBROOK (RECEIVE)
 - f. PROCLAMATION - SUPPORTING AND CELEBRATING MONARCH BUTTERFLIES CONSERVATION (RECEIVE)
 - g. PROCLAMATION - DESIGNATING MAY 18-24, 2025 AS NATIONAL PUBLIC WORKS WEEK (NPWW)(RECEIVE)
 - h. ORDINANCE NO. _____ - AN ORDINANCE RESERVING AND AUTHORIZING THE TRANSFER OF VOLUME CAP IN CONNECTION WITH PRIVATE ACTIVITY BOND ISSUES AND RELATED MATTERS (PASS)

- i. RESOLUTION NO. _____ - A RESOLUTION PURSUANT TO TITLE 5, CHAPTER 1, SECTION 5-1-14 OF THE VILLAGE CODE TO DEVIATE FROM THE POLICE DEPARTMENT HIRING ROTATION PROCESS AND EFFECT THE ORIGINAL APPOINTMENT OF ONE (1) LATERAL POLICE CANDIDATE FOR THE RANK OF PATROL OFFICER (PASS)
- j. RESOLUTION NO. _____ - A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK, ILLINOIS AND DUPAGE METROPOLITAN ENFORCEMENT GROUP (ADOPT)
- k. ORDINANCE NO. _____ - AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)
- l. RESOLUTION NO. _____ - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN MEMORANDUM OF UNDERSTANDING BETWEEN THE VILLAGE OF WILLOWBROOK AND THE ILLINOIS STATE POLICE FOR THE USE OF ILLINOIS STATE POLICE RANGE FACILITIES (ADOPT)
- m. ORDINANCE NO. _____ - AN ORDINANCE AMENDING TITLE 3 ENTITLED "BUSINESS REGULATIONS" OF THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK BY THE ADOPTION OF CHAPTER 23 PERMITTING TEMPORARY OUTDOOR RESTAURANT DINING (ADOPT)

NEW BUSINESS

- 7. FISCAL YEAR 2025/2026 ANNUAL OPERATING BUDGET
 - a. MOTION - A MOTION TO APPROVE THE FY2025/2026 OPERATING BUDGET (PASS)
 - b. ORDINANCE NO. _____ - AN ORDINANCE BEING THE ANNUAL APPROPRIATION ORDINANCE MAKING APPROPRIATIONS FOR CORPORATE PURPOSES FOR THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING MAY 1, 2025 AND ENDING APRIL 30, 2026. (PASS)
- 8. RESOLUTION NO. _____ - A RESOLUTION APPROVING AND ACCEPTING A PLAT OF DEDICATION FOR 33 FEET OF TENNESSEE AVENUE RIGHT-OF-WAY, LOCATED AT 6508 TENNESSEE AVENUE, TO BE DEDICATED TO THE VILLAGE OF WILLOWBROOK (ADOPT)

9. ORDINANCE NO. _____ - AN ORDINANCE MAKING A COMPREHENSIVE AMENDMENT TO THE OFFICIAL COMPREHENSIVE PLAN OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (ADOPT)

PRIOR BUSINESS

10. TRUSTEE REPORTS
11. ATTORNEY'S REPORT
12. CLERK'S REPORT
13. ADMINISTRATOR'S REPORT
14. MAYOR'S REPORT
15. EXECUTIVE SESSION

5 ILCS 120/2(c)(1) - The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees.

16. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, MARCH 10, 2025, AT 6:30 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 6:30 P.M. Mayor Trilla.

2. ROLL CALL

Those physically present at roll call were, Mayor Frank Trilla, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, and Greg Ruffolo, Village Administrator Sean Halloran, Assistant Village Administrator Alex Arteaga, Director of Community Development Michael Krol, Director of Parks and Recreation Dustin Kleefisch, Director of Public Works Rick Valent, Deputy Chief Gerard Wodka, Deputy Chief Ben Kadolph, and Deputy Clerk Christine Mardegan.

Village Attorney Michael Durkin present by phone, arrived in person at 6:39 p.m.

ABSENT: Village Clerk Gretchen Boerwinkle, Chief Financial Officer Lora Flori, and Chief Lauren Kaspar.

QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Davi to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None were present and no written comments were received.

5. RECOGNITION - ANNUAL POLICE OFFICERS' AWARD PRESENTATION
Officer Nicholas Cledon

Deputy Wodka introduced Officer Nicholas Cledon to the Board. To be awarded this honor, an officer should be an outstanding police officer who has had an excellent work record over the past year, including good self-initiated field activity, arrests, citations, contacts, etc. This honor shall be awarded to the officer who has made the most significant contribution to the Willowbrook Police Department throughout the year. This award has been given to him by his peers. The Mayor and the Board congratulated Officer Cledon.

6. OMNIBUS VOTE AGENDA:

Mayor Trilla read over each item in the Omnibus Vote Agenda for the record.

- a. Waive Reading of Minutes (Approve)
- b. Minutes – Board of Trustees Regular Meeting February 24, 2025 (APPROVE)
- c. Warrants \$ 449,558.04
- d. MOTION – MOTION TO TRANSFER ADDITIONAL SURPLUS FUNDS FROM THE GENERAL FUND TO THE OPPORTUNITY RESERVE FUND (PASS)

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

7. ORDINANCE NO. 25-O-03 - AN ORDINANCE WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE PURCHASE OF TRAFFIC CONTROL SIGNAGE FROM HIGH STAR TRAFFIC FOR THE CURRENT FISCAL YEAR (PASS)

Director Valent shared High Star Traffic was formed by rebranding three of the premier, founder-led traffic companies in the traffic control industry. The merger allowed the expansion of the services and essentially a single stop for equipment rentals, traffic control services, and signage.

Before the merger staff would request competitive pricing from these companies for services and commodities each company offered.

Some of High Star Traffic's recent projects for the Village have been the rental of message boards for Light Up the Night, the newly designed street name signs, and traffic control services for water and storm sewer maintenance repairs.

To comply with the Village's procurement policies and procedures when exceeding \$20,000 with a single vendor, staff is requesting approval of the \$2,444.45 quote and for a waiver of competitive bidding for future purchases in FY24/25.

MOTION: Made by Trustee Mistle and seconded by Trustee Berglund to pass Ordinance 25-O-03 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION NO. 25-R-10- A RESOLUTION AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH THE ILLINOIS DEPARTMENT OF NATURAL RESOURCES FOR THE BORSE MEMORIAL COMMUNITY PARK RENOVATION PROJECT, PHASE THREE, 208 MIDWAY DRIVE, WILLOWBROOK, ILLINOIS (ADOPT)

Director Kleefisch presented the OSLAD grant agreement with Illinois Department of Natural Resources (IDNR) for the Borse Memorial Community project renovation Phase III. He explained the requirements of the grant including a 24-month completion requirement and reimbursement process. Requirements also include competitive bidding, best practice construction practices to be utilized, defining the scope of award activity, and reimbursement of expenditures.

Trustee Berglund asked if we had received the money. Director Kleefisch responded this was a reimbursement grant and that will receive the money when the project is completed.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adopt Resolution 25-R-10 as presented.

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

MOTION DECLARED CARRIED

9. BUSINESS DISTRICT FLOCK LPR CAMERAS

- a. RESOLUTION NO. 25-R-11- A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION AND ACCEPTANCE OF A FIRST AMENDMENT TO NON-EXCLUSIVE LICENSE AGREEMENT WITH WILLOWBROOK TOWN CENTER, LLC (ADOPT)

Deputy Chief Wodka reported on the installation of Flock LPR cameras in the business district in an agreement with Willowbrook Town Center, with a total cost of \$30,800 over five years, year one \$6,800.00 and \$6000.00 annual cost after year one.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to adopt Resolution 25-R-11 as presented.

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

MOTION DECLARED CARRIED

- b. RESOLUTION NO. 25-R-12 - A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN FLOCK GROUP, INC. AND THE VILLAGE OF WILLOWBROOK FOR THE INSTALLATION AND MAINTENANCE OF ADDITIONAL AUTOMATIC LICENSE PLATE READERS (ADOPT)

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to adopt Resolution 25-R-12 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

10. TRUSTEE REPORTS

Trustee Neal commented that she was glad more camera systems were going up around the community. They are an asset. Many residents have commented as well, and they feel better with the cameras in place.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report but stated the Zoom audio is clear tonight.

Trustee Astrella had no report.

11. ATTORNEY'S REPORT

Attorney Durkin had no report.

12. CLERK'S REPORT

Clerk Boerwinkle was not present. She is attending the Special Olympics in Italy.

13. ADMINISTRATOR'S REPORT

Administrator Halloran had no report.

14. MAYOR'S REPORT

Mayor Trilla has no report but is continuing to monitor pending legislation in Springfield.

15. EXECUTIVE SESSION

Mayor Trilla stated there is no need for an Executive session during tonight's meeting.

16. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adjourn the Regular Meeting at the hour of 6:45 p.m.

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

PRESENTED, READ, and APPROVED.

March 24 __, 2025

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK FOR BUDGET WORKSHOP #3 HELD ON THURSDAY, MARCH 13, 2025, AT 5:30 P.M. AT THE COMMUNITY RESOURCE CENTER (CRC), 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 A. Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank Trilla, Village Trustees Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal and Trustee Greg Ruffolo, Village Administrator Sean Halloran, Assistant Village Administrator Alex Arteaga, Director of Parks and Recreation Dustin Kleefisch, and Director of Public Works Rick Valent.

Present via Zoom: Trustee Mark Astrella

Absent: Village Clerk Gretchen Boerwinkle, Chief Financial Officer Lora Flori, Director of Community Development Michael Krol, Chief Lauren Kasper, Deputy Chief Benjamin Kadolph, Deputy Chief Gerard Wodka, and Deputy Clerk Christine Mardegan.

A QUORUM WAS DECLARED

MOTION TO APPROVE - A MOTION TO ALLOW TRUSTEE MARK ASTRELLA TO ATTEND THE MEETING REMOTELY. (PASS)

Trustee Mistele advised that a motion was necessary to allow Trustee Astrella to attend the meeting remotely.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to allow Trustee Astrella to attend the meeting remotely.

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

MOTION DECLARED CARRIED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Berglund to lead the group in the Pledge of Allegiance.

4. VISITORS' BUSINESS

No visitors were present.

5. DISCUSSION - BUDGET WORKSHOP #3

a. Proposed Water Fund

Administrator Halloran indicated that the discussion would center primarily on the Water Fund this evening and include updates on the Business District Fund, the Motor Fuel Tax Fund, the Opportunity Fund, and the TIF District Fund.

He noted that this was the last Budget Workshop, and the Public Hearing and passage of the 2025/2026 operating budget is scheduled for the Board meeting on April 14, 2025.

The Water Fund currently has the second highest fund balance in 10 years, and the highest surplus in six years, primarily due to staff and the Village Board holding the line on expenditures. The operating costs have returned to 2020-2021 levels. In 2021/2022 the surplus was about \$555,000, last year \$444,000.

Capital Project expenditures have also been reduced, and long-term changes have been made to the strategy toward long-term funding. There is currently a gap between revenue and operating expenditures, with expenditures outpacing revenue. The expectation is that the two figures will align by the 2029/2030 fiscal year. Capital expenditures were not indexed in the figure as this cost will be addressed at the conclusion of the 5-year Water Plan expected to be completed by Summer 2026.

In the expenditures for 25/26, the contractual costs mainly stay the same level and there is a slight increase in personnel costs due primarily to the increase in pension costs. Staff is developing a pension fund stabilization plan that will be presented to the Board this spring/summer to reduce the effects of the pension increases on not only the Water Fund, but also the General Fund.

The surplus in 2023/2024 was \$444,000. The estimated surplus for this year is lower at \$49,000 primarily due to major expenditures such as the water main mapping project, the GIS partnership, and other one-time strategic plans. In the coming fiscal year, the estimated surplus is \$252,000, the only capital project scheduled being year one of the five-year replacement of the Village fire hydrants.

The contractual expenditure is the largest expense in the Water Fund due primarily to the amount paid to the DuPage Water Commission for the water supply, accounting for 65-70% of the expenditures. The Commission has notified the Village that it will again increase prices this year by 4.5%. Other expenditures are increasing as well including spoils hauling and water distribution maintenance repairs, related directly to water main breaks. Director Valent indicated that although there has not been an increase in the number of breaks, there has been an increase in the severity and complexity resulting in more digging and increased spoils and increased safety precautions with the depth of the breaks.

To ensure the Water Fund remains financially sustainable, Administrator Halloran also discussed staff's recommendation to reallocate the Water Tax, part of the 5% Utility tax on electric, gas and water utilities

approved by the Board in 2004, from the General Fund to the Water Fund. This is not a new tax and does not increase the existing tax to residents or businesses. Staff recommends that the Board approve this reallocation to ensure the continued strength and sustainability of the Water Fund and to support the Village's water infrastructure needs.

Administrator Halloran indicated that at the next Board meeting, staff would present a request for a retroactive transfer of the current year's Water Tax collected from the General Fund to the Water Fund and that going forward, the tax will be allocated to the Water Fund.

b. Proposed Business District Fund Update

Continuing with the Business District Fund, FY 23/24 saw a surplus of \$108,000 and this year a deficit of \$141,000 is projected. For the coming year, the estimate is a surplus of \$292,000. The deficit is due to a couple of new agreements, a one-time payment of \$500,000 to Harlem Irving, and legal costs. Next year's fund balance is projected to be over \$3.0 million.

c. Proposed Motor Fuel Tax Fund Update

The Motor Fuel Tax (MFT) has historically been a pay-as-you-go fund, spent as it was accrued, resulting in a fund balance around \$30,000 every year which limited the usability of the fund. Staff has now been allowing the fund balance to build up, allowing for more flexibility in spending. The fund balance has now grown to \$1.1 million. Currently it is being used to fund salt purchases. As it continues to grow, this will allow funding for more ambitious, long-term, strategic projects.

Trustee Mistele noted that the MFT Fund would help cover routine street maintenance. Administrator Halloran agreed and noted that part of the plan for the upcoming Capital Improvement Projects was to tie in the Stormwater Improvement Plan with the road maintenance program to help lower costs and avoid duplicating efforts.

d. Opportunity Fund

The projected revenue for 25/26 for the Opportunity Reserve (OR) Fund does not include any transfer amounts, only interest income. Additionally, no expenditures are planned at this time, creating a projected fund balance of \$8.8 million. The expectation for the transfer amount next year is much higher, around \$1 million.

Mayor Trilla asked if interest accrual was a recent source of revenue. The Administrator responded that it had only begun a year or two ago.

The Mayor congratulated the Administrator and the Finance staff for creating this opportunity.

e. TIF District

Currently, there is little activity in the TIF District; the fund balance continues to grow. For the current fiscal year, revenue is expected to be approximately \$284,000 resulting in a fund balance of \$446,000. In FY 25/26, the fund is expected to remain static, with some minor interest income and a projected fund balance of \$765,000.

6. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adjourn the Special Meeting at the hour of 5:49 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.

March 24, 2024.

Frank A. Trilla, Mayor

Minutes transcribed by Administrative Assistant Jody Wegrzynski.

WARRANTS

April 14, 2025

GENERAL CORPORATE FUND	-----	\$	387,451.36
WATER FUND	-----	\$	215,276.50
MOTOR FUEL TAX FUND	-----	\$	8,783.00
CAPITAL PROJECT FUND	-----	\$	69,110.33
RT 83/PLAINFIELD RD BUSINESS DIST TAX	-----	\$	166,443.39
17 SERIES 2022 BOND	-----	\$	5,000.00
TOTAL WARRANTS	-----	\$	852,064.58

Lora Flori, Director of Finance

APPROVED:
Frank A. Trilla, Mayor

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CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
CHECK DATE FROM 03/26/2025 - 04/16/2025

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
04/02/2025	APCHK	103331	BESTWAY CHARTER TRANSPORTATION,	ACTIVE ADULT PROGRAM	590-517	20	1,050.00
04/02/2025	APCHK	103332	DAVID WAX	ACTIVE ADULT PROGRAM	590-517	20	175.00
04/02/2025	APCHK	103333	DIAMOND TOURS INC.	ACTIVE ADULT PROGRAM	590-517	20	5,317.00
04/07/2025	APCHK	103334	MARTINA MATHISEN	ACTIVE ADULT PROGRAM	590-517	20	300.00
04/14/2025	APCHK	103336#	ACCESS ONE, INC.	INTERNET/WEBSITE HOSTING	460-225	10	1,704.68
				INTERNET/WEBSITE HOSTING	460-225	10	237.37
				INTERNET/WEBSITE HOSTING	640-225	30	3,730.99
				INTERNET/WEBSITE HOSTING	715-225	35	237.37
				INTERNET/WEBSITE HOSTING	715-225	35	237.37
				INTERNET/WEBSITE HOSTING	715-225	35	237.37
				INTERNET/WEBSITE HOSTING	715-225	35	237.37
				CHECK APCHK 103336 TOTAL FOR FUND 01:			6,622.52
04/14/2025	APCHK	103337	ACTIVE NETWORK, LLC	EDP EQUIPMENT/SOFTWARE	555-212	20	312.50
04/14/2025	APCHK	103338	ALOHA CHICAGO ENTERTAINMENT	ACTIVE ADULT PROGRAM	590-517	20	300.00
04/14/2025	APCHK	103340	AMERICAN TRAFFIC SOLUTIONS	RED LIGHT - ADJUDICATOR	630-246	30	21,865.00
04/14/2025	APCHK	103341	AMERICAN TRAFFIC SOLUTIONS	RED LIGHT - ADJUDICATOR	630-246	30	23,395.00
04/14/2025	APCHK	103342	ARTISTIC ENGRAVING	OPERATING EQUIPMENT	630-401	30	215.50
04/14/2025	APCHK	103343*#	AT & T MOBILITY II LLC	PHONE - TELEPHONES	410-201	05	42.24
				PHONE - TELEPHONES	455-201	10	126.72
				PHONE - TELEPHONES	455-201	10	42.24
				PHONE - TELEPHONES	455-201	20	42.24
				PHONE - TELEPHONES	630-201	30	1,808.85
				TELEPHONES	810-201	40	156.96
				TELEPHONES	810-201	40	156.96
				CHECK APCHK 103343 TOTAL FOR FUND 01:			2,376.21
04/14/2025	APCHK	103344*#	B & E AUTO REPAIR & TOWING	MAINTENANCE - BUILDING	630-228	30	78.87
				MAINTENANCE - BUILDING	630-228	30	531.15
				MAINTENANCE - BUILDING	630-228	30	40.00
				MAINTENANCE - BUILDING	630-228	30	607.57
				MAINTENANCE - BUILDING	630-228	30	406.13
				MAINTENANCE - BUILDING	630-228	30	44.70
				MAINTENANCE - BUILDING	630-228	30	78.87
				MAINTENANCE - BUILDING	630-228	30	78.87
				MAINTENANCE - BUILDING	630-228	30	154.38

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CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
CHECK DATE FROM 03/26/2025 - 04/16/2025

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
				MAINTENANCE - BUILDING	630-228	30	33.00
				MAINTENANCE - BUILDING	630-228	30	71.88
				MAINTENANCE - BUILDING	630-228	30	94.12
				MAINTENANCE - BUILDING	630-228	30	27.07
				CHECK APCHK 103344 TOTAL FOR FUND 01:			<u>2,246.61</u>
04/14/2025	APCHK	103345	BDK DOOR	MAINTENANCE	725-410	35	321.50
04/14/2025	APCHK	103346	BENJAMIN KADOLPH	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	277.63
				SCHOOLS/CONFERENCES/TRAVEL	630-304	30	81.99
				SCHOOLS/CONFERENCES/TRAVEL	630-304	30	26.62
				CHECK APCHK 103346 TOTAL FOR FUND 01:			<u>386.24</u>
04/14/2025	APCHK	103348	BRADFORD SYSTEMS CORPORATIN	MAINTENANCE - BUILDING	630-228	30	122.00
04/14/2025	APCHK	103350	BUCKEYE POWER SALES CO INC	MAINTENANCE - BUILDING	466-228	10	600.00
04/14/2025	APCHK	103351	CAROL RAPACZ	ACTIVE ADULT PROGRAM	590-517	20	399.00
04/14/2025	APCHK	103352	CARROLL CONSTRUCTION SUPPLY	OPERATING SUPPLIES & EQUIPMENT	710-401	35	587.12
04/14/2025	APCHK	103353	CASE LOTS, INC	MAINTENANCE - BUILDING	466-228	10	410.10
				MAINTENANCE - BUILDING	466-228	10	779.20
				CHECK APCHK 103353 TOTAL FOR FUND 01:			<u>1,189.30</u>
04/14/2025	APCHK	103354	CHRIS JAKUBIAK	ACTIVE ADULT PROGRAM	590-517	20	200.00
				ACTIVE ADULT PROGRAM	590-517	20	200.00
				CHECK APCHK 103354 TOTAL FOR FUND 01:			<u>400.00</u>
04/14/2025	APCHK	103355	CHRISTINE KUCZORA	ACTIVE ADULT PROGRAM	590-517	20	136.00
04/14/2025	APCHK	103356*#	CHRISTOPHER B. BURKE	FEES - ENGINEERING	720-245	35	1,089.90
				ENGINEERING SERVICES	820-262	40	991.00
				ENGINEERING SERVICES	820-262	40	475.00
				ENGINEERING SERVICES	820-262	40	217.00
				ENGINEERING SERVICES	820-262	40	434.00
				ENGINEERING SERVICES	820-262	40	302.75
				CHECK APCHK 103356 TOTAL FOR FUND 01:			<u>3,509.65</u>
04/14/2025	APCHK	103357*#	CHRISTOPHER B. BURKE	FEES - ENGINEERING	720-245	35	992.00

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CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
CHECK DATE FROM 03/26/2025 - 04/16/2025

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
04/14/2025	APCHK	103358	COLLEGE OF DUPAGE	FIRING RANGE	630-245	30	600.00
				AMMUNITION	630-346	30	315.00
				CHECK APCHK 103358 TOTAL FOR FUND 01:			915.00
04/14/2025	APCHK	103359#	COMCAST CABLE	FEES/DUES/SUBSCRIPTIONS	630-307	30	252.39
				FEES/DUES/SUBSCRIPTIONS	630-307	30	252.39
				INTERNET/WEBSITE HOSTING	715-225	35	350.40
				CHECK APCHK 103359 TOTAL FOR FUND 01:			855.18
04/14/2025	APCHK	103360#	COMED	RED LIGHT - ADJUDICATOR	630-246	30	58.05
				RED LIGHT - ADJUDICATOR	630-246	30	53.78
				RED LIGHT - ADJUDICATOR	630-246	30	43.89
				ENERGY - STREET LIGHTS	745-207	35	89.43
				ENERGY - STREET LIGHTS	745-207	35	64.04
				ENERGY - STREET LIGHTS	745-207	35	604.28
				ENERGY - STREET LIGHTS	745-207	35	658.74
				ENERGY - STREET LIGHTS	745-207	35	1,559.48
				ENERGY - STREET LIGHTS	745-207	35	1,654.91
				MAINTENANCE - TRAFFIC SIGNALS	745-224	35	214.55
				CHECK APCHK 103360 TOTAL FOR FUND 01:			5,001.15
04/14/2025	APCHK	103361	DUPAGE COUNTY ANIMAL CARE &	ANIMAL CONTROL	650-268	30	100.00
04/14/2025	APCHK	103362#	DUPAGE COUNTY PUBLIC WORKS	SANITARY (835 MIDWAY)	466-251	10	49.86
				SANITARY (835 MIDWAY)	466-251	10	5.30
				SANITARY (825 MIDWAY)	570-250	20	10.87
				SANITARY (825 MIDWAY)	570-250	20	5.30
				SANITARY (825 MIDWAY)	570-250	20	6.14
				SANITARY (825 MIDWAY)	570-250	20	9.15
				SANITARY (7760 QUINCY)	630-250	30	155.69
				SANITARY USER CHARGE	725-417	35	22.86
				CHECK APCHK 103362 TOTAL FOR FUND 01:			265.17
04/14/2025	APCHK	103363	DUPAGE COUNTY RECORDER	PRINTING & PUBLISHING	810-302	40	81.00
04/14/2025	APCHK	103364*#	ELROD FRIEDMAN LLP	FEES - VILLAGE ATTORNEY	470-239	10	787.50
04/14/2025	APCHK	103367	FBI NAA - ILLINOIS CHAPTER	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	400.00
04/14/2025	APCHK	103368	FEDERAL EXPRESS CORP.	POSTAGE & METER RENT	630-311	30	38.94
				POSTAGE & METER RENT	630-311	30	35.20

