

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, APRIL 14, 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. by 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, Attorney Michael Durkin, Village Administrator Sean Halloran, Assistant Village Administrator Alex Arteaga, Chief Financial Officer Lora Flori, Director of Community Development Michael Krol, Director of Public Works Rick Valent, Chief Lauren Kaspar, and Deputy Clerk Christine Mardegan.

ABSENT: Village Clerk Gretchen Boerwinkle, Director of Parks and Recreation Dustin Kleefisch, Deputy Chief Ben Kadolph, and Deputy Chief Gerard Wodka.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Assistant Village Administrator Arteaga to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

No public visitors were present.

5. PUBLIC HEARING:

a. Annual Budget Fiscal Year 2025/2026

MOTION: Made by Trustee Davi and seconded by Trustee Astrella to open the Public Hearing as presented.

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

MOTION DECLARED CARRIED

Administrator Halloran opened the Public Hearing with a review of the budget workshops and an update of the final budget for fiscal year 2025/2026. The highlights from the past year include:

- \$182,829 surplus
- Maintaining the property tax levy decrease for the third year

Projects planned for the upcoming year:

- Village-wide Park Traffic Study to enhance pedestrian safety
- Year Three of the Tree Trimming/Removal (Waterford)
- First Year of the Five-Year Hydrant Replacement Program
- Phase III of Borse Park Improvement Project
- Phase II of the Creekside Park Improvement Project
- Waterford Resurfacing Project

Regarding the Water Fund, the fund has the second highest balance in 10 years, with the highest surplus in 6 years. Operating costs are back to 2020/2021 levels. The long-term Capital Projects costs have been significantly reduced largely due to the efforts of Director Valent and Christopher Burke (Christopher B. Burke Engineering, Ltd. [CBBEL].

For fiscal year 2025/2026 a surplus of \$250,000 is expected. The surplus will include the proceeds from the allocation of the existing water utility tax to the Water Fund, previously allocated to the General Fund.

Congratulations to Chief Financial Officer Flori and the Finance Department team for their achievement in financial reporting. Willowbrook was awarded the Triple Crown for the second year in a row from the Government Finance Officer's Association (GFOA) for winning all three awards, the Budget Award (Distinguished Budget Presentation), the COA (Certificate of Achievement for Excellence in Financial Reporting) award, and the PAFR (Popular Annual Financial Reporting Award) award.

With no additional questions, the Board moved to close the Public Hearing.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Davi to close the Public Hearing as presented.

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

MOTION DECLARED CARRIED

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 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. 25-O-04 - AN ORDINANCE RESERVING AND AUTHORIZING THE TRANSFER OF VOLUME CAP IN CONNECTION WITH PRIVATE ACTIVITY BOND ISSUES AND RELATED MATTERS (PASS)
- i. RESOLUTION NO. 25-R-13 - 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. 25-R-14 - 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. 25-O-05- AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)
- l. RESOLUTION NO. 25-R-15- 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. 25-O-06- 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)

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

7. FISCAL YEAR 2025/2026 ANNUAL BUDGET

- a. MOTION - MOTION TO APPROVE THE FY2025- 2026 BUDGET (PASS)

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to approve the FY 2025 - 2026 Budget as presented.

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

MOTION DECLARED CARRIED

b. ORDINANCE NO. 25-0-07 - 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)

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to pass Ordinance 25-0-07 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION NO. 25-R-16 - 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)

Director Krol provided background on the property 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

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

The current owner has been approved for the construction of a new single-family home on the property and is required to bring the property into full compliance, which includes dedicating that right-of-way to the village.

Mayor Trilla asked if the property will be tapping into the Village water system. Director Krol responded, yes, it is required by Village code. The Mayor also asked if it would be one home only, which Director Krol agreed.

Trustee Neal asked [unintelligible]. Director Krol replied that there are others around Tennessee, Western, and Bentley, the newer houses.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adopt Resolution No. 25-R-16 as presented.

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

MOTION DECLARED CARRIED

9. ORDINANCE NO. 25-O-08 - AN ORDINANCE MAKING A COMPREHENSIVE AMENDMENT TO THE OFFICIAL COMPREHENSIVE PLAN OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (ADOPT)

Director Krol reviewed the history of the Village's Comprehensive Plan. The original Willowbrook comprehensive plan was adopted in 1966 with amendments made in 1979, 1985, 1990, and 1993. In 2017, the 1993 plan was just reformatted and digitized, but there were no updates made. This is the first new Comprehensive Plan since the original created soon after Willowbrook was incorporated.

The complex process was facilitated by staff from Houseal Lavigne, arranging three meetings of the Comprehensive Plan Committee, jointly made up of the Plan Commission, Board members and Village staff. A community workshop was also held to survey local business opinion. Staff from Houseal Lavigne and Village staff also participated in local public events seeking residents' thoughts and input on the future of Willowbrook.

A Public Hearing was held on April 2, 2025, whereat the Plan Commission voted unanimously to recommend approval to the Board. Director Krol then turned the meeting over to Jackie Berg from Houseal Lavigne for further information on the Comprehensive Plan.

Ms. Berg identified the importance of the Plan to have a document that spells out the Village's vision for its future, where it foresees new development happening and where it doesn't foresee a lot of change happening in the village. This is the final phase of the project, adoption of the plan. She also provided a brief overview of the contents of the Comprehensive Plan.

Community Vision

The vision and goals section of the plan is meant as a guide as new development and new proposals are brought to the Village for consideration. Based on input received, the goals here are centered on land use and development, transportation and mobility, community facilities and then parks, open space and natural resources.

Land Use and Development

The Land Use Plan identifies desired future land uses for all areas of the Village, including single family detached homes, single-family

attached homes, multifamily, mixed-use, commercial, industrial, public/semi-public, parks and open space and utilities/transportation. The Land Use Plan also seeks to enhance and expand the community's established commercial and employment areas while preserving the character and quality of Willowbrook's neighborhoods.

Subarea Plans

The Comprehensive Plan identifies two distinct subareas within the community that warrant more detailed planning. These areas include the Interchange Subarea and the Town Center Subarea. These two subareas were identified because they are the areas of the Village most likely to evolve over the next 20 years.

Transportation and Mobility

A balanced, efficient, and well-connected transportation system is an essential aspect of every community and determines the ease and comfort with which residents can access homes, businesses, jobs, schools, recreation, and essential services. The transportation system in Willowbrook consists of a network of roadways, regional public transit services, pedestrian facilities, and an expanding bicycle network.

Moving forward, the Village will emphasize an inclusive vision of transportation that meets the needs of all users regardless of age, ability, background, or preferred mode of travel, including motorists, transit riders, pedestrians, wheelchair users, bicyclists, and others.

Community Facilities & Public Infrastructure

Community facilities play a large role in the quality of a place and the livability of a community. Investments in community facilities and infrastructure should go beyond pure function, with the goal to improve sense of place and community identity. These are predominantly provided by the Village but are supplemented by public or semi-public partner organizations and other service providers within the community. The quality of community facilities is a key strength of the Village. As Willowbrook continues to grow and its demographics change, the Village should continue to modernize and reinvest in local government facilities and services to match the evolving needs of the community and ensure a high quality of life for local residents.

Parks and Open Spaces

Willowbrook has a variety of parks that enrich the lives of residents and welcome visitors. The Village is responsible for maintaining most green spaces in the community. The Parks and Recreation Department of the Village currently manages and oversees more than 54 acres of parkland distributed across 10 locations within the Village.

The 2023 Parks and Recreation Master Plan identifies the park projects and renovations that are needed or have been completed throughout the Village. The Comprehensive Plan includes summaries of the current park conditions and the potential for development.

Implementation

The Willowbrook Comprehensive Plan is a foundation for future decision-making related to land use, development, and community improvement. The plan is intended to direct action within Willowbrook that supports the community's established vision and core community principles. Implementation will be important to this effort, ensuring that the goals and recommendations of the Comprehensive Plan foster positive momentum within the community.

Comprehensive Plan implementation will require the cooperation of a diverse range of organizations and stakeholders, including Village staff, elected and appointed officials, public agencies, the local business community, property owners, developers, and residents. Together, these groups will assist the Village in realizing its vision for the future.

Ms. Berg thanked the Board for their time and effort on the project and opened the floor for questions.

Mayor Trilla offered his compliments to Ms. Berg and the staff at Houseal Lavigne. It was a long, complicated process with the first update in 60 years. He also noted he is proud of this Board of Trustees for undertaking a project of this scope.

Ms. Berg added that she's enjoyed working with Willowbrook and offered her compliments to the Board for their clear vision of the community throughout the process.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to pass Ordinance 25-0-08 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 indicated she had an item which might ultimately affect the Comprehensive Plan regarding the Plainfield Road area, in regard to the Burr Ridge planned C & H Development. We expect the Board and Plan Commission to address the Willowbrook residents' concerns. Their Plan Commission meeting has been postponed several times and is next scheduled for June 17th. Trustee Neal intends on attending.

Trustee Neal also wanted to commend members of the Willowbrook and Darien board of trustees who worked to establish an intergovernmental agreement to install the traffic light at 67th Street and Clarendon Hills Road. The local Patch newspaper of April 9th reported that the traffic light has already made a difference. The light was installed in late 2023. In the previous five years, 35 crashes had been reported, but in 2024 the number of crashes was zero. That type of turnaround improvement is seldom seen.

Mayor Trilla added that although the highway department indicated that the intersection didn't warrant a signal, the Board was convinced it was necessary; the statistics support the decision.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Astrella had no report.

11. ATTORNEY'S REPORT

Attorney Durkin had no report but reminded the Board that there is an executive session this evening.

12. CLERK'S REPORT

Clerk Boerwinkle was not present.

13. ADMINISTRATOR'S REPORT

Administrator Halloran wanted to congratulate Assistant Administrator Arteaga who worked diligently to attain Tree City U.S.A. status for Willowbrook and has gain for the second year. A great deal of work goes into the application and award process. Mr. Arteaga was interviewed by Tree City which is posted online. The Administrator noted that he did a great job representing the village.

Administrator Halloran reminded the Trustees regarding the upcoming Easter Egg Hunt on Saturday, April 19th, at 10 a.m. at Borse Park.

14. MAYOR'S REPORT

Mayor Trilla expressed his excitement at receiving the Triple Crown Award for only the second time. He applauds CFO Flori and her staff. The

awards mean a lot to the Village as the Board tries to be good fiscal stewards.

Regarding Trustee Neal's reference to Plainfield Road, at the DuPage Mayors and Managers Committee breakfast, the Mayor was seated next to Willowbrook's DuPage County Board representative, Lucy Chang Evan, where he was able to discuss the Willowbrook Comprehensive Plan the plans for Plainfield Road. He broached the idea of involving the County before specific planning begins to avoid any duplication of efforts and to provide them with the overall plan and coordinate any planned improvements.

15. EXECUTIVE SESSION

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

16. ADJOURNMENT

MOTION: Made by Trustee Neal and seconded by Trustee Mistele to adjourn the Regular Meeting and recess to closed session at the hour of 7:01 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.

April 28, 2025

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.