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Fund: 01 GENERAL FUND							
				CHECK APCHK 103368 TOTAL FOR FUND 01:			74.14
04/14/2025	APCHK	103369	FIRST RESPONDERS WELLNESS CENTER	EXAMS - PHYSICAL	440-543	07	610.00
04/14/2025	APCHK	103371	GBJ SALES, LLC	OPERATING SUPPLIES & EQUIPMENT	710-401	35	309.85
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	264.65
				CHECK APCHK 103371 TOTAL FOR FUND 01:			574.50
04/14/2025	APCHK	103372	GERARD WODKA	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	25.00
				SCHOOLS/CONFERENCES/TRAVEL	630-304	30	314.16
				CHECK APCHK 103372 TOTAL FOR FUND 01:			339.16
04/14/2025	APCHK	103373*#	GIS CONSORTIUM	OTHER PROFESSIONAL SERVICES	471-425	10	1,000.00
				FEES - ENGINEERING	720-245	35	1,000.00
				ENGINEERING SERVICES	820-262	40	1,000.00
				CHECK APCHK 103373 TOTAL FOR FUND 01:			3,000.00
04/14/2025	APCHK	103374	GLOCKSTORE	FIRING RANGE	630-245	30	59.95
04/14/2025	APCHK	103375*#	GOVERNMENT INSURANCE NETWORK	EMP DED PAY- INSURANCE	210-204	00	12,313.61
				EMP DED PAY- INSURANCE	210-204	00	11,846.50
				LIFE INSURANCE - ELECTED OFFICIALS	410-141	05	70.21
				LIFE INSURANCE - COMMISSIONERS	435-148	07	21.24
				HEALTH/DENTAL/LIFE INSURANCE	455-141	10	7,391.64
				HEALTH/DENTAL/LIFE INSURANCE	550-141	20	2,210.59
				HEALTH/DENTAL/LIFE INSURANCE	630-141	30	43,475.24
				PSEBA BENEFITS	630-142	30	1,525.00
				HEALTH/DENTAL/LIFE INSURANCE	710-141	35	3,936.18
				HEALTH/DENTAL/LIFE INSURANCE	810-141	40	4,585.70
				LIFE INSURANCE - PLAN COMMISSION	810-148	40	70.21
				CHECK APCHK 103375 TOTAL FOR FUND 01:			87,446.12
04/14/2025	APCHK	103376	HAGG PRESS, INC.	PRINTING & PUBLISHING	550-302	20	2,727.00
04/14/2025	APCHK	103378	HEARTLAND BUSINESS SYSTEMS, LLC	PHONE - TELEPHONES	455-201	10	320.00
				PHONE - TELEPHONES	455-201	10	120.00
				CHECK APCHK 103378 TOTAL FOR FUND 01:			440.00
04/14/2025	APCHK	103379*#	HIGH STAR TRAFFIC	EMERGENCY EQUIPMENT	755-300	35	1,200.00

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Fund: 01 GENERAL FUND							
04/14/2025	APCHK	103380*#	HOME DEPOT CREDIT SERVICES	MAINTENANCE SUPPLIES	570-331	20	109.00
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	30.00
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	313.27
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	364.35
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	367.94
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	13.91
				ROAD SIGNS	755-333	35	216.46
				ROAD SIGNS	755-333	35	17.08
				ROAD SIGNS	755-333	35	417.97
				CHECK APCHK 103380 TOTAL FOR FUND 01:			1,849.98
04/14/2025	APCHK	103381	HOUSEAL LAVIGNE ASSOCIATES LLC	SPECIAL PROJECTS	810-305	40	260.00
04/14/2025	APCHK	103382	IL ASSN. CHIEFS OF POLICE	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	329.00
04/14/2025	APCHK	103383*#	ILLINOIS DEPT. OF TRANSPORTATION	MAINTENANCE - TRAFFIC SIGNALS	745-224	35	1,543.71
04/14/2025	APCHK	103384	INTOXIMETERS	OPERATING EQUIPMENT	630-401	30	177.75
04/14/2025	APCHK	103385	IRMA	SELF INSURANCE - DEDUCTIBLE	480-273	10	556.43
04/14/2025	APCHK	103386	JOE TORCICIA	ACTIVE ADULT PROGRAM	590-517	20	59.00
04/14/2025	APCHK	103387	K FIVE CONSTRUCTION	STREET IMPROVEMENTS	765-685	35	320.00
04/14/2025	APCHK	103388*#	KAPLAN LIQUID SOLUTIONS	OPERATING SUPPLIES & EQUIPMENT	710-401	35	795.75
04/14/2025	APCHK	103389	KAREN PITTRO	ACTIVE ADULT PROGRAM	590-517	20	318.00
04/14/2025	APCHK	103390	KEVRON PRINTING & DESIGN INC	OFFICE SUPPLIES	710-301	35	54.91
04/14/2025	APCHK	103391	KING CAR WASH	FUEL/MILEAGE/WASH	630-303	30	300.00
04/14/2025	APCHK	103393#	KONICA MINOLTA BUSINESS SOLUTIONS	COPY SERVICE	455-315	10	150.00
				COPY SERVICE	630-315	30	150.00
				COPY SERVICE	630-315	30	150.00
				COPY SERVICE	810-315	40	150.00
				CHECK APCHK 103393 TOTAL FOR FUND 01:			600.00
04/14/2025	APCHK	103394	LAURIE SCHMITZ	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	37.52
04/14/2025	APCHK	103395*#	LAUTERBACH & AMEN LLP	FINANCIAL SERVICES	620-252	25	13,650.00
				FINANCIAL SERVICES	620-252	25	13,650.00
				CHECK APCHK 103395 TOTAL FOR FUND 01:			27,300.00

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Fund: 01 GENERAL FUND							
04/14/2025	APCHK	103396	LAW OFFICES STORINO RAMELLO&DURKIN	FEEES - VILLAGE ATTORNEY	470-239	10	16,933.70
				FEEES - VILLAGE ATTORNEY	470-239	10	13,929.50
				FEEES - LABOR COUNSEL	470-242	10	204.60
				CHECK APCHK 103396 TOTAL FOR FUND 01:			31,067.80
04/14/2025	APCHK	103397	LEONARD B CANNATA	RED LIGHT - ADJUDICATOR	630-246	30	748.00
04/14/2025	APCHK	103398	LINANE TRAFFIC CONSULTANTS	OPERATING EQUIPMENT	630-401	30	90.00
04/14/2025	APCHK	103399	LINDA S. PIECZYNSKI	FEEES/DUES/SUBSCRIPTIONS	630-307	30	124.00
04/14/2025	APCHK	103401	LORI RINELLA	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	113.40
04/14/2025	APCHK	103403	MAUREEN GAYNOR	ACTIVE ADULT PROGRAM	590-517	20	990.00
04/14/2025	APCHK	103404	METROPOLITAN EMER RESP & INV	FEEES/DUES/SUBSCRIPTIONS	630-307	30	6,500.00
04/14/2025	APCHK	103405	METROPOLITAN MAYORS CAUCUS	FEEES/DUES/SUBSCRIPTIONS	410-307	05	415.62
04/14/2025	APCHK	103407#	MULTISYSTEM MANAGEMENT COMPANY	MAINTENANCE - BUILDING	466-228	10	11,880.00
				MAINTENANCE - BUILDING	466-228	10	5,670.00
				MAINTENANCE - BUILDING	466-228	10	1,222.50
				MAINTENANCE - EQUIPMENT	570-411	20	900.00
				MAINTENANCE - BUILDING	630-228	30	1,222.50
				CHECK APCHK 103407 TOTAL FOR FUND 01:			20,895.00
04/14/2025	APCHK	103408*#	MUNICIPAL GIS PARTNERS, INC.	OTHER PROFESSIONAL SERVICES	471-425	10	1,002.86
				FEEES - ENGINEERING	720-245	35	1,002.87
				ENGINEERING SERVICES	820-262	40	1,002.86
				CHECK APCHK 103408 TOTAL FOR FUND 01:			3,008.59
04/14/2025	APCHK	103409	NANCY MONTELBANO	ACTIVE ADULT PROGRAM	590-517	20	110.00
04/14/2025	APCHK	103410#	NICOR GAS	NICOR GAS (835 MIDWAY)	466-236	10	66.42
				NICOR GAS (835 MIDWAY)	466-236	10	285.27
				NICOR GAS (825 MIDWAY)	570-235	20	221.54
				NICOR GAS (7760 QUINCY)	630-235	30	487.16
				NICOR GAS	725-415	35	391.32
				CHECK APCHK 103410 TOTAL FOR FUND 01:			1,451.71
04/14/2025	APCHK	103411	NJ RYAN TREE & LANDSCAPE LLC	SNOW REMOVAL CONTRACT	740-287	35	5,875.00
				SNOW REMOVAL CONTRACT	740-287	35	10,350.00
				SNOW REMOVAL CONTRACT	740-287	35	19,435.00

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Fund: 01 GENERAL FUND							
				SNOW REMOVAL CONTRACT	740-287	35	10,120.00
				CHECK APCHK 103411 TOTAL FOR FUND 01:			45,780.00
04/14/2025	APCHK	103412	NORTH EAST MULTI REGIONAL TRNG.	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	300.00
				SCHOOLS/CONFERENCES/TRAVEL	630-304	30	750.00
				CHECK APCHK 103412 TOTAL FOR FUND 01:			1,050.00
04/14/2025	APCHK	103413	NORTHERN ILLINOIS CISM TEAM	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	200.00
04/14/2025	APCHK	103414	NORTHWESTERN UNIVERSITY	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	1,000.00
04/14/2025	APCHK	103415	OCCUPATIONAL HEALTH CENTERS	EXAMS - PHYSICAL	440-543	07	455.00
04/14/2025	APCHK	103416	ODELSON MURPHEY FRAZIER	FEES - VILLAGE ATTORNEY	470-239	10	285.00
04/14/2025	APCHK	103417	OLGA ANTONOPOULUS	ACTIVE ADULT PROGRAM	590-517	20	600.00
04/14/2025	APCHK	103418#	ORBIS SOLUTIONS	SCHOOLS/CONFERENCES/TRAVEL	455-304	10	280.00
				CONSULTING SERVICES - IT	460-306	10	972.63
				CONSULTING SERVICES - IT	460-306	10	804.00
				CONSULTING SERVICES - IT	460-306	10	1,038.40
				INFORMATIONAL TECH SERVICES	555-308	20	415.37
				INFORMATIONAL TECH SERVICES	640-308	30	4,361.33
				INFORMATIONAL TECH SERVICES	715-308	35	692.28
				INFORMATIONAL TECH SERVICES	815-308	40	415.37
				CHECK APCHK 103418 TOTAL FOR FUND 01:			8,979.38
04/14/2025	APCHK	103419	ORKIN EXTERMINATING	MAINTENANCE - BUILDING	630-228	30	131.00
				MAINTENANCE - BUILDING	630-228	30	131.00
				CHECK APCHK 103419 TOTAL FOR FUND 01:			262.00
04/14/2025	APCHK	103420	PARTS AUTHORITY LLC	MAINTENANCE - BUILDING	630-228	30	100.88
04/14/2025	APCHK	103422	PETRESKI,ALEX	BROW22-004 - PB22-293	210-109	00	2,000.00
04/14/2025	APCHK	103423	PRI MANAGEMENT GROUP	SCHOOLS/CONFERENCES/TRAVEL	630-304	30	785.75
04/14/2025	APCHK	103424	PROMOS 911 INC	COMMODITIES	670-331	30	919.74
04/14/2025	APCHK	103425	QUADIENT LEASING USA, INC.	POSTAGE & METER RENT	455-311	10	707.49
04/14/2025	APCHK	103426	RAGS ELECTRIC, INC	MAINTENANCE	725-410	35	423.00
				MAINTENANCE	725-410	35	5,507.22
				CHECK APCHK 103426 TOTAL FOR FUND 01:			5,930.22

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Fund: 01 GENERAL FUND							
04/14/2025	APCHK	103427	RATHS, RATHS & JOHNSON, INC.	ENGINEERING SERVICES	820-262	40	970.00
				ENGINEERING SERVICES	820-262	40	522.50
				ENGINEERING SERVICES	820-262	40	1,096.25
				CHECK APCHK 103427 TOTAL FOR FUND 01:			<u>2,588.75</u>
04/14/2025	APCHK	103428	REEVES TECHNOLOGY GROUP	CONTINGENCIES	490-799	10	15,890.00
04/14/2025	APCHK	103430	RUSO'S POWER EQUIPMENT	OPERATING SUPPLIES & EQUIPMENT	710-401	35	349.97
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	1,201.78
				CHECK APCHK 103430 TOTAL FOR FUND 01:			<u>1,551.75</u>
04/14/2025	APCHK	103431	RUTLEDGE PRINTING CO.	PRINTING & PUBLISHING	630-302	30	276.01
04/14/2025	APCHK	103432	SAFE RESTRAINTS, INC	OPERATING EQUIPMENT	630-401	30	2,347.12
04/14/2025	APCHK	103433	SAFEBUILT, LLC	BUILDING, PLAN REVIEW & INSP. SERVICES	820-260	40	506.02
				BUILDING, PLAN REVIEW & INSP. SERVICES	820-260	40	3,422.01
				BUILDING, PLAN REVIEW & INSP. SERVICES	820-260	40	578.76
				CHECK APCHK 103433 TOTAL FOR FUND 01:			<u>4,506.79</u>
04/14/2025	APCHK	103434	SHAMIKA MILLER	SPECIAL RECREATION ASSOC PROGRAM DUES	590-518	20	705.00
04/14/2025	APCHK	103435	SHERI TOWNSEND	ACTIVE ADULT PROGRAM	590-517	20	568.00
04/14/2025	APCHK	103436	STRICTLY SELF DEFENSE LLC	ACTIVE ADULT PROGRAM	590-517	20	98.00
04/14/2025	APCHK	103437	STUDIO B ART, LLC	COMMUNITY EVENTS	585-522	20	77.00
04/14/2025	APCHK	103438	SWEET HOME GETATO	ACTIVE ADULT PROGRAM	590-517	20	247.00
04/14/2025	APCHK	103441*#	TAMELING INDUSTRIES	COMMUNITY EVENTS	585-522	20	41.38
04/14/2025	APCHK	103442	THOMPSON ELEV. INSPECT. SERVICE	ELEVATOR INSPECTION	830-117	40	1,204.00
				ELEVATOR INSPECTION	830-117	40	387.00
				ELEVATOR INSPECTION	830-117	40	129.00
				CHECK APCHK 103442 TOTAL FOR FUND 01:			<u>1,720.00</u>
04/14/2025	APCHK	103443	TKB ASSOCIATES INC	DOCUMENT STORAGE/SCANNING	815-267	40	6,669.32
04/14/2025	APCHK	103444*#	ULINE	OFFICE SUPPLIES	710-301	35	113.21
04/14/2025	APCHK	103446	UNIFORMS DIRECT LLC	UNIFORMS	630-345	30	132.00

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Fund: 01 GENERAL FUND							
04/14/2025	APCHK	103450#	VESTIS GROUP, INC.	BUILDING MAINTENANCE SUPPLIES	466-351	10	77.41
				MAINTENANCE - BUILDING	630-228	30	73.53
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	96.45
				CHECK APCHK 103450 TOTAL FOR FUND 01:			247.39
04/14/2025	APCHK	103451	WAREHOUSE DIRECT, INC.	OFFICE SUPPLIES	455-301	10	63.52
				OFFICE SUPPLIES	455-301	10	63.52
				OFFICE SUPPLIES	455-301	10	32.04
				OFFICE SUPPLIES	455-301	10	164.97
				CHECK APCHK 103451 TOTAL FOR FUND 01:			324.05
04/14/2025	APCHK	103452	WEX HEALTH, INC	FEES/DUES/SUBSCRIPTIONS	455-307	10	50.00
				FEES/DUES/SUBSCRIPTIONS	455-307	10	50.00
				CHECK APCHK 103452 TOTAL FOR FUND 01:			100.00
04/14/2025	APCHK	103453#	WLBK BURR RIDGE CHAMBER OF COM	SCHOOLS/CONFERENCES/TRAVEL	410-304	05	30.00
				TRAINING	555-304	20	30.00
				CHECK APCHK 103453 TOTAL FOR FUND 01:			60.00
04/14/2025	APCHK	432(E)#	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	455-301	10	66.21
				COMMISSARY PROVISION	455-355	10	5.36
				OFFICE/GENERAL PROGRAM SUPPLIES	550-301	20	436.79
				ACTIVE ADULT PROGRAM	590-517	20	258.39
				OFFICE SUPPLIES	630-301	30	62.43
				PRINTING & PUBLISHING	630-302	30	43.99
				OPERATING EQUIPMENT	630-401	30	1,418.19
				OPERATING EQUIPMENT	630-401	30	(56.98)
				COMMODITIES	670-331	30	81.47
				OFFICE SUPPLIES	710-301	35	77.70
				OFFICE SUPPLIES	810-301	40	29.39
				CHECK APCHK 432(E) TOTAL FOR FUND 01:			2,422.94
				Total for fund 01 GENERAL FUND			387,451.36

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Fund: 02 WATER FUND							
04/14/2025	APCHK	103335	A&W TRAILER LLC	VEHICLE MAINTENANCE	401-350	50	473.92
04/14/2025	APCHK	103339	AMERICAN INFRASTRUCTURE	FEES - ENGINEERING	405-245	50	5,880.00
04/14/2025	APCHK	103343*#	AT & T MOBILITY II LLC	PHONE - TELEPHONES	401-201	50	246.52
04/14/2025	APCHK	103344*#	B & E AUTO REPAIR & TOWING	VEHICLE MAINTENANCE	401-350	50	1,292.23
04/14/2025	APCHK	103347	BLACK GOLD SEPTIC	WELLHOUSE REPAIRS & MAIN - WB EXEC	425-474	50	500.00
04/14/2025	APCHK	103349	BRIGHTER ELECTRIC	WELLHOUSE REPAIRS & MAIN - WB EXEC	425-474	50	870.00
04/14/2025	APCHK	103356*#	CHRISTOPHER B. BURKE	FEES - ENGINEERING	405-245	50	991.00
				FEES - ENGINEERING	405-245	50	160.00
				CHECK APCHK 103356 TOTAL FOR FUND 02:			1,151.00
04/14/2025	APCHK	103365	ETP LABS INC	SAMPLING ANALYSIS	420-362	50	85.00
				SAMPLING ANALYSIS	420-362	50	300.00
				CHECK APCHK 103365 TOTAL FOR FUND 02:			385.00
04/14/2025	APCHK	103366	FALCO'S LANDSCAPING INC	SPOILS HAULING SERVICES	430-280	50	6,050.00
				SPOILS HAULING SERVICES	430-280	50	6,050.00
				CHECK APCHK 103366 TOTAL FOR FUND 02:			12,100.00
04/14/2025	APCHK	103373*#	GIS CONSORTIUM	FEES - ENGINEERING	405-245	50	1,000.00
04/14/2025	APCHK	103375*#	GOVERNMENT INSURANCE NETWORK	HEALTH/DENTAL/LIFE INSURANCE	401-141	50	8,840.45
04/14/2025	APCHK	103377	HBK WATER METER SERVICE	METERS FLOW TESTING	435-278	50	300.00
04/14/2025	APCHK	103380*#	HOME DEPOT CREDIT SERVICES	VEHICLE MAINTENANCE	401-350	50	293.92
				VEHICLE MAINTENANCE	401-350	50	617.96
				VEHICLE MAINTENANCE	401-350	50	58.16
				OPERATING EQUIPMENT	430-401	50	969.12
				OPERATING EQUIPMENT	430-401	50	717.00
				CHECK APCHK 103380 TOTAL FOR FUND 02:			2,656.16
04/14/2025	APCHK	103388*#	KAPLAN LIQUID SOLUTIONS	OPERATING EQUIPMENT	430-401	50	795.50

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Fund: 02 WATER FUND							
04/14/2025	APCHK	103392	KLOEPFER CONSTRUCTION, INC.	WATER DISTRIBUTION REPAIRS/MAINTENANCE	430-277	50	938.90
				WATER DISTRIBUTION REPAIRS/MAINTENANCE	430-277	50	4,218.55
				CHECK APCHK 103392 TOTAL FOR FUND 02:			5,157.45
04/14/2025	APCHK	103395*#	LAUTERBACH & AMEN LLP	FINANCIALS SERVICES	401-309	50	9,100.00
				FINANCIALS SERVICES	401-309	50	9,100.00
				CHECK APCHK 103395 TOTAL FOR FUND 02:			18,200.00
04/14/2025	APCHK	103406	MID AMERICAN WATER	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	584.65
04/14/2025	APCHK	103408*#	MUNICIPAL GIS PARTNERS, INC.	FEES - ENGINEERING	405-245	50	1,002.87
04/14/2025	APCHK	103429	REGIONAL TRUCK EQUIPMENT CO	VEHICLE MAINTENANCE	401-350	50	1,404.20
04/14/2025	APCHK	103440	TAMELING GRADING	WATER DISTRIBUTION REPAIRS/MAINTENANCE	430-277	50	922.00
04/14/2025	APCHK	103441*#	TAMELING INDUSTRIES	WATER DISTRIBUTION REPAIRS/MAINTENANCE	430-277	50	176.49
				WATER DISTRIBUTION REPAIRS/MAINTENANCE	430-277	50	20.70
				CHECK APCHK 103441 TOTAL FOR FUND 02:			197.19
04/14/2025	APCHK	103444*#	ULINE	OFFICE SUPPLIES	401-301	50	1,569.52
04/14/2025	APCHK	103445	UNDERGROUND PIPE & VALVE, CO.	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	8,244.00
				MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	6,354.00
				CHECK APCHK 103445 TOTAL FOR FUND 02:			14,598.00
04/14/2025	APCHK	103448	USABLUEBOOK	SAMPLING ANALYSIS	420-362	50	936.43
04/14/2025	APCHK	103449	VARIVERGE LLC	PRINTING & PUBLISHING	401-302	50	905.22
				POSTAGE & METER RENT	401-311	50	883.63
				CHECK APCHK 103449 TOTAL FOR FUND 02:			1,788.85
04/14/2025	APCHK	433(E)	DUPAGE WATER COMMISSION	PURCHASE OF WATER	420-575	50	132,424.56
				Total for fund 02 WATER FUND			215,276.50

04/11/2025 09:53 AM
User: EKOMPERDA
DB: Willowbrook

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
CHECK DATE FROM 03/26/2025 - 04/16/2025

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 04 MOTOR FUEL TAX FUND							
04/14/2025	APCHK	103356*#	CHRISTOPHER B. BURKE	ROAD PROGRAM DESIGN	600-310	56	8,783.00
				Total for fund 04 MOTOR FUEL TAX FUND			8,783.00

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User: EKOMPERDA
DB: Willowbrook

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
CHECK DATE FROM 03/26/2025 - 04/16/2025

Page 13/15

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 10 CAPITAL PROJECT FUND							
04/14/2025	APCHK	103356*#	CHRISTOPHER B. BURKE	CREEKSIDE PARK IMPROVEMENTS	600-345	55	869.00
				CREEKSIDE PARK IMPROVEMENTS	600-345	55	2,871.00
				BORSE PARK PHASE II	600-347	55	553.00
				BORSE PARK PHASE II	600-347	55	20,541.00
				BORSE PARK - PHASE III	600-355	55	34,935.55
				CHECK APCHK 103356 TOTAL FOR FUND 10:			59,769.55
04/14/2025	APCHK	103357*#	CHRISTOPHER B. BURKE	STORMWATER MASTER PLAN	600-306	55	706.00
04/14/2025	APCHK	103379*#	HIGH STAR TRAFFIC	STREET SIGN REPLACEMENT	600-320	55	975.00
				STREET SIGN REPLACEMENT	600-320	55	242.35
				STREET SIGN REPLACEMENT	600-320	55	325.00
				STREET SIGN REPLACEMENT	600-320	55	201.20
				STREET SIGN REPLACEMENT	600-320	55	192.15
				CHECK APCHK 103379 TOTAL FOR FUND 10:			1,935.70
04/14/2025	APCHK	103400	LIVING WATERS CONSULTANTS	BORSE PARK PHASE II	600-347	55	1,000.00
04/14/2025	APCHK	103439	T-MOBILE	CREEKSIDE PARK IMPROVEMENTS	600-345	55	51.00
				CREEKSIDE PARK IMPROVEMENTS	600-345	55	95.94
				CHECK APCHK 103439 TOTAL FOR FUND 10:			146.94
04/14/2025	APCHK	103447	UPLAND DESIGN, LTD.	CREEKSIDE PARK IMPROVEMENTS	600-345	55	1,901.14
				FARMINGDALE TERRACE PROJECT	600-346	55	231.00
				BORSE PARK PHASE II	600-347	55	3,420.00
				CHECK APCHK 103447 TOTAL FOR FUND 10:			5,552.14
				Total for fund 10 CAPITAL PROJECT FUND			69,110.33

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User: EKOMPERDA
DB: Willowbrook

CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
CHECK DATE FROM 03/26/2025 - 04/16/2025

Page 14/15

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 15 RT 83/PLAINFIELD RD BUSINESS DISTRCT TAX							
04/14/2025	APCHK	103364*#	ELROD FRIEDMAN LLP	LEGAL FEES	401-242	15	5,804.50
				LEGAL FEES	401-242	15	2,478.00
				CHECK APCHK 103364 TOTAL FOR FUND 15:			<u>8,282.50</u>
04/14/2025	APCHK	103370	FLOCK SAFETY	FLOCK SAFETY LPR-BUS DIST	540-424	15	6,800.00
04/14/2025	APCHK	103375*#	GOVERNMENT INSURANCE NETWORK	HEALTH/DENTAL/LIFE INSURANCE	455-141	15	1,254.77
04/14/2025	APCHK	103383*#	ILLINOIS DEPT. OF TRANSPORTATION	MAINT TRAFFIC SIGNALS	745-224	15	385.92
04/14/2025	APCHK	103421	PETE'S FRESH MARKET	SALES TAX REBATE - PFM	455-514	15	149,720.20
				Total for fund 15 RT 83/PLAINFIELD RD BUSINESS			166,443.39

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 17 SERIES 2022 BOND							
04/14/2025	APCHK	103402	MALLON AND ASSOCIATES, INC.	OTHER PROFESSIONAL SERVICE (WEDP)	540-425	80	5,000.00
				Total for fund 17 SERIES 2022 BOND			5,000.00
TOTAL - ALL FUNDS							852,064.58

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Village of Willowbrook

Proclamation

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource providing us countless critical products; and

WHEREAS, trees in our Village increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, the Village of Willowbrook has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting practices.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois that we hereby recognize April 25, 2025 to be “ARBOR DAY” in the Village of Willowbrook, and urge all citizens to support all efforts to protect our trees and natural woodlands and to support our Village’s forestry program; and further, to plant trees to enhance our environment and preserve the well-being of our present and future generations.

Read and Proclaimed this 14th day of April, 2025.

Attest:

Mayor

Village Clerk

Village of Willowbrook

Proclamation

WHEREAS, The monarch butterfly is an iconic North American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions of Americans; and

WHEREAS, Both the western and eastern monarch populations have seen significant declines with less than one percent of the western monarch population remaining, while the eastern population has fallen by as much as ninety percent; and

WHEREAS, the Village of Willowbrook recognizes that human health ultimately depends on well-functioning ecosystems and that biodiverse regions can better support food production, healthy soil and air quality and can foster healthy connections between humans and wildlife; and

WHEREAS, Cities, towns and counties have a critical role to play to help save the monarch butterfly, and Willowbrook is striving to become a leader; and

WHEREAS, On February 22, 2024, I, Frank Trilla, signed the National Wildlife Federation's Mayors' Monarch Pledge and have officially committed to taking meaningful action to protect the monarch butterfly; and

WHEREAS, Willowbrook has committed to Action Items 1, 4, 19, and 25; and

WHEREAS, Every resident of Willowbrook can make a difference for the monarch by planting native milkweed and nectar plants to provide habitat for the monarch and pollinators in locations where people live, work, learn, play and worship; and

NOW, THEREFORE, I, Frank Trilla, Mayor of Willowbrook, Illinois proclaim April 14, 2025 as Mayors' Monarch Pledge Day in the Village of Willowbrook and encourage all residents to participate in community activities that support and celebrate monarch conservation.

Read and Proclaimed this 14th day of April, 2025.

Attest:

Frank Trilla, Mayor

Gretchen Boerwinkle, Village Clerk



National Public Works Week Proclamation

May 18-24, 2025

"People, Purpose, Presence"

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of the Village of Willowbrook and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the Village of Willowbrook to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2025 marks the 65th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

RESOLVED, I, Frank A. Trilla, Mayor of the Village of Willowbrook, do hereby designate the week of May 18-24, 2025, as National Public Works Week. I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Village to be affixed,

DONE at the Village of Willowbrook, Illinois this 14th day of April 2025.

Attest / Seal

Frank A Trilla, Mayor

Gretchen S. Boerwinkle, Village Clerk



BOARD OF TRUSTEES MEETING

AGENDA ITEM NO: 6.h.

DATE: April 14, 2025

SUBJECT:

AN ORDINANCE RESERVING AND AUTHORIZING THE TRANSFER OF VOLUME CAP IN CONNECTION WITH PRIVATE ACTIVITY BOND ISSUES AND RELATED MATTERS

STAFF REPORT

TO: Mayor Trilla and Board of Trustees
FROM: Alex Arteaga, Assistant to the Village Administrator
THROUGH: Sean Halloran, Village Administrator

BACKGROUND/SUMMARY

The Village of Willowbrook became a Home Rule Municipality through public referendum in April 2019. As such, the Village of Willowbrook is now annually allocated an amount of private activity bond volume cap, pursuant to Federal Tax Reform Act of 1986, as amended, and the Illinois Private Activity Bond Allocation Act. The Village can utilize the volume cap itself any time during the calendar year 2025 or transfer it to another municipality, generally for value.

Section 146 of the Internal Revenue Code of 1986, as amended, provides that the Village has volume cap equal to \$130 per resident of the Village in each calendar year, which volume cap may be reserved and allocated to certain tax-exempt private activity bonds (\$130 * 9,056 = \$1,177,180.00).

The Illinois Private Activity Bond Allocation Act, 30 ILCS 345/1 et seq. (State Bar Ed. 2016), as supplemented and amended, provides that a home rule unit of government may transfer its allocation of volume cap to any other home rule unit of government, the State of Illinois, or any agency thereof or any non-home rule unit of government.

Private activity bonds (PABs or federally tax-exempt conduit infrastructure bonds) enable the following types of charities and 501(c)(3) organizations to finance their capital infrastructure projects at generally lower interest rates and longer maturities – and to create long-term economic value for communities throughout Illinois:

- Hospitals and health systems;
- Schools – research universities, colleges, charter schools and others;
- Museums and cultural institutions; and
- Organizations that provide housing for seniors, students and working people

RECOMMENDED ACTION:

The Village attorney recommends the Village reserve all of its volume cap allocation for calendar year 2025 to be applied toward the issuance of private activity bonds, as provided in this Ordinance, or to be transferred, as permitted by this Ordinance.

In order to reserve the Village's volume cap allocation, the attached ordinance must be passed and approved prior to May 1, 2025. Additionally, a notice of reservation of the volume cap must be provided to the Governor's Office no later than May 10, 2025.



Village of WILLOWBROOK

Mayor

Frank A. Trilla

Village Clerk

Gretchen Boerwinkle

Village Trustees

Mark L. Astrella

Sue Berglund

Umberto Davi

Michael Mistele

Gayle Neal

Gregory Ruffolo

Village Administrator

Sean Halloran

Chief of Police

Lauren Kaspar



Proud Member of the
Illinois Route 66 Scenic Byway

April 14, 2025

Office of the Governor

Governor's Office of Management and Budget

555 West Monroe Street – Suite 1500 – S-GOMB

Chicago, Illinois 60661

Attn: Sophia Ronis

ATTENTION: Debt Management Unit

Re: Issuer: Village of Willowbrook, a Home Rule Unit

Total 2025 Volume Cap Allocation: \$1,177,780.00

Volume Cap allocations granted, transferred, or reserved by Issuer ordinance prior to May 1, 2025:

1. Principal Amount of Issue: \$1,177,180.00

Bond Description: Private Activity Bonds

Reallocation/Transfer: Year 2025 Private Activity Bond issuance authority is reserved to the Village of Willowbrook

Total Allocation Reserved: \$1,177,180.00

A certified copy of the previously approved reservation ordinance is enclosed. If you have any questions or require further information, please contact me.

Sincerely,

Village of Willowbrook

Sean Halloran

Village Administrator

(630) 323-8215

ORDINANCE NO. 25 – O - _____

**AN ORDINANCE RESERVING AND AUTHORIZING THE
TRANSFER OF VOLUME CAP IN CONNECTION WITH
PRIVATE ACTIVITY BOND ISSUES AND RELATED MATTERS**

WHEREAS, the Village of Willowbrook, DuPage County (the “*Village*”), is a municipality and a home rule unit of government under Section 6 of Article VII of the 1970 Constitution of the State of Illinois; and

WHEREAS, Section 146 of the Internal Revenue Code of 1986, as amended (the “*Code*”), provides that the Village has a volume cap equal to \$130.00 per resident of the Village in each calendar year, which volume cap may be reserved and allocated to certain tax-exempt private activity bonds; and

WHEREAS, the Illinois Private Activity Bond Allocation Act, 30 ILCS 345/1 *et seq.*, as supplemented and amended (the “*Act*”), provides that a home rule unit of government may transfer its allocation of volume cap to any other home rule unit of government, the State of Illinois or any agency thereof or any non-home rule unit of government; and

WHEREAS, it is now deemed necessary and desirable by the Village to reserve all of its volume cap allocation for calendar year 2025 to be applied toward the issuance of private activity bonds (the “*Bonds*”), as provided in this Ordinance, or to be transferred, as permitted by this Ordinance;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION ONE. That, pursuant to Section 146 of the Code and the Act, the entire volume cap of the Village for calendar year 2025 is hereby reserved by the Village, which may issue the Bonds using such volume cap, or without any further action required on the part of the corporate authorities of the Village, may transfer such volume cap to a home rule unit of

government, non-home rule unit of government, the State of Illinois or any agency thereof for the issuance of private activity bonds by such governmental entity, and the adoption of this Ordinance shall be deemed to be an allocation of such volume cap to the issuance of the Bonds or authorization of the transfer of such volume cap for use in the issuance of such other bonds; *provided*, that any such transfer shall be evidenced by a written instrument executed by the Mayor, Village Administrator, Assistant Village Administrator or Finance Director or any other proper officer or employee of the Village.

SECTION TWO. That the Village shall maintain a written record of this Ordinance in its records during the term that the Bonds or any other such bonds to which such volume cap is allocated remain outstanding.

SECTION THREE. That the Mayor, Village Clerk, Village Administrator, Assistant Village Administrator, Finance Director and all other proper officers, officials, agents and employees of the Village are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents and certificates as may be necessary to further the purposes and intent of this Ordinance and to comply with the provisions of the Act with respect to transfers of volume cap.

SECTION FOUR. That the provisions of this Ordinance are hereby declared to be separable, and if any section, phrase or provision of this Ordinance shall for any reason be declared to be invalid, such declaration shall not affect the remainder of the sections, phrases and provisions of this Ordinance.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

SECTION FIVE. That all ordinances, resolutions or orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded; and that this Ordinance shall be in full force and effect upon its adoption and approval.

PASSED and APPROVED this 14th day of April, 2025 by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Gretchen Boerwinkle, Village Clerk



BOARD OF TRUSTEES MEETING

AGENDA ITEM NO: 6.i.

DATE: April 14, 2025

SUBJECT:

A RESOLUTION PURSUANT TO TITLE 5, CHAPTER 1, SECTION 5-1-14 OF THE VILLAGE CODE TO DEVIATE FROM THE POLICE DEPARTMENT HIRING ROTATION PROCESS AND EFFECT THE ORIGINAL APPOINTMENT OF ONE (1) LATERAL POLICE CANDIDATE FOR THE RANK OF PATROL OFFICER

STAFF REPORT

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

PURPOSE AND ACTION REQUESTED

In September of 2020, the Village Board passed an ordinance allowing the Police Department to hire lateral candidates to fill vacancies in the rank of patrol officer. Title 5, Chapter 1, Section 5-1-14 specifies that a rotation of hiring lateral candidate and entry level candidates is to be utilized. A deviation from this rotation can be granted by the Village Board. Staff is proposing a resolution to allow deviation from the hiring rotation between lateral police officer candidates and entry level police officer candidates.

BACKGROUND/SUMMARY

The current composition of the Willowbrook Police Department as provided by Title 5, Chapter 1, Section 5-1-1 of the municipal code is as follows:

Chief of Police -1

Deputy Chief of Police -2

Sergeants – 4

Patrol Officers - in such numbers as may be provided from time to time by the Mayor and Board of Trustees for a total department composition not to exceed twenty-seven (27) members.

With the most recent lateral hire and the October 24th, 2024 retirement of Sergeant Darren Biggs, the total number of sworn officers is twenty-six (26) in the police department leaving one vacancy.

Over the past few years, recruitment and retention has become an increasingly difficult topic for law enforcement agencies all over the county. Staff have worked tirelessly to try and refine recruitment and retention procedures within the department to attract a more robust pool of applicants. Ultimately staff is seeing success in recruiting bigger candidate pools, however there are still hurdles in competing with other departments facing the same issues.

The department's current entry level list was established this past January and is still active, however staff has been unable to find a suitable entry level candidate. Since July of 2024, staff has worked tirelessly to screen numerous candidates with the last three failing out of the process. Since the deadlines for the January and May



police academies have passed, staff would like to deviate from the hiring process and fill the last remaining vacancy with a lateral hire. There are currently interested candidates on the lateral hire list and this deviation would give the department the best opportunity to reach full staffing in a timely manner.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION:

Adopt the Resolution which will enable the Chief of Police to hire from the lateral hire candidate pool.

RESOLUTION NO. 25-R-_____

**A RESOLUTION PURSUANT TO TITLE 5, CHAPTER 1, SECTION 5-1-14 OF THE
VILLAGE CODE TO DEVIATE FROM THE POLICE DEPARTMENT HIRING
ROTATION PROCESS AND EFFECT THE ORIGINAL APPOINTMENT OF
ONE (1) LATERAL POLICE CANDIDATE FOR THE RANK OF PATROL OFFICER**

WHEREAS, Title 2, Chapter 4, Section 6 of the Village Code of Ordinances provides that the Board of Police Commissioners of the Village shall make original appointments in the Police Department upon written receipt of a written resolution to do so, duly adopted by a majority vote of the corporate authorities of the Village; and

WHEREAS, Title 5, Chapter 1, Section 5-1-14 authorizes lateral hiring of qualified police officers; and

WHEREAS, the Village Code provides that the original appointment of police officers shall be made on a rotating basis pursuant to Title 2, Chapter 4, Section 6 or Title 5, Chapter 1, Section 5-1-14 of the Village Code of Ordinances; and

WHEREAS, the provision of Section 5-1-14, notwithstanding the corporate authorities, are expressly authorized to deviate from the hiring rotation process and direct the Chief of Police of the Village to select qualified candidates from the lateral pool to be recommended for hire by the Village Administrator.

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that a deviation from the “rotating hiring basis”, as provided in Title 5, Chapter 1, Section 5-1-14 of the Village Code of Ordinances, is hereby approved and the Chief of Police is hereby directed to select one (1) qualified candidate from the lateral pool of qualified candidates and shall further make a recommendation to the Village Administrator of the Village to extend a conditional offer of employment to such candidate, all in

accord with the provisions of the Village Code of Ordinances.

This resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED and APPROVED this 14th day of April, 2025 by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Gretchen Boerwinkle, Village Clerk



BOARD OF TRUSTEES MEETING

AGENDA ITEM NO: 6.j.

DATE: April 14, 2025

SUBJECT:

A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK, ILLINOIS AND DUPAGE METROPOLITAN ENFORCEMENT GROUP

STAFF REPORT

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

PURPOSE AND ACTION REQUESTED

Approve and authorize the execution of an intergovernmental agreement between the village of Willowbrook, Illinois and DuPage Metropolitan Enforcement Group.

BACKGROUND/SUMMARY

The DuPage Metropolitan Enforcement Group (DuMEG) was established in 1985 to provide a county-wide approach, linking local, county, state, and federal law enforcement agencies together, to combat illicit drug trafficking. DuMEG is supervised by a local Policy Board that reports to the Director of the Illinois State Police and operates in accordance with the Intergovernmental Drug Law Enforcement Act. The Village of Willowbrook has been a participant in DuMEG at varying times since its inception. This Intergovernmental Agreement will continue the Village's membership in DuMEG which was reestablished in July of 2022.

Funding for the DuMEG Unit is based upon a set contribution per full-time police officer in each community. In addition, some communities assign an officer to DuMEG on a full-time basis.

DuMEG has been an effective organization combating drug trafficking in DuPage County. With an increase in drug involved death investigations, now is an appropriate time to continue the Village's relationship with DuMEG. This collaboration with DuMEG will aid our Investigation Division in their drug involved investigations providing additional resources.

FINANCIAL IMPACT

The Village's "fair share" contribution to DuMEG for the 2025/2026 fiscal year is \$14,040. This amount represents a \$520.00 contribution per authorized police officer (27 authorized). The "fair share" contribution has been budgeted for FY25/26.

RECOMMENDED ACTION:

Adopt the resolution and approve the fair share payment of \$14,040.

RESOLUTION NO. 25-R- _____

**A RESOLUTION TO APPROVE
AND AUTHORIZE THE EXECUTION OF AN INTERGOVERNMENTAL
AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK, ILLINOIS AND
DUPAGE METROPOLITAN ENFORCEMENT GROUP**

WHEREAS, the Constitution of the State of Illinois of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, provides for the formation of intergovernmental agreements for, among other things, law enforcement Mutual Aid associations; and

WHEREAS, the Village of Willowbrook, Illinois (the “Village”) and the DuPage Metropolitan Enforcement Group (“DUMEG”) wish to enter into an intergovernmental agreement (the “Agreement”), a copy of which is attached hereto as Exhibit “A” and made a part hereof, wherein the Village will reestablish its participation as a member of DUMEG and further authorize the Village’s payment of an annual “Fair Share” contribution to DUMEG in the sum of Fourteen Thousand Forty and 00/100ths Dollars (\$14,040.00); and

WHEREAS, in the opinion of a majority of the corporate authorities of the Village, it is advisable, necessary and in the public interest that the Village enter into the Agreement with DUMEG and to approve the Village’s annual “Fair Share” contribution in the sum of Fourteen Thousand Forty and 00/100ths Dollars (\$14,040.00).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION 1: The foregoing preambles are hereby incorporated as if fully recited herein.

SECTION 2: The corporate authorities of the Village of Willowbrook hereby determine that it is advisable, necessary and in the best interest of the Village to enter into and do hereby approve that certain Intergovernmental Agreement with DUMEG.

SECTION 3: An annual “Fair Share” contribution to DUMEG in the sum of Fourteen Thousand Forty and 00/100ths Dollars (\$14,040.00), is hereby approved.

SECTION 4: The Village Police Chief shall be and is hereby authorized and directed to execute, on behalf of the Village, the Intergovernmental Agreement, in substantially the same form as attached hereto as Exhibit “A”, and made a part hereof.

SECTION 5: The Village’s Chief of Police is hereby authorized and direct to execute any and all necessary forms or other supplemental documents related to the Agreement.

SECTION 6: This Resolution shall take effect upon its passage and approval in accordance with law.

ADOPTED and APPROVED this 14th day of April, 2025, by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Gretchen Boerwinkle, Village Clerk

Exhibit “A”
Intergovernmental Agreement
By and Between
The Village of Willowbrook and
DuPage Metropolitan Enforcement Group (“DUMEG”)

DUPAGE METROPOLITAN ENFORCEMENT GROUP

INTERGOVERNMENTAL AGREEMENT

The undersigned public agencies, charged with the duty of enforcing the law and protecting their citizens from illegal activity including the trafficking of narcotics, guns, and humans, agree to pool and integrate law enforcement resources. The Parties recognize that the jurisdiction and authority of each is limited and that such limitations are detrimental in combating crime within the designated counties and among the major municipalities within said counties. The parties further recognize that the most effective means to accomplish that duty is through the pooling of resources and joint exercise of respective authorities. Each Party enters into this Intergovernmental Agreement to provide citizens the most effective law enforcement protection against those who engage in actions detrimental to the public safety.

In consideration of the terms herein set forth and the mutual covenants and obligations of the Parties hereto, the undersigned agree to the following:

I. PARTIES

The parties to this agreement are:

Addison Police Department	Bloomingtondale Police Department
Bensenville Police Department	Burr Ridge Police Department
Carol Stream Police Department	Clarendon Hills Police Department
Darien Police Department	Downers Grove Police Department
DuPage County State's Attorney's Office	Glen Ellyn Police Department
Glendale Heights Police Department	Hinsdale Police Department
Homeland Security Investigations	Illinois State Police
Itasca Police Department	Lisle Police Department
Lombard Police Department	Oak Brook Police Department
Roselle Police Department	Villa Park Police Department
Warrenville Police Department	Westmont Police Department
West Chicago Police Department	Willowbrook Police Department
Winfield Police Department	Wood Dale Police Department
Woodridge Police Department	

II. AUTHORITY

The Parties hereby enter into this Agreement pursuant to Article VII, Section 10, of the Constitution of the State of Illinois and the Intergovernmental Cooperation Act (5 ILCS 220/1) *et seq.*, and the Intergovernmental Drug Laws Enforcement Act, 30 ILCS 715/1 *et seq.*, (the "Act").

III. PURPOSE

The purpose of this agreement is to create a multi-jurisdictional authority to be known as the DuPage Metropolitan Enforcement Group, hereinafter referred to as the Metropolitan Enforcement Group. The Agreement will set forth the rules, policies, and understanding between the departments. The Metropolitan Enforcement Group will direct its primary enforcement efforts in the following areas:

- A. Covert and overt investigations concerning individuals engaged in illicit criminal activities with specific emphasis on trafficking of drugs, guns, and humans;
- B. Development of intelligence data regarding criminal activity in the area;
- C. Assist local agencies with case development for those investigations that are beyond capabilities of the requesting agency and/or those investigations that indicate a mid-level drug conspiracy or higher;
- D. Dissemination of intelligence activities to the appropriate federal, state, and local law enforcement agencies;
- E. Establishment of liaison with the State's Attorney's Offices and the United States Attorney's Office for legal advice and encouragement of vigorous prosecution of developed cases.
- F. Limit its operations to enforcement of drug laws; enforcement of Sections 10-9, 24-1, 24-1.1, 24-1.2, 24-1.2-5, 24-1.5, 24-1.7, 24-1.8, 24-2.1, 24-2.2, 24-3, 24-3.1, 24-3.2, 24-3.3, 24-3.4, 24-3.5, 24-3.7, 24-3.8, 24-3.9, 24-3A, 24-3B, 24-4, and 24-5 of the Criminal Code of 2012; Sections 2, 3, 6.1, 14 of the Firearm Owners Identification Card Act; and the investigation of street gang related offenses.

IV. ORGANIZATION

A. Policy Board

The Parties agree that a Policy Board shall be established to ensure effective use of personnel in the enforcement of laws concerning drugs, trafficking in persons, involuntary servitude, Firearm Owners Identification Card Act, the investigation of street gang related offenses. The MEG Policy Board shall be composed of an elected official, or his designee, and the Chief Law Enforcement Officer, or his designee, from each participating unit of local government to oversee the operations of the MEG and make such reports to the Director of the State Police as that Department may require.

B. Operating Director

The Policy Board shall designate by majority vote, an Operating Director, who shall be responsible for the daily operation of the MEG. The Operating Director shall report and be accountable to the Director of ISP and the Policy Board.

C. Chairman and Fiscal Officer

The Policy Board shall designate by majority vote, a Chairman, and a Fiscal Officer. The Fiscal Officer shall be the sole Fiscal Officer for the MEG, who shall receive and disburse grant funds for the MEG, but at no time shall s/he consider the contribution of manpower or personnel from the Illinois State Police as a basis for the 50 percent matching grant from the state for the total operating budget from Village of Glendale Heights. The Director of the Illinois State Police shall monitor the Village of Glendale Heights and determine its eligibility to receive State funding.

V. DURATION

This agreement will be effective upon its execution by all the signed parties and will supersede any and all previous agreements. This agreement will be reviewed and renewed on a yearly basis to coincide with fiscal year July 1 through June 30 the following year.

VI. DUTIES OF THE ILLINOIS STATE POLICE

- A. Monitor the operations of the MEG and determine the MEG's eligibility to receive State grants under the Act;
- B. Coordinate the operations of all MEG units and establish reasonable rules and regulations;
- C. Conduct investigations the Director deems necessary to carry out its duties under the Act;
- D. Provide training in proactive enforcement techniques and covert investigative methods as well as continuing training as outlined in the Onboarding agreement;
- E. Provide specialized equipment and/or communications devices; Subject to availability.
- F. May provide facilities for storage of evidence obtained during MEG investigations and resources to dispose of said evidence upon authority of the appropriate prosecuting authority and/or within the guidelines as established by the Illinois State Police;
- G. Appoint Metropolitan Enforcement Group officers as "Inspectors" of the Illinois State Police and the issuance of credentials pursuant to the authority in 20 ILCS 2620/4;

Any credentials, equipment and components assigned or issued by ISP to any officer must be surrendered to the ISP upon termination of the officer's affiliation with the Metropolitan Enforcement Group.

VII. DUTIES OF THE MEG POLICY BOARD

- A. Oversee the operations of the MEG and make such reports to the ISP as the Director may require;
- B. Designate a single appropriate elected official of a participating unit of local government to act as the financial officer of the MEG for all participating units of local government and to receive funds for the operation of MEG.
- C. Designate a Metropolitan Enforcement Group Operating Director who will:
 - 1. Be responsible for the overall direction and supervision of the assigned work force;
 - 2. Devise, implement, arrange and administer training for personnel assigned to the Metropolitan Enforcement Group;
 - 3. Be responsible for the submission of grant proposals and monetary requests to the Illinois Criminal Justice Information Authority;
 - 4. Be responsible for oversight of the Metropolitan Enforcement Group asset forfeiture program in accordance with ISP policy, as well as the approval of all expenditures of Metropolitan Enforcement Group funds acquired through State and Federal asset forfeitures and court fines and fees;
- D. Designate a Metropolitan Enforcement Group Supervisor who will:
 - 1. Act under the direction of the Metropolitan Enforcement Group Operating Director;
 - 2. Be responsible for the daily operations of their assigned squad and the direct supervision of the assigned work force;
 - 3. Develop, implement, and arrange/administer training for personnel assigned to their supervision;
 - 4. Review, analyze, document and approve use of official advance funds in accordance with ISP reporting practices and directives;
 - 5. Be responsible for overtime approval and assuring accurate procedures are being followed by Metropolitan Enforcement Group officers;

6. Be responsible for apprising the Metropolitan Enforcement Group \ Director of the unit's operations and assist in the formulation of activity reports;
7. Be responsible for other duties as prescribed by the Metropolitan Enforcement Group Director.

VIII. OTHER OPERATIONAL CONSIDERATIONS

A. Metropolitan Enforcement Group Members

1. If personnel are assigned, officers will be of full-time status from the ISP or local law enforcement agencies. Such officers shall, prior to appointment, pass an ISP background investigation. The officer shall not be subject to any current or pending disciplinary actions;
2. The officer will enter into an onboarding agreement with the Metropolitan Enforcement Group which will outline the expectations during the time as a Metropolitan Enforcement Group member. The officer will adhere to all aspects of the agreement during their time on the Metropolitan Enforcement Group;
3. Will adhere to all laws of the State of Illinois and the United States of America;
4. Will comply with their respective agency's policies and procedures as they apply to personnel issues, i.e. salary, overtime, vacation, holiday, and sick time, authorized weapons and vehicle usage;
5. Will agree to participate in the ISP random drug testing policy and to submit to an ISP sanctioned drug test upon request.
6. Report writing and case preparation procedures shall be utilized to document enforcement activities undertaken by the Metropolitan Enforcement Group.
7. All investigations should be deconflicted through the Illinois Statewide Terrorism and Intelligence Center.
8. The ISP Official Advance Funds policies will govern Metropolitan Enforcement Group operations if units choose to utilize Official Advanced Funds provided by ISP.
9. A copy of the directives expected to be followed will be given to the Metropolitan Enforcement Group officer with their onboarding information.

IX. MISCONDUCT

- A. Misconduct by officers of the Metropolitan Enforcement Group shall include the following:
1. Commission of a criminal offense;
 2. Neglect of duties;
 3. Violation of Metropolitan Enforcement Group policies and/or rules of procedures;
 4. Conduct which may tend to reflect unfavorably upon any of the parties to this agreement.
- B. Upon receipt of a complaint from a law enforcement agency, a states attorney's office, or any other credible source alleging misconduct by a Metropolitan Enforcement Group officer, the following procedures will be initiated:
1. The Metropolitan Enforcement Group Director shall conduct a preliminary review of the allegations to verify the complaint and to determine the nature, scope, and need to conduct a follow up investigation;
 2. In the event the allegations appear to be credible, the Metropolitan Enforcement Group Director will notify the Zone Commander and the chief executive of the officer's parent agency;
 3. If the complaint is of a non-criminal nature, the Metropolitan Enforcement Group Director and chief executive of the officer's parent agency will determine who will conduct the investigation. If the complaint is verified, the parent agency will implement disciplinary action as deemed necessary;
 4. If the complaint is of a criminal nature, the Metropolitan Enforcement Group Director and agency head shall require a criminal investigation be conducted by the ISP Division of Internal Investigation. The investigation will be forwarded to the respective States Attorney's office for decision on prosecution.

X. REPORTING

- A. The Metropolitan Enforcement Group Director will immediately notify the respective departments if there are any issues concerning the assigned officer;
- B. The Metropolitan Enforcement Group Director shall evaluate officers on a yearly basis; the evaluation tool will be determined by the Metropolitan Enforcement Group Director in agreement with the parent agency and retained as part of the Inspector's personnel file. The officer will stay on the unit if both parties agree the officer is performing their duties to the best of their ability and is proactively seeking new investigations, making arrests, and effectively impacting the community. If the MEG Director and parent agency determine the officer is no longer effective in the unit, the officer will be removed and reassigned as the parent agency sees fit;
- C. The Metropolitan Enforcement Group Director will present statistics for investigations, arrests, seizures and search warrants for the assigned officer at each board meeting, which will convene at least quarterly or as directed by the unit board of Directors.
- D. The Metropolitan Enforcement Group Director will submit statistics, table of organizations, budgets, and any additional information requested by the ISP immediately upon request.

XI. LIABILITY

- A. The ISP and/or the State of Illinois shall provide representation and indemnification to the extent permitted by law to Metropolitan Enforcement Group officers in the event that any civil proceeding is commenced against such Metropolitan Enforcement Group officer alleging the deprivation of a civil or constitutional right arising out of any act or omission occurring within the scope of Metropolitan Enforcement Group activities provided that such actions were not the result of the officers intentional, willful, or wanton misconduct;
- B. Each Metropolitan Enforcement Group unit shall also maintain a policy of insurance to cover any civil proceedings commenced against such Metropolitan Enforcement Group for instances of a conflict of interest or acts or omissions occurring outside the scope of Metropolitan Enforcement Group activities, including but not limited to the result of officers intentional, willful, or wanton misconduct;
- C. Each agency will accept liability, to the extent required by the Illinois Workers' Compensation Act (820 ILCS 305/1) for personal injuries occurring to its officers while engaged in Metropolitan Enforcement Group activities.

XII. TERMINATION/MODIFICATION OF AGREEMENT

- A. Any party may withdraw from this agreement 30 days after providing written notice of withdrawal to all other parties. Withdrawal of any party will not affect the agreement with respect to the remaining parties. Any modification of this agreement requires written approval by all parties.
- B. The Metropolitan Enforcement Group policy board may disband the operation of this Metropolitan Enforcement Group at any time by a majority vote where upon this agreement will be terminated. All Metropolitan Enforcement Group property obtained through grants from the Illinois Criminal Justice Information Authority shall be disposed of consistent with current property management or disposition guidelines issued by either the Authority's Office of Federal Assistance Programs or the Illinois Criminal Justice Information Authority.
- C. At the time of termination, the active participating agencies will vote on the disbursement of the non-grant Metropolitan Enforcement Group assets and forfeited assets.

XII. REVIEW AND ACCEPTANCE VERIFICATION

I certify that I am the Chief Executive Officer for my agency or that I have the authority to represent said agency in the execution of the herein Interagency Agreement. I further certify that I have reviewed and accept the terms and conditions of said Interagency Agreement.

Name: _____
Signature: _____
Title: _____
Date: _____
Agency: _____

Name: Chief Chris Zito
Signature: _____
Title: Chief of Police
Date: 3/17/2025
Agency: Wood Dale Police Department

Name: Chief Brian Strockis
Signature: _____
Title: Chief of Police
Date: 3/17/2025
Agency: Oak Brook Police

Name: _____
Signature: _____
Title: _____
Date: _____
Agency: _____

Name: _____
Signature: _____
Title: _____
Date: _____
Agency: _____

Name: _____
Signature: _____
Title: _____
Date: _____
Agency: _____

Name: Chief Donald Cummings
 Signature: [Redacted]
 Title: Chief of Police
 Date: 3/17/2025
 Agency: Carol Stream Police Department

Name: _____
 Signature: _____
 Title: _____
 Date: _____
 Agency: _____

Name: _____
 Signature: _____
 Title: _____
 Date: _____
 Agency: _____

Name: Chief Greg Thomas
 Signature: [Redacted]
 Title: Chief of Police
 Date: 3/17/2025
 Agency: Darien Police Department

Name: _____
 Signature: _____
 Title: _____
 Date: _____
 Agency: _____

Name: Chief Lauren Kaspar
 Signature: _____
 Title: Chief of Police
 Date: _____
 Agency: Willowbrook Police Department

Name: Chief Marc Loftus
 Signature: [Redacted]
 Title: Chief of Police
 Date: 3/17/2025
 Agency: Burr Ridge Police Department

Name: Chief Michael Rivas
 Signature: [Redacted]
 Title: Chief of Police
 Date: 3/17/2025
 Agency: Villa Park Police Dept

Name: _____
 Signature: _____
 Title: _____
 Date: _____
 Agency: _____

Name: Chief Rob Barreto
 Signature: [Redacted]
 Title: Chief of Police
 Date: 3/17/2025
 Agency: Roselle Police Department

Name: Chief Roy Selvik
 Signature: [Redacted]
 Title: Chief of Police
 Date: 3/17/2025
 Agency: Addison Police Department


Name: Chief Tom Stefanson
 Signature: [Redacted]
 Title: Chief of Police
 Date: 3/17/2025
 Agency: Woodridge Police Department

Name: Chief Joe Grage
 Signature: [Redacted]
 Title: Deputy Chief of Police
 Date: 3/17/2025
 Agency: Lombard Police Department

Name: Frank Giammarese
 Signature: [Redacted]
 Title: Director of Public Safety
 Date: 3/17/2025
 Agency: Bloomington Police Department

Name: _____
Signature: _____
Title: _____
Date: _____
Agency: _____

Name: _____
Signature: _____
Title: _____
Date: _____
Agency: _____

Name: R. Sean Fitzgerald
Signature: 
Title: Special Agent in Charge
Date: 3/17/2025
Agency: Homeland Security Investigations

Name: _____
Signature: _____
Title: _____
Date: _____
Agency: _____

Name: _____
Signature: _____
Title: _____
Date: _____
Agency: _____

Name: _____
Signature: _____
Title: _____
Date: _____
Agency: _____



BOARD OF TRUSTEES MEETING

AGENDA ITEM NO: 6.k.

DATE: April 14, 2025

SUBJECT:

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

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 2025 updated zoning map includes the three (3) resubdivisions approved in 2024 and minor cleanup to addresses. The three (3) resubdivisions are Abby Estates, 5929-5931 Western Avenue, Clarendon Cove, 6200-6220 Clarendon Hills Road, and Syrux Subdivision, 6134-6136 Bentley Avenue.

Staff recommends approval of the attached ordinance.

BACKGROUND/SUMMARY

In accordance with 65 ILCS 5/11-13-19, the Village is required to publish its Zoning Map by March 31st of each year if there have been any map amendments (i.e., re-zonings, subdivisions, annexations, and/or special use permits) during the preceding calendar year. The attached map has been prepared to reflect all changes through the year 2024.

FINANCIAL IMPACT

There is no financial impact on this item.

RECOMMENDED ACTION:

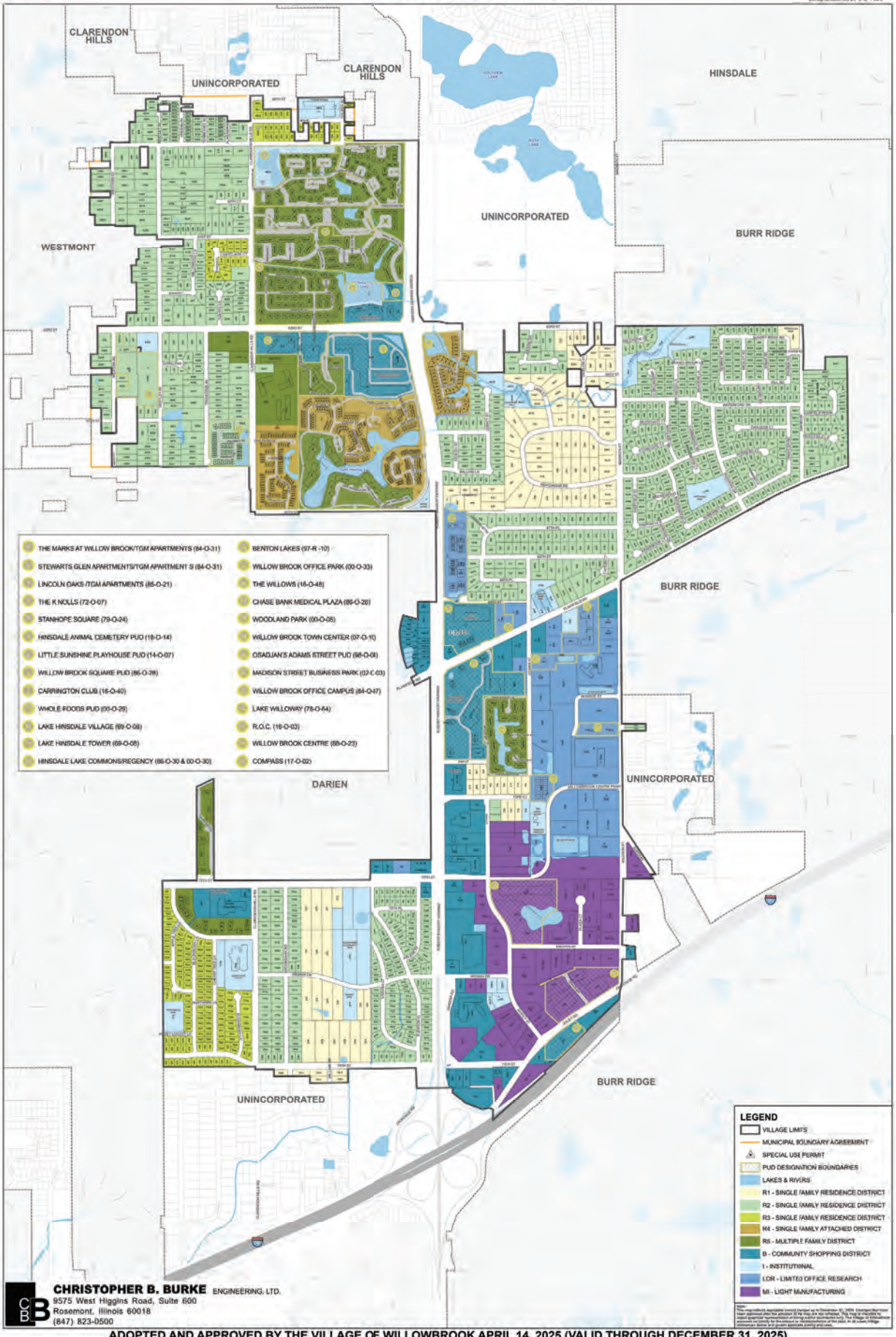
Approval of the Ordinance for the updated zoning map of the Village of Willowbrook.



VILLAGE OF WILLOWBROOK 2025 ZONING MAP



1 INCH = 600 FEET
SCALE BASED ON 24" X 36" PLOT



- | | |
|--|--|
| ● THE MARKS AT WILLOW BROOK TGM APARTMENTS (84-O-31) | ● BENTON LAKES (97-R-10) |
| ● STEWARTS GLEN APARTMENTS/TGM APARTMENT S (84-O-31) | ● WILLOW BROOK OFFICE PARK (00-O-33) |
| ● LINCOLN OAKS/TGM APARTMENTS (85-O-21) | ● THE WILLOWS (16-O-48) |
| ● THE K NOLLS (72-O-07) | ● CHASE BANK MEDICAL PLAZA (86-O-28) |
| ● STANHOPE SQUARE (79-O-24) | ● WOODLAND PARK (00-O-08) |
| ● HINSDALE ANIMAL CEMETERY PUD (18-O-14) | ● WILLOW BROOK TOWN CENTER (97-O-10) |
| ● LITTLE SUNSHINE PLAYHOUSE PUD (14-O-07) | ● ORADIAN'S ADAMS STREET PUD (86-O-06) |
| ● WILLOW BROOK SQUARE PUD (86-O-26) | ● MADISON STREET BUSINESS PARK (52-C-03) |
| ● CARRINGTON CLUB (16-O-40) | ● WILLOW BROOK OFFICE CAMPUS (84-O-47) |
| ● WHOLE FOODS PUD (20-O-28) | ● LAKE WILLOWAY (78-O-84) |
| ● LAKE HINSDALE VILLAGE (89-O-08) | ● R.O.C. (16-O-03) |
| ● LAKE HINSDALE TOWER (89-O-08) | ● WILLOW BROOK CENTRE (85-O-23) |
| ● HINSDALE LAKE COMMONS/REGENCY (86-O-30 & 00-O-30) | ● COMPASS (17-O-02) |

- LEGEND**
- VILLAGE LIMITS
 - MUNICIPAL BOUNDARY AGREEMENT
 - ▲ SPECIAL USE PERMIT
 - PUD DESIGNATION BOUNDARIES
 - LAKES & RIVERS
 - R1 - SINGLE FAMILY RESIDENCE DISTRICT
 - R2 - SINGLE FAMILY RESIDENCE DISTRICT
 - R3 - SINGLE FAMILY RESIDENCE DISTRICT
 - R4 - SINGLE FAMILY ATTACHED DISTRICT
 - R5 - MULTIPLE FAMILY DISTRICT
 - B - COMMUNITY SHOPPING DISTRICT
 - I - INSTITUTIONAL
 - LOR - LIMITED OFFICE, RESEARCH
 - M - LIGHT MANUFACTURING

CHRISTOPHER B. BURKE ENGINEERING, LTD.
9575 West Higgins Road, Suite 600
Rosemont, Illinois 60018
(847) 823-0500

ADOPTED AND APPROVED BY THE VILLAGE OF WILLOWBROOK APRIL 14, 2025 (VALID THROUGH DECEMBER 31, 2025)

UPDATED: THURSDAY, MARCH 27, 2025
PRINTED: THURSDAY, MARCH 27, 2025

ORDINANCE NO. 25-O-__

**AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF
THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS**

BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION 1: That Ordinance 24-O-5 of the Village of Willowbrook, as passed and approved on the 25th day of March, 2024, is herewith and now comprehensively amended by the provisions contained in this Ordinance.

SECTION 2: That the Zoning Map contained in the 2024 Village of Willowbrook Zoning Ordinance, as subsequently amended, is herewith and now amended by a new Zoning Map dated April 14, 2025, which shall be entitled, “Zoning Map, Village of Willowbrook”, a copy of which shall be on file with the Village Clerk of the Village of Willowbrook, and which zoning map is hereby incorporated herein by this reference.

SECTION 3: That all ordinances and resolutions or parts thereof in conflict with the provisions of this ordinance are, to the extent of such conflict, expressly repealed.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

SECTION 4: That this ordinance shall be in full force and effect from and after its passage, approval and publication, in the manner as provided by law.

PASSED and APPROVED this 14th day of April, 2025 by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Gretchen Boerwinkle, Village Clerk

EXHIBIT “A”

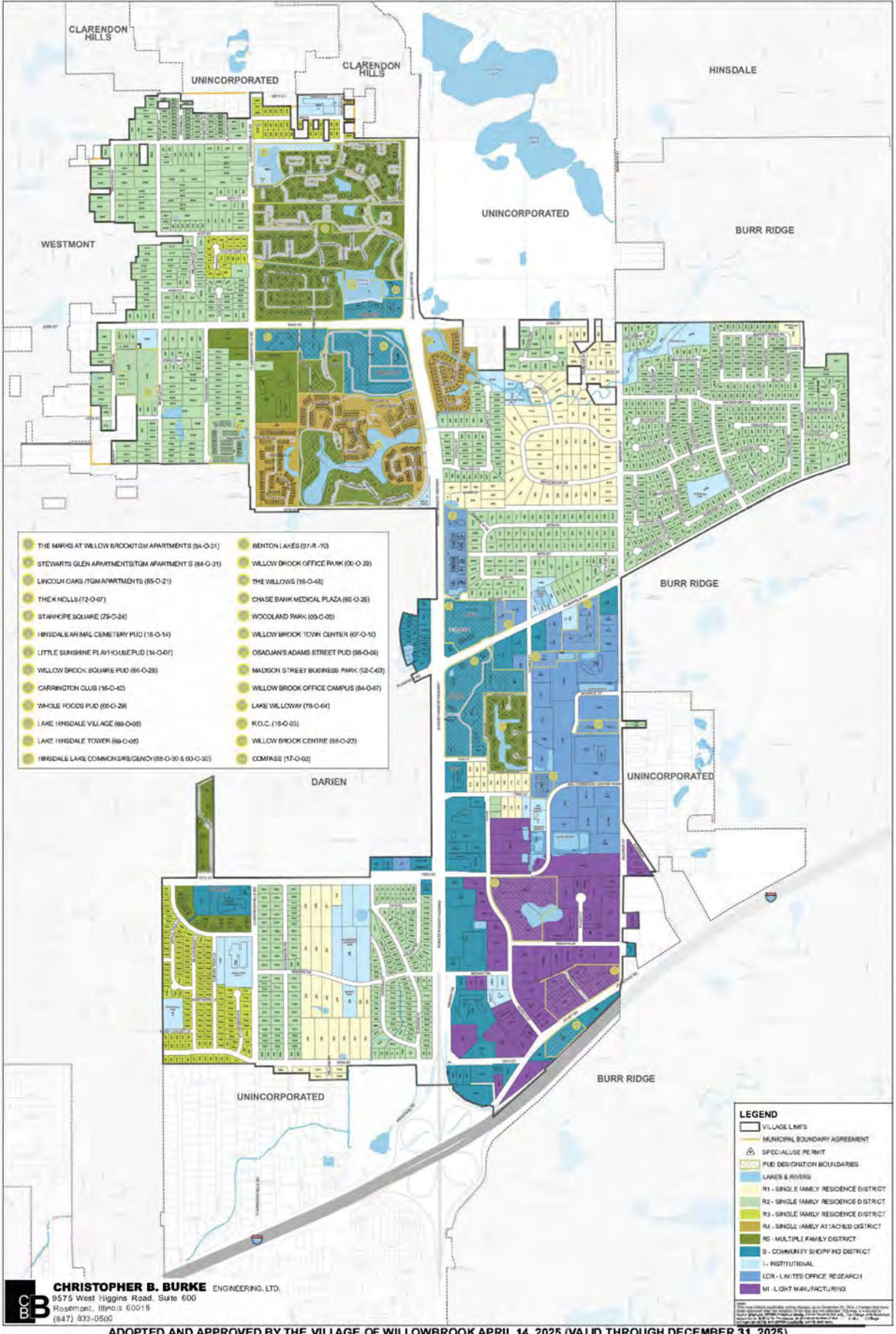
2025 VILLAGE OF WILLOWBROOK OFFICIAL ZONING MAP



VILLAGE OF WILLOWBROOK 2025 ZONING MAP



1 INCH = 600 FEET
SCALE BASED ON 10" x 13" PLAN



- | | |
|--|--|
| ● THE MARKS AT WILLOW BROOK (TGM APARTMENTS) (S4-O-31) | ● BENTON LAKES (S7-R-10) |
| ● STEWARTS GLEN APARTMENTS/TGM APARTMENTS (S4-O-31) | ● WILLOW BROOK OFFICE PARK (O0-O-39) |
| ● LINCOLN OAKS (TGM APARTMENTS) (S5-O-21) | ● THE WILLOWS (S6-O-48) |
| ● THE KNOLLS (T2-O-07) | ● CHASE BANK MEDICAL PLAZA (S6-O-28) |
| ● STARBUCKS SQUARE (T2-O-34) | ● WOODLAND PARK (O0-O-05) |
| ● HINSDALE ANIMAL CEMETERY PUD (S1-O-14) | ● WILLOW BROOK TOWN CENTER (O7-O-10) |
| ● LITTLE SUNSHINE PLAYHOUSE PUD (S1-O-07) | ● OSADIAN'S ADAMS STREET PUD (S6-O-06) |
| ● WILLOW BROOK SQUARE PUD (S6-O-28) | ● MADISON STREET BUSINESS PARK (S2-C-03) |
| ● CARRINGTON CLUB (S6-O-45) | ● WILLOW BROOK OFFICE CAMPUS (S4-O-07) |
| ● WHOLE FOODS PUD (O0-O-29) | ● LAKE WILLOWAY (T8-O-64) |
| ● LAKE HINSDALE VILLAGE (S9-O-05) | ● R.O.C. (T8-O-03) |
| ● LAKE HINSDALE TOWER (S9-O-08) | ● WILLOW BROOK CENTRE (S8-O-23) |
| ● HINSDALE LAKE COMMONS/REGENCY (S8-O-30 & O0-O-30) | ● COMPASS (T7-O-02) |

- LEGEND**
- VILLAGE LIMITS
 - MUNICIPAL BOUNDARY AGREEMENT
 - ▲ SPECIAL USE PERMIT
 - PUD DESIGNATION BOUNDARIES
 - LAKES & RIVERS
 - R1 - SINGLE FAMILY RESIDENCE DISTRICT
 - R2 - SINGLE FAMILY RESIDENCE DISTRICT
 - R3 - SINGLE FAMILY RESIDENCE DISTRICT
 - R4 - SINGLE FAMILY ATTACHED DISTRICT
 - R5 - MULTIPLE FAMILY DISTRICT
 - B - COMMUNITY SHOPPING DISTRICT
 - I - INSTITUTIONAL
 - LOR - LIMITED OFFICE/RESEARCH
 - M1 - LIGHT MANUFACTURING

CHRISTOPHER B. BURKE ENGINEERING, LTD.
9575 West Higgins Road, Suite 600
Rosemont, Illinois 60018
(847) 823-0500

ADOPTED AND APPROVED BY THE VILLAGE OF WILLOWBROOK APRIL 14, 2025 (VALID THROUGH DECEMBER 31, 2025)

UPDATED: THURSDAY, MARCH 27, 2025
PRINTED: THURSDAY, MARCH 27, 2025



BOARD OF TRUSTEES MEETING

AGENDA ITEM NO: 6.I.

DATE: April 14, 2025

SUBJECT:

A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN MEMORANDUM OF UNDERSTANDING BETWEEN THE VILLAGE OF WILLOWBROOK AND THE ILLINOIS STATE POLICE FOR THE USE OF ILLINOIS STATE POLICE RANGE FACILITIES

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

Staff is requesting a resolution approving and authorizing the execution of a memorandum of understanding (MOU) between the Village of Willowbrook and the Illinois State Police for the use of Illinois State Police range facilities.

BACKGROUND/SUMMARY

Many law enforcement agencies in Illinois, like the Willowbrook Police Department, do not have firearms range facilities. The Illinois State Police maintains range facilities throughout the state and allows outside law enforcement agencies to use their facilities.

To use their range facilities, the Illinois State Police requires outside agencies to agree to certain conditions and provisions, which outline the Illinois State Police responsibilities and outside agency responsibilities.

The general conditions of the memorandum define the purpose, term, definitions, responsibilities of the Illinois State Police, outside agency responsibilities, and general provisions. The memorandum of understanding is attached.

In summary, the Illinois State Police responsibilities would consist of: Full and final authority over all personnel and related activities on the range; Use of facilities to be authorized by an appointed range supervisor; Retaining authority to establish any rules and regulations; Having authority to suspend or terminate an agency's use of the range for any violations of rules or regulations.

In summary, the Willowbrook Police Department would be responsible for: Furnishing targets, ammunition, and related equipment; Providing a certified range officer to conduct shoots, and supervise activities when using the range; Ensure the use of ear/eye protection; Having activities approved and checking in and out with the facility; Setup and cleanup; Reporting any injuries, and complying with range rules and regulations consistent with the handling of firearms.



The general and miscellaneous provisions of the memorandum of understanding define termination, renewal, modifications by operation of law, discretionary modifications, cancellation, force majeure, waiver of liability, reimbursement, governing law, waivers, severability clause, and integration clause.

The agreement would provide an effective date through February 28th, 2026.

FINANCIAL IMPACT

The Illinois State Police does not charge a fee for the use of their range facilities.

RECOMMENDED ACTION:

Adopt the resolution to establish a memorandum of understanding with the Illinois State Police to use their range facilities.

RESOLUTION NO. 25 R-_____

**A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN
MEMORANDUM OF UNDERSTANDING BETWEEN THE
VILLAGE OF WILLOWBROOK AND THE ILLINOIS STATE POLICE FOR THE USE
OF ILLINOIS STATE POLICE RANGE FACILITIES**

WHEREAS, the Village of Willowbrook, of DuPage County, Illinois, is a home rule municipal corporation as provided in in Article VII, Section 6 of the 1970 Constitution of the State of Illinois and, pursuant to said constitutional authority, may exercise any power and perform any function pertaining to its government and affairs for the protection of the public health, safety, morals, and welfare; and

WHEREAS, the corporate authorities of the Village of Willowbrook (“Village”) have considered entering into a Memorandum of Understanding (“MOU”) with the Illinois State Police for Use of Departmental Range Facilities; and

WHEREAS, the corporate authorities of the Village have determined that it is in the best interest of the Village to enter into an MOU with the Illinois State Police to allow qualified Village Police Officers to use Illinois State Departmental Range Facilities, a copy of which is attached hereto as Exhibit “A” and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

The foregoing recitals are adopted as the findings of the corporate authorities of the Village of Willowbrook, DuPage County, Illinois.

BE IT FURTHER RESOLVED that the Memorandum of Understanding (the “MOU”), by and between the Village of Willowbrook and the Illinois State Police, to allow qualified Village Police Officers to use Illinois State Departmental Range Facilities as detailed in the MOU, is hereby approved.

BE IT FURTHER RESOLVED that the Police Chief is hereby directed and authorized to execute said MOU on behalf of the Village of Willowbrook.

This Resolution shall be in full force and effect upon its passage and approval as required by law.

PASSED and **APPROVED** this 14th day of April, 2025 by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Gretchen Boerwinkle, Village Clerk

EXHIBIT “A”

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE VILLAGE OF WILLOWBROOK AND
THE ILLINOIS STATE POLICE**

MEMORANDUM of UNDERSTANDING
Use of Departmental Range

Willowbrook Police Department
Agency Name

The Illinois State Police, hereinafter referred to as the "Department," and the requesting outside agency, hereinafter referred to as the "Agency," hereby agree to the following conditions and provisions:

I. PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to allow a qualified personnel from outside law enforcement agencies to use Departmental range facilities.

II. TERM

This MOU shall commence from the date of signature of each of the parties and shall terminate on **February 28, 2026**.

III. DEFINITIONS

A. Qualified Personnel

1. Personnel who are authorized by their Agency to perform qualification/training shoots and are certified by the Illinois Law Enforcement Training and Standards Board (ILETSB).
2. Personnel of an ILETSB exempt Agency who are authorized and certified to perform qualification/training shoots by their Agency.
3. Certified range officers are Qualified personnel.

B. Certified range officer

1. A Department officer certified in the Department Firearms Instructor Course.
2. Officers certified by successful completion of an ILETSB Firearms Instructor Course or equivalent for ILETSB exempt Agencies.

IV. RESPONSIBILITIES OF THE PARTIES

A. Department's Responsibilities

1. The Department will have full and final authority over all personnel and related activities on the range.
2. Use of the Academy Range is subject to authorization by the Department Academy Commander.
3. Use of the Troop Range facilities is subject to the authorization by the respective District Commander or appointed Range Supervisor.
4. The Department shall retain the authority to establish any rules or regulations regarding the use of its ranges.
5. The Department may, at its discretion, suspend or terminate the Agency's use of the range at any time if the Agency is violating any rules or regulations or the shoot is no longer considered safe.

MEMORANDUM of UNDERSTANDING
Use of Departmental Range

B. Agency's Responsibilities

1. The Agency will furnish their own targets, ammunition and all other equipment relative to their use of the range.
2. The Agency will conduct their own shoots.
3. The Agency must provide a certified range officer who will take charge and supervise the Agency's activities when using the Department range.
4. The Agency shall ensure that all Agency personnel will wear eye and ear protection while on the range.
5. The Agency must have the personnel and related activities approved by the Department. In addition, the Agency will check in and out with Department personnel both prior to and following the use of a Departmental range facility.
6. Set-up and clean-up are the responsibility of the Agency.
7. The Agency will immediately report any and all injuries that occur on Departmental property to the Department.
8. The Agency agrees to comply with the following range rules and regulations as well as any additional Department range operations rules and regulations that are posted or disseminated:
 - a. Do not load, unload, or handle your weapon unless you are on the firing line, no one else is down range from you and you have the permission of the instructor.
 - b. When on the firing line, all muzzles will be pointed safely down range at all times.
 - c. If you have a problem with your weapon that you cannot fix, keep your weapons pointed safely down range, raise your hand and wait for an instructor to come to you.
 - d. There will be a safety area where you can work on a weapon if Departmental personnel are on site. No ammunition will be permitted in the safety area.
 - e. All weapons coming and leaving the range line will be cased, holstered, broken down or have a chamber blocking device inserted.
 - f. Any pistol that is taken forward of the setup area "bench" including secondaries weapons will have an appropriate holsters that secures the weapon properly. No one will carry in hand a pistol forward of the bench.
 - g. All long guns will be affixed with a proper sling.

V. GENERAL PROVISIONS

- A. Termination.** Either party may terminate this MOU with advance written notice to the other party of such termination.
- B. Renewal.** Renewal of the this MOU may be completed upon written agreement of the Agency and Department.

MEMORANDUM of UNDERSTANDING
Use of Departmental Range

- C. Modifications by Operation of Law.** This MOU is subject to such modifications as the Department determines may be required by changes in Federal or State law or regulations applicable to this MOU as if fully set forth herein. The Department shall timely notify the Agency of any pending implementation of or proposed amendment to such regulations of which it has notice.
- D. Discretionary Modifications.** Any modifications to this MOU must be in writing and acceptable to both parties. Any suggested changes or addendums may be submitted in writing by either party at any time. Both parties agree to respond to the other party in writing within 30 days of a suggested change. Both parties must agree in writing accept and enforce any changes to this MOU.
- E. Cancellation.** The Department has the sole authority to cancel an event if the Department determines that the event is prevented, rendered impossible or infeasible by any act, or regulation of any public authority or bureau, civil tumult, strike, epidemic or outbreaks, including illnesses such as Foot and Mouth Disease, interruption in delay of transportation services, war, act of God, emergencies or any other similar or dissimilar cause beyond its control. If an event is cancelled under this paragraph, it is understood and agreed that there shall be no claim for damages by either party to the contract, and that the parties' obligations under this MOU are deemed waived. If an event is cancelled under this paragraph, the Department will notify the Agency, no monies paid to the Department under this MOU will be returned.
- F. Force Majeure.** Should the respective Department range or a portion of the Department range be closed or the performance of this MOU by either party be prevented, rendered impossible or infeasible by an act, or regulation of any public authority or bureau, civil tumult, strike, epidemic or outbreaks, including animal illnesses, interruption in or delay of transportation services, war, Act of God, emergencies or any other similar or dissimilar cause beyond the control of either party, it is understood and agreed that there shall be no claim for damages by either party to the contract, and that the parties' obligations under this agreement are deemed waived.
- G. Waiver of Liability.** The Agency and the person executing this application in his/her capacity as the responsible official representing the Agency, hereby accepts full responsibility for the conduct of any and all shoots and hereby releases the State of Illinois, the Department and its agents or employees from any liability or claim that may arise from any injury or other accident or incident involving any person using these facilities with the Agency. The Agency and the person executing this application in his/her capacity further agrees to indemnify, release and hold harmless the State of Illinois, the Department and its agents or employees from the action of any third party resulting from the act, negligence or otherwise, of any member of the Agency.
- H. Reimbursement.** The Agency and the person executing this application agree to reimburse the Department any expenditure that it incurs for any damage caused by the Agency, except damages caused by normal wear and tear.

MEMORANDUM of UNDERSTANDING
Use of Departmental Range

VI. APPLICABLE STATUTES

A. Agency's Responsibilities. All applicable Federal, State and local laws, rules and regulations governing the performance required by the Agency shall apply to this MOU and will be deemed to be included in this MOU the same as though written herein in full. The Agency is responsible for ensuring compliance with all applicable laws, rules and regulations, including, but not limited to those specifically referenced herein. Except where expressly required by applicable laws and regulations, the Department shall not be responsible for monitoring the Agency's compliance.

VII. MISCELLANEOUS PROVISIONS

A. Governing Law. This MOU shall be governed by and construed according to Illinois law.

B. Waivers. A waiver of any condition of this MOU must be requested in writing. No waiver of any condition of this MOU may be effective unless in writing from and signed by the Director of the Department.

C. Severability Clause. If any provision under this MOU or its application to any person or circumstances is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision or its application of this MOU, which can be given effect without the invalid provision or application.

D. Integration Clause. This MOU, consisting of 4 pages, along with any attachments, is the full and complete agreement between the parties and there are no oral agreements or understandings between the parties other than what has been reduced to writing herein.

Executed this _____ day of _____, 20_____.

Commander or Range Supervisor
Illinois State Police

Agency Representative Name and Title

Agency Representative Signature

Agency Name



BOARD OF TRUSTEES MEETING

AGENDA ITEM NO: 6.m.

DATE: April 14, 2025

SUBJECT:

AN ORDINANCE AMENDING TITLE 3 ENTITLED "BUSINESS REGULATIONS" OF THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK BY THE ADOPTION OF CHAPTER 23 PERMITTING TEMPORARY OUTDOOR RESTAURANT DINING

STAFF REPORT

TO: Mayor Trilla and Board of Trustees

FROM: Michael Krol, Director of Community Development
Sean Halloran, Village Administrator

THROUGH: Sean Halloran, Village Administrator

PREVIOUS ACTION TAKEN

The Village Board will review and provide direction at the April 14, 2025 Committee of the Whole meeting.

PURPOSE

The purpose of this item is to present an ordinance establishing a Temporary Use Permit (TUP) process to regulate outdoor restaurant dining and seating within the Village. This new ordinance has been developed in direct response to increased interest from local businesses in offering outdoor dining options and will require Village Board approval.

BACKGROUND/SUMMARY

A couple of local restaurants have expressed a desire to expand or initiate outdoor dining to enhance customer experience, especially during warmer months. While the Village has allowed outdoor dining through past administrative accommodations, no formal ordinance or consistent permitting process has been established until now. The proposed ordinance is intended to provide clear standards and a structured review process while supporting the economic vitality of local restaurants.

The ordinance creates a Temporary Use Permit (TUP) program for restaurants seeking to operate outdoor dining areas, whether on private property or public rights of way. Key components include:

- Requires a Temporary Use Permit (TUP) for all outdoor dining operations utilizing temporary structures
- Initial permit applications must be approved by the Village Board; identical renewals may be approved administratively
- Annual permit valid from April 1 to November 1 with a \$1,000 fee
- Requires compliance with zoning, health, fire, and ADA standards



- Mandates landlord or property owner approval for private property use
- Includes detailed requirements for site plans, safety barriers, lighting, hours of operation, sanitation, and sound control
- Outdoor dining may not occur before 7:00 a.m. or after 11:00 p.m. unless otherwise approved
- Alcohol may only be served outdoors between 11:00 a.m. and 11:00 p.m., and only with proper fencing, supervision, and licensing
- Public sidewalk dining must maintain pedestrian clearance and may be terminated with 30 days' notice by the Village
- All permit holders must provide indemnification agreements and proof of insurance naming the Village as an additional insured
- The Village Administrator or designee retains authority to suspend or revoke permits as necessary

FINANCIAL IMPACT

There is no financial impact to the Village beyond the administrative cost to review applications, which is offset by the \$1,000 permit fee.

RECOMMENDED ACTION:

Staff recommends approval on the ordinance.

ORDINANCE NO. 25-0-__

AN ORDINANCE AMENDING TITLE 3 ENTITLED “BUSINESS REGULATIONS” OF THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK BY THE ADOPTION OF CHAPTER 23 PERMITTING TEMPORARY OUTDOOR RESTAURANT DINING

WHEREAS, the Village of Willowbrook (“Village”) is a home rule unit of local government under the laws and Constitution of the State of Illinois; and

WHEREAS, the Village has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and that protect the public health, safety and welfare of its citizens; and

WHEREAS, the Village has determined that passage of this Ordinance permitting and regulating outdoor dining for restaurant establishments within the Village is in the best interests of the Village and the public; and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, as follows:

SECTION ONE: The facts and statements contained in the preamble to this ordinance are found to be true and correct and hereby adopted as part of this ordinance.

SECTION TWO: Title 3 entitled “Business Regulations” of the Village Code of the Village of Willowbrook, as amended, is hereby further amended by adding Chapter 23 entitled “Temporary Outdoor Restaurant Dining” to read as follows:

“CHAPTER 23 – TEMPORARY OUTDOOR RESTAURANT DINING

3-23-1: TEMPORARY OUTDOOR DINING PERMITTED; PERMIT REQUIRED;

Temporary outdoor dining is permitted subject to the following conditions:

- (A) A temporary use permit (TUP) is required for all restaurants seeking to implement outdoor dining with permitted temporary structures.

- (B) The applicant for a TUP is required to hold a valid DuPage County Health Department permit, any other required permits required by the Village, and to be in conformance with the Village zoning ordinance and all other requirements of the Village Code.
- (C) All applications for a TUP shall be submitted to the Community Development Director on forms provided by the Village for review for compliance with the standards of this Chapter and other relevant sections of the Village Code.
1. The Village Board shall review the initial application for the TUP and approve or deny said application.
 2. Subsequent applications for renewal of the TUP, which are identical to the initial TUP application, with no modifications, shall be reviewed administratively by the Community Development Director to ensure compliance with this chapter, and all other sections of the Village Code. Upon confirmation of compliance with all applicable code sections, the Village Community Development Director or his/her designee shall then issue the TUP.
- (D) Applicant must obtain landlord/property owner approval, in writing on the application, for the space being requested to be used for outdoor dining.
- (E) The TUP shall be valid from April 1 to November 1 and may be renewed each year, subject to review and approval of the Village renewal application by the Village, and payment of the annual TUP renewal fee.
- (F) A TUP may be suspended or revoked by the Village Administrator or designee for violations of the permit requirements, any violations of other Village ordinances, or for any other reason.
- (G) The annual fee for a TUP will be \$1,000.00

3-23-2:GENERAL REGULATIONS FOR TEMPORARY USE PERMITS (TUP):

The following general regulations shall apply to any applicant seeking a TUP for outdoor dining on private or public property:

- (A) Applicant for a TUP shall be required to submit, as part of the application a plat of survey or site plan clearly showing the area to be used for outdoor dining/seating in relation to the existing restaurant, and how the proposed outdoor dining/seating would be used including the general layout of all tables, chairs, waste containers and all other items clearly marked and to scale. The plan shall include exit signage, fire extinguisher locations, and an incline ramp/ADA requirement. If the proposed seating area is in the

parking lot the plan/drawing shall provide the location, size, and material of vehicle impact barriers, and fire specifications for proposed tents.

- (B) The outdoor dining shall be incidental to the operation of the restaurant, appropriately located on the premises.
- (C) Landscaping or other form of screening a temporary outdoor dining area may be required by the Village in keeping with the site planning and standards of the Village Code.
- (D) Outdoor dining areas may be contained within a barrier designating the area, said barrier may be at least three (3) feet in height, and said barrier shall be provided by landscaping, planters, fencing, ropes, or other material providing equally safe conditions as may be approved by the Village Community Development Director.
- (E) Permittee shall comply with all applicable federal, state, and local health and sanitation laws and regulations. Operation of the outdoor dining seating will not be permitted if the Village determines that such operation will be detrimental to the health, safety, or welfare of persons residing or working in the vicinity.
- (F) Permittee is responsible for supplying and maintaining any equipment needed for their operations. The Village will not be responsible for any damage or theft of any permittee equipment.
- (G) No electrical appliances or conductors, open flame devices, spillable petroleum products, or other flammable liquids, other than candles or lanterns of a type approved by the building department, shall be placed or kept in the outdoor seating area.
- (H) No food or beverages may be stored, cooked, or otherwise prepared in the outdoor seating area.
- (I) No open keeping or storage of used dishes, utensils, or food scraps shall be permitted.
- (J) No smoking shall be allowed in the outdoor dining/seating area.
- (K) Operation of outdoor dining seating areas shall be permitted only at such times as the main place of business is open, and in no event before 7:00 a.m. or after 11:00 p.m. unless otherwise approved by the Village.
- (L) Any doors from the main business to the outdoor dining seating area shall be self-closing unless otherwise approved by the Village.
- (M) No new electrical installations shall be allowed to be installed by the permittee except for decorative lighting that plugs into an existing utility box or outlet.

- (N) Any music shall be non-amplified and played only between the hours of 12:00 p.m.- 9:00 p.m. These hours could be further limited based on the business's proximity to residential areas or other TUP conditions as determined by the Village.
- (O) Exterior lighting shall be inwardly directed with light sources not directly visible from adjacent properties so no direct lighting or glare is cast of premises.
- (P) The outdoor seating area shall be ADA complaint, and the permittee shall at all times comply with all applicable federal, state, and Village laws, ordinances, and regulations concerning accessibility and non-discrimination in the providing of services.
- (Q) Outdoor dining areas located on parking lots shall not reduce the minimum parking requirement.
- (R) Outdoor dining areas contained within a parking lot shall be surrounded by vehicle impact barriers as may be approved by the Village Community Development Director.
- (S) The outdoor seating area shall not occupy or interfere with any building entrances, exits, fire lane, fire exit, fire escape, drive aisles, driveways or other required ingress or egress.
- (T) All tables, chairs, and other equipment are to be removed and stored, other than outdoors on site by November 1, or any other time required by the Village.
- (U) Any outdoor seating area must be located on an impervious surface.
- (V) Outdoor seating area shall be included when figuring the restaurant's maximum occupancy to determine compliance with the state plumbing code public toilet facility requirements for those restaurants where outdoor seating is available for more than one hundred eighty (180) consecutive days.
- (W) Outdoor furnishing materials and finishes shall be durable, smooth, and easily cleanable and shall be kept in sound condition, clean, and good repair. All outdoor furnishings shall be designed to withstand a wind pressure of not less than thirty (30) pounds per square foot so that the furnishings will not be moved by the wind. The color and material of the furniture should be harmonious with the design of the principal structure. Tent specifications shall be submitted for review and subject to Tri-State Fire Protection approval.
- (X) Only existing canopies/tents or canopies/tents erected in accordance with this code, the zoning ordinance, and the Village architectural standards shall be allowed.
- (Y) The permittee shall ensure that the property is maintained free of trash and debris.

(Z) Any signage shall be in accordance with the Village Zoning Ordinance and Village Code.

(AA) No permanent improvements may be installed unless pre-approved by the Village. If applicable, building permits will be required.

(BB) The Village Administrator or designee may impose additional reasonable restrictions that ensure the health, safety and welfare of persons residing or working in the vicinity.

**3-23-3: TEMPORARY OUTDOOR DINING ON PUBLIC PROPERTY/SIDEWALK;
ADDITIONAL REQUIREMENTS:**

(A) Temporary use permits (TUPs) for outdoor dining for the use of public sidewalk or other public property shall not constitute personal property, and the Village shall retain at all times, the right to terminate any license for use of public property, or may completely eliminate these TUPs, upon thirty (30) days' written notice to the permittee. Should the Village terminate the TUP other than for reason of a violation of the requirements of this section, the Village shall refund the permittee the pro-rated portion of the annual fee paid by the permittee.

(B) Accessible restrooms shall be within 300 feet of the outdoor dining area per Illinois Plumbing Code.

(C) The applicant is required to provide the Village, in a form acceptable to the Village, the following:

1. A hold harmless agreement which indemnifies, agrees to defend, and hold harmless the Village for any and all claims for liability or damage that may arise from the operation of the outdoor dining/seating area activity and;
2. A certificate of general liability insurance, workers compensation insurance, and, if applicable, dram shop insurance. The amount of required coverage shall be approved by the Village's insurance carrier, but in no event shall liability coverage be in an amount less than one million dollars (\$1,000,000.00) per occurrence and one million dollars (\$1,000,000.00) per person. The Village shall be named as an additional insured on the face of the certificate, and the insurer shall have no less than an "A" rating by the most recent AM Best Insurance Rating Guide. The certificate of insurance should include the property that will be used for the outdoor dining in the description of operations/locations.

(D) Seating may be located on public sidewalks, provided that any applicant requesting the use of public sidewalks shall maintain suitable pedestrian clearance, as determined by the

Village, so that pedestrians using the sidewalk are able to pass through the area without obstruction.

- (E) The operation of the outdoor restaurant seating area shall not obstruct access to any bus stop, crosswalk, mailbox, or curb cut, nor shall the outdoor dining obstruct necessary access to any fire hydrant, fire escape, or fire door, or obstruct the clear view of any traffic signal, regulatory sign, or street sign.
- (F) The permittee shall be responsible for the maintenance and upkeep of the public right-of-way used for the outdoor restaurant seating area and the replacement of damaged public property, including, but not limited to, brick pavers.
- (G) No furniture or furnishings may be attached by any means to the public sidewalk, street, or any other public property.
- (H) In cases where the outdoor dining is abutting a public curb or sidewalk, the required enclosure shall enclose three sides of the outdoor dining area (all sides but the side abutting the curb or sidewalk).
- (I) In cases where the outdoor dining is taking place on a public sidewalk, the above enclosure requirement will not apply.

3-23-4: TEMPORARY OUTDOOR DINING; SALE AND CONSUMPTION OF ALCOHOLIC BEVERAGES:

- (A) Permittee wishing to sell alcoholic beverages outside shall possess a valid Village liquor license for consumption on their premises. Establishments are required to submit evidence of the issuance of a general liability insurance policy and dram shop insurance policy, in an amount acceptable to the Village. The minimum coverage shall be at least one million dollars (\$1,000,000.00) per occurrence and one million dollars (\$1,000,000.00) per person for both general liability coverage and dram shop coverage.
- (B) Liquor may be sold only when "meals," as defined in the liquor code, are available. At any time alcohol is available, customers shall have the ability to order a meal.
- (C) In no case shall liquor be sold or consumed in the outdoor area before 11:00 a.m. or later than 11:00 p.m. on any day.
- (D) The outdoor dining area shall be supervised by an employee of the business aged twenty-one (21) years or older.
- (E) No alcoholic beverages may be removed from the outdoor seating area, except to the interior of the business."

SECTION THREE: Any ordinances, or parts of ordinances, in conflict with this Ordinance, are hereby expressly repealed to the extent of said conflict.

SECTION FOUR: If any section, paragraph, or provision of this Ordinance, or the application hereof, is held unconstitutional or otherwise invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, or provision shall not affect other provisions of this Ordinance or any other Village ordinance, resolution, or provision of the Village Code of Village of Willowbrook that can be given effect without the unconstitutional or invalid section, paragraph, or provision. Any unconstitutional or invalid section, paragraph, or provision, or application hereof, is severable.

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SECTION FIVE. **Effective Date.** That this Ordinance shall be in full force and effect ten (10) days from and after its passage and approval and publication as required by law.

PASSED and APPROVED this 14th day of April, 2025.

ROLL CALL VOTE: AYES: _____
 NAYS: _____
 ABSTENTIONS: _____
 ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Gretchen Boerwinkle, Village Clerk



BOARD OF TRUSTEES MEETING

AGENDA ITEM NO: 7.

DATE: April 14, 2025

SUBJECT:

FISCAL YEAR 2025/2026 ANNUAL OPERATING BUDGET

- a. A MOTION TO APPROVE THE FY2025/2026 OPERATING BUDGET
- b. AN ORDINANCE BEING THE ANNUAL APPROPRIATION ORDINANCE MAKING APPROPRIATIONS FOR CORPORATE PURPOSES FOR THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING MAY 1, 2025 AND ENDING APRIL 30, 2026.

STAFF REPORT

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

Editor's Note: Due to the file size, the FY 2025/2026 Operating Budget is provided as a separate binder for those receiving hard copies, and as a separate PDF file for those receiving electronic files.

PURPOSE AND ACTION REQUESTED

Over the past three months, the Village Board of Trustees and Village Staff have worked to develop the FY2025-2026 annual budget. Three public workshops were held to discuss the Village's operating funds and its five-year Capital Improvement Program (CIP). The final budget for FY2025-2026 is submitted to the Board at this meeting for approval.

Also submitted for the Board's adoption is the Annual Appropriation Ordinance for the fiscal year commencing on May 1, 2025 and ending on April 30, 2026 for the Village of Willowbrook, DuPage County, Illinois. The Village is required, in accordance with the Illinois Appropriation Act, to adopt an annual appropriation ordinance within the first quarter of the fiscal year.

BACKGROUND/SUMMARY

The FY2025-2026 budget allows the Village to (1) maintain its stable financial position; (2) maintain its current level of quality service for all its major governmental functions – public safety, general government, economic development; (3) invest in its infrastructure, make improvements to park facilities and; (4) maintain a balanced budget, while adopting conservative estimates of revenues and expenses.

The ordinance presented for the Board's approval provides a list of each Funds expenditure/expense amounts that Village staff may not exceed (legal level of spending) for Fiscal Year 2025-2026. The ordinance does not replace the previously adopted Administrative Budget, which serves as a management tool for monitoring and comparing actual expenditures/expenses to the appropriate approved budgeted line items.

Attached to the ordinance is the authorized Certificate of Estimated Revenues to be submitted to the County.



General Fund - The following tables summarize the General Fund's estimated revenues and expenditure for FY2024-2025 and the projected revenues and expenditures for FY2025-2026.

REVENUES					
	2023-2024 Actual	2024-2025 Approved Budget	2024-2025 Estimate	2025-2026 Proposed Budget	Difference between 24-25 Estimate and 25-26 Proposed
Taxes	\$13,249,380	\$13,075,616	\$13,825,609	\$14,233,121	\$407,512
Intergovernmental	\$780,462	\$759,000	\$796,832	\$660,000	-\$136,832
Licenses And Permits	\$704,844	\$535,601	\$1,079,950	\$681,732	-\$398,218
Fines	\$1,169,100	\$998,110	\$1,259,472	\$1,275,617	\$16,145
Charges For Services	\$406,708	\$520,756	\$761,913	\$969,077	\$207,164
Miscellaneous	\$374,612	\$397,000	\$440,221	\$986,377	\$546,156
Interest Income	\$418,732	\$200,000	\$207,598	\$276,750	\$69,152
TOTAL GENERAL FUND REVENUES	\$17,103,837	\$16,486,083	\$18,371,595	\$19,082,674	\$711,079
EXPENDITURES					
	2023-2024 Actual	2024-2025 Approved Budget	2024-2025 Estimate	2025-2026 Proposed Budget	Difference between 24-25 Estimate and 25-26 Proposed
Village Administrator's Office (VAO) *	\$3,188,560	\$3,059,301	\$2,951,357	\$2,725,917	-\$256,643
Community Development	\$509,558	\$603,111	\$665,792	\$608,877	-\$56,915
Parks and Recreation	\$740,584	\$820,070	\$1,066,279	\$1,166,485	\$100,206
Police	\$6,495,662	\$6,741,110	\$6,873,246	\$7,277,661	\$404,415
Public Works	\$1,386,348	\$1,331,037	\$1,701,414	\$1,659,652	-\$41,762
Capital Improvement Program	\$2,679,333	\$388,920	\$2,782,246	\$5,461,252	\$2,679,006
TOTAL OPERATING	\$12,320,712	\$12,554,629	\$13,258,088	\$13,438,592	\$149,301
TOTAL EXPENDITURES	\$15,000,045	\$12,943,549	\$16,040,334	\$18,899,844	\$2,828,307
Total Performance of the General Fund					
Deficit Surplus	\$2,103,792	\$3,542,534	\$2,300,058	\$182,829	-\$2,117,229

*Includes Board of Trustees, Board of Police Commissioners, Administration, and Finance



FY2025-2026 General Fund Highlights

The General Fund's budget of revenues of \$19,082,674 and operating expenditures of \$13,438,592, with projected total expenditures of \$18,899,844 results in a surplus of \$182,829 for Fiscal Year 2025-2026. The following revenues highlight the projected increase between the FY2024-2025 estimate and the FY2025-2026

- Taxes – Taxes revenue is estimated to grow by 3 percent to \$14,233,121, driven by strong growth in Sales Tax and Home Rule Sales Tax collections from fiscal year 2024-2025. Both tax sources increased by more than 8 percent compared to prior years. Another key contributor is the Places of Eating Tax, which is projected to be \$700,178, a 2 percent increase based on the fiscal year 2024-2025 estimate.
- Intergovernmental Revenues – Intergovernmental revenue is projected to be \$660,000, primarily due to the \$600,000 Open Space and Land Acquisition Development (OSLAD) grant awarded for the Borse Park Improvement Project. Village staff has secured more than \$1.2 million in grant funding for this project.
- Licenses and Permits – Licenses and Permits revenue is projected to be \$681,732, representing a 37 percent decrease from fiscal year 2024-2025. The decline is primarily due to an anticipated drop in building permit revenue. In fiscal year 2024-2025, the Village is projected to receive \$850,000 in building permit revenue, the highest amount in the past several years, but that level of activity is not expected to continue.

Below is the five-year Capital Improvement Program's costs:

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM

Account Number	Revenue Sources	2025-2026 Budget	2026-2027 Budget	2027-2028 Budget	2028-2029 Budget	2029-2030 Budget
10-55-310-611	Grants	\$660,000	\$600,000	\$0	\$0	\$0
10-55-320-600	Motor Fuel Tax	\$300,000	\$350,000	\$350,000	\$0	\$350,000
10-55-320-601	Rebuild Illinois Bond	\$0	\$0	\$0	\$0	\$0
10-55-330-102	Transfer from Water Fund	\$86,000	\$2,050,000	\$50,000	\$50,000	\$50,000
10-55-330-101	Transfer from General Fund	\$5,459,052	\$2,509,120	\$2,449,640	\$1,953,900	\$1,775,000
	General Obligation Bond	\$1,750,000	\$0	\$0	\$0	\$0
10-55-330-112	Tax Increment Financing	\$0	\$0	\$0	\$0	\$0
Total Sources/Revenue		\$8,255,052	\$5,509,120	\$2,849,640	\$2,003,900	\$2,175,000

	Uses/Expenditures	2025-2026 Budget	2026-2027 Budget	2027-2028 Budget	2028-2029 Budget	2029-2030 Budget
	Design	\$52,960	\$51,120	\$37,840	\$50,000	\$50,000
	Road and Sidewalk Infrastructure	\$300,000	\$2,350,000	\$2,350,000	\$1,700,000	\$1,100,000
	Village Equipment	\$50,000	\$100,000	\$50,000	\$50,000	\$50,000
	Village Facilities	\$7,192,092	\$298,000	\$206,000	\$192,000	\$750,000
	Water Infrastructure	\$0	\$2,000,000	\$0	\$0	\$0
Total Uses/Expenditures		\$7,595,052	\$4,799,120	\$2,643,840	\$1,992,000	\$1,950,000



For FY 2025-2026, the following Capital Improvement projects, with the associated cost, are planned:

<i>ROAD AND SIDEWALK INFRASTRUCTURE</i>		
Project Title	Dept / Division	2025/2026 Costs
Waterford Subdivision Resurfacing Project (Brentwood, Meadow and Hiddenbrook)	Public Works	\$300,000
<i>VILLAGE EQUIPMENT</i>		
Project Title	Dept / Division	2025/2026 Costs
Traverse City Hydrant Replacement (Year 1 of the 5-year program to replace all Traverse City hydrants)	Public Works	\$50,000
<i>VILLAGE FACILITIES</i>		
Project Title	Dept / Division	2025/2026 Costs
Borse Community Park Improvement Project Phase III	Parks	\$6,255,805
CL17 Replacement	Public Works	\$21,000
Creekside Park Improvement Project Phase II	Parks	\$844,047
Park Drinking Fountains	Public Works	\$24,000
Sample Station Replacement	Public Works	\$15,000
Waterford Park Pour-in-Place Surface	Parks	\$18,652
Willow Pond Pour-in-Place Surface	Parks	\$13,588



WATER FUND SUMMARY FOR FISCAL YEAR 2025-2026

The change in the Village's water rate structure that resulted from the 2022 water rate study became effective in 2023. Water tax revenues increased to \$4,010,171 in FY2023-2024 and are projected to remain relatively consistent in FY2024-2025 at \$3,998,139. A moderate increase to \$4,127,432 is anticipated in FY2025-2026, reflecting a \$129,292 increase from the FY2024-2025 estimate. This is due in part to the Board approved transfer of the Water Tax from the General Fund to the Water Fund. This is not a new tax, but for the first time since adoption in 2004, the revenues received will be deposited into the Water Fund.

Operating expenses are expected to stay relatively stable with FY2024-2025 estimated at \$3,948,669 and FY2025-2026 proposed at \$3,874,670. Capital expenditures remain minimal, with \$122,512 budgeted for Capital Maintenance/Debt Service in FY2025-2026 and no planned spending for the Capital Improvement Program. The Village is projected to operate at a surplus of \$252,762 in FY2025-2026.

REVENUES					
	2023-2024 Actual	2024-2025 Approved Budget	2024-2025 Estimate	2025-2026 Proposed Budget	Difference between 24-25 Estimate and 25-26 Proposed
Taxes	\$4,010,171	\$3,891,175	\$3,998,139	\$4,127,432	\$129,292
TOTAL WATER FUND REVENUES	\$4,010,171	\$3,891,175	\$3,998,139	\$4,127,432	\$129,292
EXPENDITURES					
	2023-2024 Actual	2024-2025 Approved Budget	2024-2025 Estimate	2025-2026 Proposed Budget	Difference between 24-25 Estimate and 25-26 Proposed
Personnel	\$662,110	\$778,934	\$897,333	\$928,740	\$31,407
Contractual	\$2,738,216	\$2,632,948	\$2,811,754	\$2,755,638	-\$56,116
Commodities	\$72,182	\$105,200	\$117,070	\$67,780	-\$49,290
Capital Maint / Debt Service	\$350,516	\$177,512	\$122,512	\$122,512	\$0
Capital Improvement Program	\$87,192	\$0	\$0	\$86,000	\$86,000
TOTAL OPERATING	\$3,565,273	\$3,694,594	\$3,948,669	\$3,874,670	-\$73,999
TOTAL EXPENDITURES	\$3,652,465	\$3,694,594	\$3,948,669	\$3,960,670	\$12,001
Operating Deficit/Surplus	\$444,898	\$196,581	\$49,471	\$252,762	\$203,291
Total Deficit Surplus	\$357,706	\$196,581	\$49,471	\$166,762	\$117,291

RECOMMENDED ACTION:

Staff recommends passing the motion to approve the Fiscal Year 2025/2026 Annual Budget and pass the ordinance to make the Annual Appropriations for the Village of Willowbrook.

ORDINANCE NO. 25-O-__

**AN ORDINANCE BEING THE ANNUAL APPROPRIATION ORDINANCE MAKING
APPROPRIATIONS FOR CORPORATE PURPOSES FOR THE
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS FOR THE
FISCAL YEAR BEGINNING MAY 1, 2025 AND ENDING APRIL 30, 2026**

WHEREAS, the corporate authorities of the Village of Willowbrook (the "Village"), DuPage County, Illinois caused to be prepared in tentative form the Appropriation Ordinance for the Fiscal Year Commencing May 1, 2025 and Ending April 30, 2026; and

WHEREAS, a tentative Appropriation Ordinance has been made available for public inspection for a period of not less than thirty (30) days prior to final action by the corporate authorities.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION 1. That the following sums, or so much thereof as hereby may be authorized by law, be and the same are hereby appropriated to pay all necessary expenses and liabilities of the Village of Willowbrook, DuPage County, Illinois, for the fiscal year beginning May 1, 2025 and ending April 30, 2026, for a General Corporate Fund, a Water Fund, a Motor Fuel Tax Fund, a Capital Projects Fund, a Rt. 83/Plainfield Road Business District Tax Fund, an Opportunity Reserve Fund and a TIF Redevelopment District Fund, such appropriations are hereby made for the following objects and purposes:

Village of Willowbrook
Approved Budget and Appropriation
For Fiscal Year Ending April 30, 2026

GENERAL LEDGER ACC'T NO.	ACCOUNT DESCRIPTION	2025-2026 APPROVED BUDGET	APPROPRIATION
FUND 01 - GENERAL FUND			
Dept 05 - VILLAGE BOARD & CLERK			
01-05-400-147	MEDICARE	1,141	1,427
01-05-400-161	SOCIAL SECURITY	4,882	6,102
01-05-410-101	SALARY - MAYOR & VILLAGE BOARD	69,887	87,359
01-05-410-141	LIFE INSURANCE - ELECTED OFFICIALS	867	1,084
01-05-410-201	PHONE - TELEPHONES	300	375
01-05-410-301	OFFICE SUPPLIES	250	313
01-05-410-304	SCHOOLS/CONFERENCES/TRAVEL	11,500	14,375
01-05-410-307	FEES/DUES/SUBSCRIPTIONS	7,500	9,375
Totals for Dept 05 - VILLAGE BOARD & CLERK		96,327	120,409
Dept 07 - BOARD OF POLICE COMMISSIONERS			
01-07-400-147	MEDICARE	2	2
01-07-400-161	SOCIAL SECURITY	8	10
01-07-435-148	LIFE INSURANCE - COMMISSIONERS	318	398
01-07-435-302	PRINTING & PUBLISHING	473	591
01-07-435-307	FEES/DUES/SUBSCRIPTIONS	400	500
01-07-440-543	EXAMS - PHYSICAL	3,043	3,804
Totals for Dept 07 - BOARD OF POLICE COMMISSIONERS		4,244	5,305
Dept 10 - ADMINISTRATION			
01-10-400-147	MEDICARE	7,876	9,845
01-10-400-151	IMRF	82,701	103,376
01-10-400-161	SOCIAL SECURITY	33,692	42,115
01-10-455-101	SALARIES - MANAGEMENT STAFF	566,150	707,688
01-10-455-131	PERSONNEL RECRUITMENT	1,000	1,250
01-10-455-141	HEALTH/DENTAL/LIFE INSURANCE	82,019	102,524
01-10-455-201	PHONE - TELEPHONES	2,710	3,388
01-10-455-301	OFFICE SUPPLIES	4,500	5,625
01-10-455-302	PRINTING AND PUBLISHING	5,500	6,875
01-10-455-303	FUEL/MILEAGE/WASH	2,300	2,875
01-10-455-304	SCHOOLS/CONFERENCES/TRAVEL	8,500	10,625
01-10-455-306	SPECIAL PROJECTS (CONSULTING)	5,000	6,250
01-10-455-307	FEES/DUES/SUBSCRIPTIONS	19,581	24,476
01-10-455-311	POSTAGE & METER RENT	10,000	12,500
01-10-455-315	COPY SERVICE	1,800	2,250
01-10-455-355	COMMISSARY PROVISION	5,000	6,250
01-10-460-225	INTERNET/WEBSITE HOSTING	3,352	4,190
01-10-460-263	EDP LICENSES	20,491	25,614

01-10-460-306	CONSULTING SERVICES - IT	20,000	25,000
01-10-466-228	MAINTENANCE - BUILDING	264,710	330,888
01-10-466-236	NICOR GAS (835 MIDWAY)	1,000	1,250
01-10-466-240	ENERGY/COMED (835 MIDWAY)	2,000	2,500
01-10-466-251	SANITARY (835 MIDWAY)	500	625
01-10-470-239	FEES - VILLAGE ATTORNEY	185,000	231,250
01-10-471-425	OTHER PROFESSIONAL SERVICES	25,000	31,250
01-10-475-365	PUBLIC RELATIONS	1,500	1,875
01-10-480-276	WELLNESS	500	625
01-10-485-602	BUILDING IMPROVEMENTS	5,000	6,250
01-10-490-799	CONTINGENCIES	25,000	31,250
01-10-900-112	TRANSFER TO DEBT SERVICE - 2015	323,745	404,681
	TRANSFER TO SERIES 2022 TAX-EXEMPT		
01-10-900-115	BOND	708,530	885,663
01-53-435-319	CHAMBER DIRECTORY	3,000	3,750

Totals for Dept 10 - ADMINISTRATION

2,427,657

3,034,571

Dept 20 - PARKS & RECREATION

01-20-400-147	MEDICARE	5,025	6,282
01-20-400-151	IMRF	56,686	70,858
01-20-400-161	SOCIAL SECURITY	21,498	26,872
01-20-455-201	PHONE - TELEPHONES	2,404	3,005
01-20-455-307	FEES DUES SUBSCRIPTIONS	1,890	2,363
01-20-510-303	FUEL/MILEAGE/WASH	135	169
01-20-550-101	SALARIES - PERMANENT EMPLOYEES	369,935	462,419
01-20-550-141	HEALTH/DENTAL/LIFE INSURANCE	37,595	46,994
01-20-550-148	LIFE INSURANCE - COMMISSIONERS	170	213
01-20-550-301	OFFICE/GENERAL PROGRAM SUPPLIES	2,000	2,500
01-20-550-302	PRINTING & PUBLISHING	16,000	20,000
01-20-550-311	POSTAGE AND METER RENT	1,200	1,500
01-20-555-212	EDP EQUIPMENT/SOFTWARE	6,900	8,625
01-20-555-225	INTERNET/WEBSITE HOSTING	352	440
01-20-555-304	TRAINING	2,145	2,681
01-20-555-308	INFORMATIONAL TECH SERVICES	5,100	6,375
01-20-565-342	LANDSCAPE MAINTENANCE SERVICES	87,000	108,750
01-20-570-235	NICOR GAS (825 MIDWAY)	2,000	2,500
01-20-570-250	SANITARY (825 MIDWAY)	500	625
01-20-570-280	BALLFIELD MAINTENANCE	8,000	10,000
01-20-570-345	UNIFORMS	1,500	1,875
01-20-570-411	MAINTENANCE - EQUIPMENT	5,000	6,250
01-20-585-522	COMMUNITY EVENTS	120,000	150,000
01-20-590-517	ACTIVE ADULT PROGRAM	324,450	405,563
	SPECIAL RECREATION ASSOC PROGRAM		
01-20-590-518	DUES	89,000	111,250

Totals for Dept 20 - PARKS & RECREATION

1,166,485

1,458,106

Dept 25 - FINANCE DEPARTMENT

01-25-610-302	PRINTING & PUBLISHING	150	188
01-25-610-307	FEES/DUES/SUBSCRIPTIONS	950	1,188
01-25-615-263	EDP LICENSES	8,026	10,033
01-25-620-251	AUDIT SERVICES	27,217	34,021
01-25-620-252	FINANCIAL SERVICES	161,345	201,681

Totals for Dept 25 - FINANCE DEPARTMENT

197,688	247,110
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Dept 30 - POLICE DEPARTMENT

01-30-400-147	MEDICARE	14,912	18,640
01-30-400-151	IMRF	44,110	55,138
01-30-400-161	SOCIAL SECURITY	63,792	79,740
01-30-540-425	OTHER PROFESSIONAL SERVICES (FLOCK SAFETY)	40,000	50,000
01-30-630-101	SALARIES - PERMANENT EMPLOYEES	3,415,123	4,268,904
01-30-630-102	OVERTIME	197,600	247,000
01-30-630-131	PERSONNEL RECRUITMENT	5,000	6,250
01-30-630-141	HEALTH/DENTAL/LIFE INSURANCE	429,318	536,648
01-30-630-155	POLICE PENSION	1,757,925	2,197,406
01-30-630-201	PHONE - TELEPHONES	32,622	40,778
01-30-630-202	ACCREDITATION	8,000	10,000
01-30-630-228	MAINTENANCE - BUILDING	76,000	95,000
01-30-630-235	NICOR GAS (7760 QUINCY)	5,500	6,875
01-30-630-241	FEES - FIELD COURT ATTORNEY	39,400	49,250
01-30-630-245	FIRING RANGE	5,000	6,250
01-30-630-246	RED LIGHT - ADJUDICATOR	276,700	345,875
01-30-630-250	SANITARY (7760 QUINCY)	675	844
01-30-630-301	OFFICE SUPPLIES	4,000	5,000
01-30-630-302	PRINTING & PUBLISHING	2,700	3,375
01-30-630-303	FUEL/MILEAGE/WASH	85,000	106,250
01-30-630-304	SCHOOLS/CONFERENCES/TRAVEL	30,000	37,500
01-30-630-307	FEES/DUES/SUBSCRIPTIONS	46,000	57,500
01-30-630-309	EMPLOYEE RECOGNITION	5,000	6,250
01-30-630-311	POSTAGE & METER RENT	4,800	6,000
01-30-630-315	COPY SERVICE	3,600	4,500
01-30-630-345	UNIFORMS	36,850	46,063
01-30-630-346	AMMUNITION	21,635	27,044
01-30-630-347	OTHER WEAPONS	3,690	4,613
01-30-630-351	BUILDING MAINTENANCE SUPPLIES	1,000	1,250
01-30-630-401	OPERATING EQUIPMENT	39,836	49,795
01-30-630-402	BODY CAMERAS	38,388	47,985
01-30-630-403	IN-CAR CAMERA	14,802	18,503
01-30-640-225	INTERNET/WEBSITE HOSTING	352	440
01-30-640-263	EDP LICENSES	49,625	62,031
01-30-640-267	DOCUMENT STORAGE/SCANNING	1,000	1,250
01-30-640-308	INFORMATIONAL TECH SERVICES	51,850	64,813
01-30-650-268	ANIMAL CONTROL	1,500	1,875

01-30-650-343	JAIL SUPPLIES	2,000	2,500
01-30-655-339	CONFIDENTIAL FUNDS	1,000	1,250
01-30-660-205	BIKE PROGRAM	1,500	1,875
01-30-670-331	COMMODITIES	7,000	8,750
01-30-675-235	RADIO DISPATCHING	402,457	503,071

Totals for Dept 30 - POLICE DEPARTMENT

7,267,262	9,084,078
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Dept 35 - PUBLIC WORKS DEPARTMENT

01-35-400-147	MEDICARE	2,406	3,007
01-35-400-151	IMRF	37,396	46,745
01-35-400-161	SOCIAL SECURITY	10,290	12,863
01-35-710-101	SALARIES - PERMANENT EMPLOYEES	208,399	260,499
01-35-710-102	OVERTIME	34,815	43,519
01-35-710-103	PART TIME - LABOR	26,375	32,969
01-35-710-141	HEALTH/DENTAL/LIFE INSURANCE	50,137	62,671
01-35-710-201	TELEPHONES	3,146	3,933
01-35-710-301	OFFICE SUPPLIES	1,300	1,625
01-35-710-303	FUEL/MILEAGE/WASH	16,990	21,238
01-35-710-304	SCHOOLS/CONFERENCES/TRAVEL	6,844	8,555
01-35-710-307	FEES/DUES/SUBSCRIPTIONS	4,615	5,769
01-35-710-345	UNIFORMS	1,750	2,188
01-35-710-401	OPERATING SUPPLIES & EQUIPMENT	12,750	15,938
01-35-715-263	EDP LICENSES	29,050	36,313
01-35-715-225	INTERNET/WEBSITE HOSTING	2,070	2,588
01-35-715-308	INFORMATIONAL TECH SERVICES	16,615	20,769
01-35-720-245	FEES - ENGINEERING	68,840	86,050
01-35-725-410	MAINTENANCE	81,895	102,369
01-35-725-415	NICOR GAS	4,813	6,016
01-35-725-417	SANITARY USER CHARGE	161	201
01-35-740-287	SNOW REMOVAL CONTRACT	135,000	168,750
01-35-740-290	STREET SWEEPING SERVICES	14,348	17,935
01-35-745-207	ENERGY - STREET LIGHTS	28,424	35,530
01-35-745-224	MAINTENANCE - TRAFFIC SIGNALS	17,607	22,009
01-35-750-286	JET CLEANING CULVERT	35,000	43,750
01-35-750-290	EQUIPMENT RENTAL	12,950	16,188
01-35-750-338	TREE MAINTENANCE	218,250	272,813
	STORM WATER IMPROVEMENTS		
01-35-750-381	MAINTENANCE	141,000	176,250
01-35-755-281	ROUTE 83 BEAUTIFICATION	107,675	134,594
01-35-755-284	BRUSH PICKUP	25,150	31,438
01-35-755-300	EMERGENCY EQUIPMENT	2,500	3,125
01-35-755-331	SALT	21,900	27,375
01-35-755-333	ROAD SIGNS	11,600	14,500
01-35-760-259	MOSQUITO ABATEMENT	39,590	49,488
01-35-765-685	STREET IMPROVEMENTS	228,000	285,000

Totals for Dept 35 - PUBLIC WORKS DEPARTMENT

1,659,651	2,074,564
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Dept 40 - COMMUNITY DEVELOPMENT DEPARTMENT

01-40-400-147	MEDICARE	2,940	3,675
01-40-400-151	IMRF	34,383	42,979
01-40-400-161	SOCIAL SECURITY	12,577	15,721
01-40-810-101	SALARIES - PERMANENT EMPLOYEES	249,131	311,414
01-40-810-141	HEALTH/DENTAL/LIFE INSURANCE	52,668	65,835
01-40-810-148	LIFE INSURANCE - PLAN COMMISSION	1,200	1,500
01-40-810-201	TELEPHONES	5,547	6,934
01-40-810-225	INTERNET/WEBSITE HOSTING	352	440
01-40-810-301	OFFICE SUPPLIES	3,000	3,750
01-40-810-302	PRINTING & PUBLISHING	5,500	6,875
01-40-810-303	FUEL/MILEAGE/WASH	350	438
01-40-810-304	SCHOOLS/CONFERENCES/TRAVEL	4,345	5,431
01-40-810-307	FEES/DUES/SUBSCRIPTIONS	2,000	2,500
01-40-810-311	POSTAGE & METER RENT	4,164	5,205
01-40-810-315	COPY SERVICE	2,400	3,000
01-40-810-345	UNIFORMS	400	500
01-40-810-409	MAINTENANCE - VEHICLES	1,200	1,500
01-40-810-412	MAINTENANCE - BUILDINGS	3,700	4,625
01-40-815-263	EDP LICENSES	43,000	53,750
01-40-815-267	DOCUMENT STORAGE/SCANNING	8,650	10,813
01-40-815-308	INFORMATIONAL TECH SERVICES	5,100	6,375
01-40-820-248	FEES - COURT REPORTER	3,300	4,125
	BUILDING, PLAN REVIEW & INSP.		
01-40-820-260	SERVICES	85,960	107,450
01-40-820-262	ENGINEERING SERVICES	56,110	70,138
01-40-830-117	ELEVATOR INSPECTION	5,900	7,375
01-40-830-119	CODE ENFORCE INSPECTION	15,000	18,750

Totals for Dept 40 - COMMUNITY DEVELOPMENT DEPARTMENT**608,877 761,096****TOTAL APPROVED BUDGET/APPROPRIATIONS - GENERAL FUND****13,428,191 16,785,239****Fund 02 - WATER FUND****Dept 50 - WATER DEPARTMENT**

02-50-400-147	MEDICARE	6,569	8,212
02-50-400-151	IMRF	68,775	85,969
02-50-400-161	SOCIAL SECURITY	28,102	35,127
02-50-401-101	SALARIES - PERMANENT EMPLOYEES	566,570	708,213
02-50-401-102	OVERTIME	50,249	62,811
02-50-401-103	PART TIME - LABOR	11,277	14,096
02-50-401-141	HEALTH/DENTAL/LIFE INSURANCE	118,727	148,409
02-50-401-201	PHONE - TELEPHONES	6,758	8,448
02-50-401-301	OFFICE SUPPLIES	250	313
02-50-401-302	PRINTING & PUBLISHING	11,000	13,750

02-50-401-303	FUEL/MILEAGE/WASH	8,000	10,000
02-50-401-304	SCHOOLS CONFERENCE TRAVEL	2,550	3,188
02-50-401-307	FEES DUES SUBSCRIPTIONS	2,506	3,133
02-50-401-309	FINANCIAL SERVICES	108,214	135,268
02-50-401-311	POSTAGE & METER RENT	12,400	15,500
02-50-401-315	UNIFORMS	1,750	2,188
02-50-401-350	VEHICLE MAINTENANCE	15,000	18,750
02-50-405-245	FEES - ENGINEERING	88,405	110,506
02-50-417-263	EDP LICENSES	42,310	52,888
02-50-420-362	SAMPLING ANALYSIS	3,710	4,638
02-50-420-491	PUMP INSPECTION REPAIR MAINTAIN STA	700	875
02-50-420-575	PURCHASE OF WATER	1,759,326	2,199,158
	WELLHOUSE REPAIRS & MAIN - WB EXEC		
02-50-425-474	PLAZA	10,800	13,500
	MATERIALS & SUPPLIES-		
02-50-425-475	STANDPIPE/PUMPHOUSE	2,400	3,000
02-50-430-276	LEAK SURVEYS	20,800	26,000
	WATER DISTRIBUTION		
02-50-430-277	REPAIRS/MAINTENANCE	348,666	435,833
02-50-430-280	SPOILS HAULING SERVICES	214,000	267,500
02-50-430-281	STREET IMPROVEMENTS SERVICES	83,225	104,031
02-50-430-401	OPERATING EQUIPMENT	17,330	21,663
02-50-430-476	MATERIAL & SUPPLIES - DISTRIBUTION	47,800	59,750
02-50-435-278	METERS FLOW TESTNG	15,518	19,398
02-50-449-102	INTEREST - BOND	8,964	11,205
02-50-449-104	PRINCIPAL - BOND	11,829	14,786
02-50-449-105	INTEREST - IEPA LOAN	13,393	16,741
02-50-449-106	PRINCIPAL - IEPA LOAN	42,408	53,010
02-50-630-155	POLICE PENSION	78,470	98,088
02-50-900-112	TRANSFER TO DEBT SERVICE - 2015	45,918	57,398

Totals for Dept 50 - WATER DEPARTMENT

3,874,669

4,835,125

**TOTAL APPROVED BUDGET/APPROPRIATIONS -
WATER FUND**

3,874,669

4,835,125

Fund 04 - MOTOR FUEL TAX FUND

Dept 56 - MOTOR FUEL TAX

04-56-410-371	ROCK SALT	22,809	28,511
04-56-430-245	ENGINEERING	10,000	12,500
04-56-430-684	STREET MAINTENANCE	348,815	436,019

Totals for Dept 56 - MOTOR FUEL TAX

381,624

477,030

**TOTAL APPROVED BUDGET/APPROPRIATIONS -
MOTOR FUEL TAX FUND**

381,624

477,030

Fund 10 - CAPITAL PROJECT FUND (CIP)

Dept 55 - CAPITAL IMPROVEMENT PROGRAM

10-55-600-300	DESIGN	52,960	66,200
10-55-600-304	CL17 REPLACEMENT	21,000	26,250
10-55-600-304	SAMPLE STATION REPLACEMENT	15,000	18,750
10-55-600-313	WATERFORD RESURFACING	300,000	375,000
10-55-600-344	PARK DRINKING FOUNTAINS	24,000	30,000
10-55-600-345	CREEKSIDE PARK IMPROVEMENT PHASE II	844,047	1,055,059
10-55-600-350	WILLOW POND POUR-IN-PLACE SURFACE	13,588	16,985
10-55-600-352	WATERFORD PARK POUR-IN-PLACE SURFACE	18,652	23,315
10-55-600-355	BORSE COMMUNITY PARK IMPROVEMENT PHASE III	6,255,805	7,819,756
10-55-600-356	TRAVERSE CITY HYDRANT REPLACEMENT	50,000	62,500

Totals for Dept 55 - CAPITAL IMPROVEMENT PROGRAM**7,595,052 9,493,815****TOTAL APPROVED BUDGET/APPROPRIATIONS - CAPITAL PROJECT FUND (CIP)****7,595,052 9,493,815****Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX****Dept 15 - PLANNING & ECONOMIC DEVELOPMENT**

15-15-400-147	MEDICARE	1,021	1,276
15-15-400-151	IMRF	12,204	15,255
15-15-400-161	SOCIAL SECURITY	4,366	5,458
15-15-401-242	LEGAL FEES	45,000	56,250
15-15-410-104	SALARIES - REGULAR	94,023	117,529
15-15-455-141	HEALTH/DENTAL/LIFE INSURANCE	17,981	22,476
15-15-455-513	SALES TAX REBATE- TOWN CENTER	225,000	281,250
15-15-455-514	SALES TAX REBATE - PFM	136,000	170,000
15-15-745-224	TRAFFIC MAINTENANCE SIGNALS	5,933	7,416

Totals for Dept 15 - PLANNING & ECONOMIC DEVELOPMENT**541,528 676,910****TOTAL APPROVED BUDGET/APPROPRIATIONS - RT 83/PLAINFIELD RD BUSINESS DISTRICT TAX FUND****541,528 676,910****TOTAL APPROVED BUDGET/APPROPRIATIONS - ALL FUNDS****25,821,064 32,268,118**

SECTION 2. Any sums of money heretofore appropriated, and not heretofore expended, and now in the Village Treasury of the Village of Willowbrook, are hereby appropriated by this Ordinance.

SECTION 3. The appropriations herein for the payment of liabilities, contract liabilities, or unpaid bills, if any, shall not be construed as an approval of any such liabilities or unpaid bills, but shall be regarded only as an appropriation for the payment thereof, when and if said “liabilities”, “contract liabilities” or “unpaid bills” shall be found to be valid and legal obligations against the Village of Willowbrook, and are appropriated, vouchered and audited.

SECTION 4. The appropriations made herein for salaries and wages for positions shall be regarded as maximum appropriations as to the sums appropriated and for the length of time for which the incumbent of each position is to be employed. No employee shall have the right to demand continuous employment and compensation by reason of the appropriations, if it becomes necessary to discharge him or her due to unsatisfactory performance or on account of lack of work, or lack of funds. In case of any vacancy in any office or employment position herein appropriated for, the corporate authorities or the Village Administrator shall not be required to fill such office or employment position if, in its or her judgment and discretion, as the case may be, there is no necessity thereof.

SECTION 5. If any item, purpose, sentence or portion thereof of this Ordinance be for any reason held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance, and any ordinance or parts of any ordinance in conflict herewith are hereby repealed.

SECTION 6. A certified copy of this Ordinance shall be filed with the DuPage County Clerk within thirty (30) days of passage and approval by the Mayor and Board of Trustees of the Village of Willowbrook.

SECTION 7. All ordinances or resolutions or parts thereof in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

SECTION 8. This Ordinance shall be in full force and effect upon its passage, approval and publication or posting as provided by law.

PASSED and APPROVED this 14th day of April, 2025, by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Gretchen Boerwinkle, Village Clerk

STATE OF ILLINOIS)
)
COUNTY OF DUPAGE) SS

I, Gretchen Boerwinkle, do hereby certify that I am the duly qualified and acting Clerk of the Village of Willowbrook in the county and state aforesaid, and as such Clerk I am the keeper of the records and files of the Village of Willowbrook.

I do further certify that the attached and foregoing is a true and complete copy of Ordinance No. 25-O- ____ being the ANNUAL APPROPRIATION ORDINANCE FOR THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING MAY 1, 2025 AND ENDING APRIL 30, 2026, as adopted by the Mayor and Board of Trustees of the Village of Willowbrook, at its properly convened meeting held on the 14th day of April, 2025, as appears from the official records of said Village in my care and custody.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and the corporate seal of said Village of Willowbrook, DuPage County, Illinois, on this 14th day of April, 2025.

Gretchen Boerwinkle, Village Clerk

(SEAL)

Village of Willowbrook
Certificate of Estimated Revenues
For Fiscal Year Ending April 30, 2026

I, Lora Flori, DO HEREBY CERTIFY AS FOLLOWS:

1. I am the Chief Fiscal Officer for the Village of Willowbrook, DuPage County, Illinois
2. I estimate the revenue by source, of said Village of Willowbrook, for the fiscal year beginning May 1, 2025 and ending April 30, 2026, to be as follows:

GENERAL FUND

Property Taxes	\$ 211,153
Sales Taxes	9,872,591
Other Taxes	4,149,377
Intergovernmental	660,000
Licenses	219,487
Permits	462,245
Fines	1,275,617
Charges & Fees	337,577
Park & Recreation	631,500
Interest Income	276,750
Miscellaneous	986,377
Total General Fund	<u>19,082,674</u>

CAPITAL PROJECTS FUND (CIP)

Transfer From General Fund	5,459,052
Transfer From General Obligation Bond, Series 2022A	1,750,000
Transfer From Water Fund	86,000
Grants	660,000
Motor Fuel Tax	300,000
Total Capital Projects Fund (CIP)	<u>8,255,052</u>

WATER FUND

Taxes	4,127,432
Total Water Fund	<u>4,127,432</u>

RT 83 / PLAINFIELD ROAD BUSINESS DISTRICT TAX FUND

Business District Sales Tax	833,869
Interest Income	92,560
Total Rt . 83 / Plainfield Road Business District Tax Fund	<u>926,429</u>

MOTOR FUEL TAX FUND

Motor Fuel Taxes	447,560
Interest Income	25,750
Total Motor Fuel Tax Fund	473,310

OPPORTUNITY RESERVE FUND

Interest Income	420,204
Total Opportunity Reserve Fund	420,204

TIF REDEVELOPMENT DISTRICT FUND

TIF District Sales Tax	294,313
Interest Income	24,583
Total TIF Redevelopment District Fund	318,896

TOTAL ALL FUNDS	\$ 33,603,997
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Lora Flori,
Chief Financial Officer,
Village of Willowbrook



BOARD OF TRUSTEES MEETING

AGENDA ITEM NO: 8

DATE: April 14, 2025

SUBJECT:

A RESOLUTION APPROVING AND ACCEPTING A PLAT OF DEDICATION FOR 33 FEET OF TENNESSEE AVENUE RIGHT-OF-WAY, LOCATED AT 6508 TENNESSEE AVENUE, TO BE DEDICATED TO THE VILLAGE OF WILLOWBROOK.

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 property is located at 6508 Tennessee Avenue. The petitioner and subject property owner, the Kazi Family, has requested approval of a plat of dedication of 33 feet right-of-way, measured at the Tennessee Avenue centerline by the 166-foot length of 6508 Tennessee Avenue to be dedicated to the Village of Willowbrook. The lot dimensions will be reduced to 166 feet by 330 feet.

No public hearing is required for a plat of dedication and the Village's engineer, Christopher B. Burke, has recommended approval after a thorough review. If approved, the plat will be recorded at DuPage County.

BACKGROUND/SUMMARY

The subject property is a single lot totaling 1.26 acres and is currently zoned R-2 Single-Family Residential District. The property was platted in DuPage County as part of The Clarendon Hills Acre Estates Subdivision in 1923. There is no record of this property being subdivided thereafter. The current owner has been approved for the construction of a new single-family home and is required to bring the property into full code compliance. The new home will meet all new building and zoning code regulations, and the last step is dedicating the 33-foot right-of-way.

FINANCIAL IMPACT

There is no financial impact on this item since the Village already maintains the right-of-way along Tennessee Avenue.

RECOMMENDED ACTION:

Approval of the Resolution.



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 W Higgins Road, Suite 600 Rosemont, Illinois 60018-4920 Tel (847) 823-0500 Fax (847) 823-0520

March 18, 2025

Village of Willowbrook
835 Midway Drive
Willowbrook, IL 60527

Attention: Mike Krol

Subject: 6508 Tennessee Ave.
(CBBEL Project No. 900144 LR370)

Dear Mike:

As requested on February 27, 2024, we have reviewed the wetland delineation report for a new home prepared by Gary R. Weber Associates, INC. and dated September 10, 2024, and revised March 5, 2025. Also submitted is a Plat of Dedication for the Tennessee Avenue right of way prepared by Martin M. Engineering, Inc. We have no further comments and have in our opinion, the plans dated December 20, 2024 and supporting documents are now in general compliance with Village Code and standard engineering methods, subject to the following:

1. The Plat of dedication should be placed on the next available Village Board agenda for approval. The applicant should submit the mylar with all signatures except Village, and County Recorder completed.
2. A condition of the permit should be that the contractor call for an inspection of the infiltration basin when the system has been fully excavated, and before installing aggregate. The aggregate that will be placed in the trench shall be onsite at the time of the inspection so the gradation can be verified.

If you have any questions, please do not hesitate to contact me.

Sincerely,


Daniel L. Lynch, PE, CFM
Vice President, Head Municipal Engineering Department

RESOLUTION NO. 25-R- _____

**A RESOLUTION APPROVING AND ACCEPTING A PLAT OF DEDICATION
FOR 33 FEET OF TENNESSEE AVENUE RIGHT-OF-WAY, LOCATED AT 6508
TENNESSEE AVENUE, TO BE DEDICATED TO THE
VILLAGE OF WILLOWBROOK**

WHEREAS, the Mayor and Board of Trustees have deemed it is in the best interest of the Village of Willowbrook (“Village”) to approve and accept a Plat of Dedication, for 33 Feet of Tennessee Avenue Right-of-Way, located at 6508 Tennessee Avenue, Willowbrook, Illinois, legally described and depicted on Exhibit “A”, attached hereto and made a part hereof (hereinafter referred to as the “Plat of Dedication”); and

WHEREAS, the part of Tennessee Avenue, as depicted in the Plat of Dedication, is owned by the Kazi Family (the “Owner”); and

WHEREAS, the Owner is willing to grant the Right-of-Way Dedication to the Village; and

WHEREAS, the Mayor and Board of Trustees wish to accept the Right-of-Way Dedication, and do hereby authorize the Mayor and the Village Clerk to accept the Plat of Dedication.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION 1: That the corporate authorities hereby incorporate the foregoing preamble clauses into the resolution and make the findings, as hereinafter set forth.

SECTION 2: It is hereby determined that the public interest will be served by approving and accepting a Plat of Dedication for Public Right-of-Way – a Part of Tennessee Avenue, prepared by Martin M. Engineering, Inc., as more particularly depicted and legally described on Exhibit “A”, attached hereto and made a part hereof.

SECTION 3: The Mayor be and is hereby authorized and directed to execute, and the Village Clerk be and is hereby authorized and directed to attest to, any and all necessary documents to effectuate this Plat of Dedication.

SECTION 4: That all resolutions, or parts thereof, in continuing with the provisions of this Resolution are, to the extent of such conflict, expressly repealed.

SECTION 5: That this Resolution shall be in full force and effect from and after its adopting and approval, as provided by law.

PASSED and APPROVED this 14th day of April, 2025 by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Gretchen Boerwinkle, Village Clerk

EXHIBIT A
PLAT OF DEDICATION



BOARD OF TRUSTEES MEETING

AGENDA ITEM NO: 9

DATE: April 14, 2025

SUBJECT:

AN ORDINANCE MAKING A COMPREHENSIVE AMENDMENT TO THE OFFICIAL COMPREHENSIVE PLAN OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

STAFF REPORT

TO: Mayor Trilla and Board of Trustees
FROM: Michael Krol, Director of Community Development
THROUGH: Sean Halloran, Village Administrator

Editor's Note: Due to the file size, the Comprehensive Plan is provided as a separate booklet for those receiving hard copies, and as a separate PDF file for those receiving electronic files.

PURPOSE AND ACTION REQUESTED

Consideration and approval of adopting the new Village of Willowbrook Comprehensive Plan, a guide to the community's growth, improvement, and development for future land use which will replace, in its entirety, the current Village of Willowbrook Comprehensive Plan, dated October 25, 1993.

BACKGROUND/SUMMARY

In 2022, the Village Board approved a contract with Houseal Lavigne Associates to facilitate and guide the Village through the Comprehensive Plan review process, resulting in a new Comprehensive Plan to guide the Village's land use decisions for at least the next fifteen (15) years. The Village's first Comprehensive Plan was adopted in 1966, which focused on physical growth and development of the community and attracting new development. Since 1966, the Village reviewed the Comprehensive Plan in the following years:

- In 1979, the first comprehensive revision to the Plan focused on growth, development, and expansion of the Village,
- In 1985, the second comprehensive revision to the plan focused on regulating new development in a manner which more directly promoted Village objectives of stability, improved quality of life, and the low-density residential character of the community,
- In 1990, limited plan amendments were made due to the changing demographics and economic conditions within the community,
- In 1993, the Comprehensive Plan Amendment shifted to community maintenance and the continued provision of high-quality municipal services and facilities.
- In 2017, the 1993 Comprehensive Plan was reformatted and digitized, but no updates were made.

A public hearing was held on Wednesday, April 2, 2025, before the Plan Commission, which voted unanimously 6-0 in favor of the final comprehensive plan draft, as proposed, to forward a positive recommendation to the Village Board.

FINANCIAL IMPACT

There is no financial impact on this item.

RECOMMENDED ACTION:

Approval of the Ordinance based on the plan commission's recommendation.



Village of WILLOWBROOK

Mayor

Frank A. Trilla

Village Clerk

Gretchen Boerwinkle

Village Trustees

Mark L. Astrella

Sue Berglund

Umberto Davi

Michael Mistele

Gayle Neal

Gregory Ruffolo

Village Administrator

Sean Halloran

Chief of Police

Lauren Kaspar

M E M O R A N D U M

MEMO TO: Frank A. Trilla, Mayor
Board of Trustees

MEMO FROM: John Wagner, Chairman, Plan Commission

DATE: April 2, 2025

SUBJECT: Zoning Hearing Case 25-01: Consideration and recommendation to adopt the new Village of Willowbrook Comprehensive Plan, a guide to the community's growth, improvement, and development for future land use.

The applicant for this petition is the Village of Willowbrook, 835 Midway Drive, Willowbrook, IL 60527.

At a regular meeting of the Plan Commission held on April 2, 2025, the above-referenced application was discussed, and the following motion was made:

MOTION: Made by Vice Chairman Walec and seconded by Commissioner Louise that based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board approval of the proposed Village of Willowbrook Comprehensive Plan presented on Pages 1-59 to replace, in its entirety, the current Village of Willowbrook Comprehensive Plan, dated October 25, 1993.

ROLL CALL: AYES: Chairman Wagner, Vice Chairman Walec, Commissioners Baksay, Kanaverskis, Kaucky, and Louise.

NAYS: None.

ABSENT: Kaczmarek

MOTION DECLARED CARRIED

Should any member of the Board have any questions regarding this matter, please do not hesitate to contact me.

JW:mk



Proud Member of the
Illinois Route 66 Scenic Byway



Village of Willowbrook

Staff Report to the Plan Commission

Public Hearing Date:	April 2, 2025
Village Board Receive & Vote:	April 14, 2025
Prepared By:	Michael Krol, Director of Community Development
Case Title:	Zoning Hearing Case No. PC 25-01 Consider the adoption of the new Village of Willowbrook Comprehensive Plan, a guide to the community's growth, improvement, and development for future land use.
Petitioner:	Village of Willowbrook, an Illinois Municipal Corporation, 835 Midway Drive, Willowbrook, IL 60527.
Action Requested:	Consideration and approval to adopt the new Village of Willowbrook Comprehensive Plan, a guide to the community's growth, improvement, and development for future land use.

**Necessary Action by
Village Board:**

Consider and approve of the attached ordinance.



History & Background

In 2022, the Village Board approved a contract with Houseal Lavigne Associates to facilitate and guide the Village through the Comprehensive Plan review process, resulting in a new Comprehensive Plan to guide the Village's land use decisions for at least the next fifteen (15) years. The Village's first Comprehensive Plan was adopted in 1966, which focused on physical growth and development of the community and attraction of new development. From 1966, the Village reviewed the Comprehensive Plan in the following years:

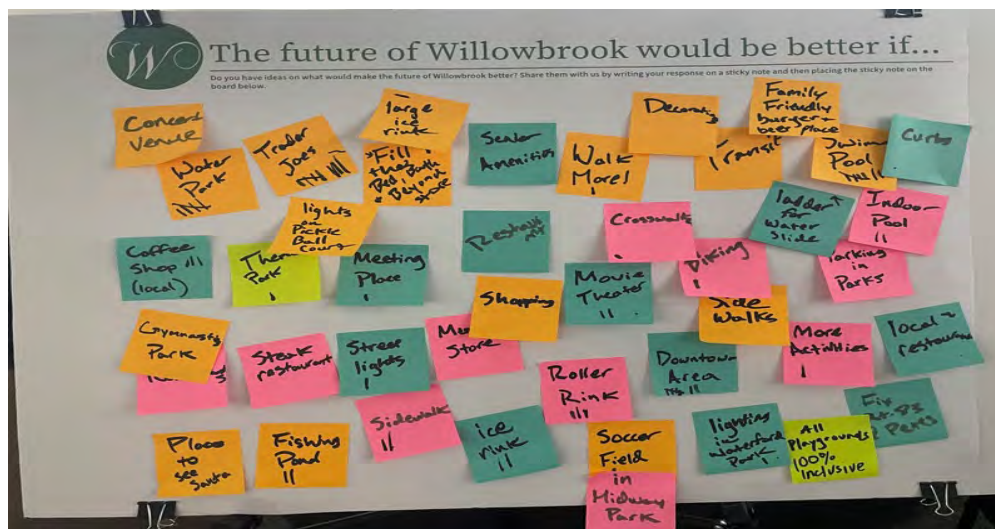
- In 1979, the first comprehensive revision to the Plan focused on growth, development, and expansion of the Village,
- In 1985, the second comprehensive revision to the plan focused on regulating new development in a manner which more directly promoted Village objectives of stability, improved quality of life, and the low-density residential character of the community,
- In 1990, limited plan amendments were made due to the changing demographics and economic conditions within the community,
- In 1993, the Comprehensive Plan Amendment shifted to community maintenance and the continued provision of high-quality municipal services and facilities.
- In 2017, the 1993 Comprehensive Plan was reformatted and digitized, but no updates were made.

Discussion of Request

This Village-initiated comprehensive plan update was brought about because the current comprehensive plan was last updated in 1993. Houseal Lavigne has helped facilitate three (3) joint committee meetings made up of Plan Commission and Village Board members. At these meetings, participants discussed issues, opportunities, and key strengths and assets of the Village. Input from the meeting will inform the plan's community-wide outreach strategy and be reflected in the vision, goals, recommendations, and policies of the Comprehensive Plan.

Village staff and Houseal Lavigne worked together to host several opportunities to invite local residents and business owners to let their voices be heard with their visions for the future of Willowbrook.

- Houseal Lavigne held a Business Community Workshop at the March 6, 2024, Chamber of Commerce meeting, where business owners were asked a series of survey questions to help understand what would help make Willowbrook a more desirable location to attract business.
- Staff and Houseal Lavigne held a Community Vision Workshop on March 20, 2024, with subarea vision maps available for public comment and input.
- Houseal Lavigne had a booth set up at National Night Out, August 1, 2023, and Light Up The Night, December 8, 2023, as Community outreach events. Staff and Houseal Lavigne discussed ideas and visions with local residents, who then posted comments on the vision boards about what the future of Willowbrook would look like.



Vision Board after Light Up The Night

The proposed Village of Willowbrook Comprehensive Plan includes the following table of contents for review:

1. Introduction
2. Vision and Goals
3. Land Use Plan
4. Subarea Plans
5. Transportation and Mobility
6. Community Facilities
7. Parks and Open Spaces
8. Implementation

All the discussions, feedback, changes, and input from the Plan Commission and Village Board joint review meetings have been incorporated into the final draft of the proposed Village of Willowbrook Comprehensive Plan, which is attached for the Plan Commission's consideration.

Discussion at the April 2, 2025, Plan Commission Meeting

The Plan Commission conducted a public hearing on this petition held at the April 2, 2025, regular meeting. The following members were in attendance: Chairman Wagner, Vice Chairman Walec, and Commissioners Baksay, Kanaverskiss, Kaucky, and Louise. Commissioner Kaczmarek was absent.

Jackie Berg from Houseal Lavigne presented the final version of the Village of Willowbrook Comprehensive Plan and highlighted each chapter and detailed the subarea plans. She and the staff were available for questions. No questions or concerns arose from the Plan Commission, and they had only positive comments about the plan and Houseal Lavigne. There were no members of the public in attendance.

Motion

The following motion made by Vice Chairman Walec and was seconded by Commissioner Louise and approved unanimously, a 6-0 roll call vote of the members present:



Based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board approval of the proposed Village of Willowbrook Comprehensive Plan presented on Pages 1-59 to replace, in its entirety, the current Village of Willowbrook Comprehensive Plan, dated October 25, 1993.

Documents Attached:

Attachment 1: Public Hearing Notice

Attachment 2: Complete Comprehensive Plan Final Draft (59 pages)



Attachment 1
Notice of Public Hearing (1 Sheet)

CHICAGO SUN★TIMES

Certificate of Publication

On Behalf of:

VILLAGE OF WILLOWBROOK

Customer No: 100425

Ad No: 5934

PO Number: Public Hearing

ATTESTATION OF PUBLIC LEGAL NOTICE

STATE OF ILLINOIS, COUNTY OF COOK:

Chicago Sun-Times does hereby certify it has published the attached advertisements in the following secular newspapers. All newspapers meet Illinois Compiled Statute requirements for publication of Notices per Chapter 715 ILCS 5/0.01 et seq. R.S. 1874, P728 Sec 1, EFF. July 1, 1874. Amended by Laws 1959, P1494, EFF. July 17, 1959. Formerly Ill. Rev. Stat. 1991, CH100, PL

As published in Chicago Sun Times in the issue(s) of:

3/18/2025

IN WITNESS WHEREOF, the undersigned, being duly authorized, has caused this Certificate to be signed by:

William Weibert
Senior Director
Advertising

Date: 3/18/2025

NOTICE OF PUBLIC HEARING ZONING HEARING CASE NO. 25-01

NOTICE IS HEREBY GIVEN that the Plan Commission of the Village of Willowbrook, DuPage County, Illinois, will conduct a public hearing at a regular meeting of the Plan Commission on the 2nd of April 2025 at the hour of 7:00 P.M. in the Village Boardroom, 825 Midway Drive, Willowbrook, IL 60527.

The purpose of this meeting and public hearing shall be to review and adopt a new Village of Willowbrook Comprehensive Plan, a guide to the community's growth, improvement, and development for future land use.

The applicant for this petition is the Village of Willowbrook, 835 Midway Drive, Willowbrook, IL, 60527.

Copies of the application and related documentation are on file in the office of Community Development, Village of Willowbrook, 835 Midway, Willowbrook, Illinois, and are available for public inspection. Any individual with a disability requiring a reasonable accommodation in order to participate in any public meeting held under the authority of the Village of Willowbrook should contact Michael Krol, Village of Willowbrook, 835 Midway, Willowbrook, IL, 60527, or call (630) 920-2262, Monday through Friday, between 8:30 A.M. and 4:30 P.M., within a reasonable time before the meeting. Requests for sign language interpreters should be made a minimum of five working days in advance of the meeting.

All persons desiring to be heard in support or opposition to the application shall be afforded an opportunity and may submit their statements orally, in written form, or both. This hearing may be recessed to another date if not concluded on the evening scheduled.

/s/ Sean Halloran
Village Administrator
(630) 323-8215
3/18/2025 #5934

VILLAGE OF WILLOWBROOK

7760 S QUINCY ST
WILLOWBROOK, IL 605275532



Attachment 2
Complete Comprehensive Plan Final Draft (59 pages)

Due to the size of the attachment, a separate PDF file of the Comprehensive Plan is provided.

ORDINANCE NO. 25-O-__

**AN ORDINANCE MAKING A COMPREHENSIVE AMENDMENT TO THE OFFICIAL
COMPREHENSIVE PLAN OF THE VILLAGE OF WILLOWBROOK,
DUPAGE COUNTY, ILLINOIS**

WHEREAS, the Village of Willowbrook Comprehensive Plan (“Comprehensive Plan”) was adopted on October 25, 1993, and the Comprehensive Plan is the official policy guide for future growth and development in the Village; and

WHEREAS, the Comprehensive Plan has long-range recommendations for land use, transportation, community facilities; and

WHEREAS, the Comprehensive Plan has not been updated and comprehensively reviewed in thirty (30) years; and

WHEREAS, in 2022, the Village contracted with Houseal Lavigne Associates to review, analyze and guide the Village through a Comprehensive Plan review process in light of business trends, demographics, and changing and evolving needs of the Village; and

WHEREAS, on April 2, 2025, a public hearing was convened before the Plan Commission on a proposed Comprehensive Amendment to the official Comprehensive Plan of the Village of Willowbrook, by deleting the Comprehensive Plan, dated October 25, 1993, in its entirety, and replacing it with a new Village of Willowbrook Comprehensive Plan (the “Amendment”), notice of which was published in a newspaper of general circulation within the Village, not less than fifteen (15) days prior to said hearing; and

WHEREAS, at the public hearing, the Plan Commission heard all testimony and took all public comments and, at the conclusion of the public hearing, did recommend that the Village Board approve the Amendment; and

WHEREAS, after consideration of the recommendation of the Plan Commission, the corporate authorities of the Village have further determined that it is in the best interest of the Village that the Amendment be adopted to make a Comprehensive Amendment to the Comprehensive Plan by deleting the Comprehensive Plan, dated October 25, 1993, in its entirety and replacing it with the new Village of Willowbrook Comprehensive Plan.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION 1. The foregoing recitals are found to be true and correct and are adopted as the findings of the corporate authorities of the Village of Willowbrook as if fully recited herein.

SECTION 2. The official Comprehensive Plan of the Village of Willowbrook is hereby amended as follows:

The Comprehensive Plan, dated October 25, 1993, is deleted, in its entirety, and inserting the Village of Willowbrook Comprehensive Plan, dated April 14, 2025, pages one (1) to fifty-nine (59), attached hereto and made a part hereof as Exhibit "A".

SECTION 3. The Comprehensive Plan, the Amendment, and this Ordinance shall be on file with the Village Clerk and shall be available for public inspection during regular Village business hours. Copies thereof shall be made available to all interested parties upon payment of the cost of printing and distribution of the same, as provided by law.

SECTION 4. Pursuant to Section 11-12-7 of the Illinois Municipal Code, this ordinance, and the Amendment contained herein, shall be recorded with the Office of the DuPage County Recorder, and said Amendment shall become effective ten (10) days after such recording.

SECTION 5. This ordinance shall be in full force and effect upon its passage, approval and publication or posting, as provided by law.

PASSED and APPROVED this 14th day of April, 2025, by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Gretchen Boerwinkle, Village Clerk

EXHIBIT “A”
COMPREHENSIVE PLAN

Due to the file size of the Comprehensive Plan, the exhibit is included as a separate electronic file. A hard copy will be on file in the Clerk's Office with the original ordinance.