



**Village of Westmont
VILLAGE BOARD**

31 West Quincy Street, Westmont, Illinois 60559

villageboard@westmont.il.gov
westmont.illinois.gov | 630-981-6200

**Village Board Meeting
July 9, 2026
6:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. OPEN FORUM**

Public Comment is subject to the public comment rules and procedures adopted by the Village.

5. REPORTS

a. Board Reports

- i. Mayor
- ii. Clerk
- iii. Trustees

6. ITEMS TO BE REMOVED FROM CONSENT AGENDA

7. CONSENT AGENDA (OMNIBUS VOTE)

a. Village Board Minutes

i. Board Meeting Minutes

Board to consider approving the minutes of the Village Board meeting held June 25, 2026.

Background of Subject Matter

Required Parliamentary Procedure

Type Motion

b. Finance Ordinance #14

i. Total to be announced at the meeting

Type Consent Item

Budgeted

c. Purchase Order(s)

i. Westmont Chamber of Commerce & Tourism Bureau \$30,000.00

Westmont Auto Mile Annual payment

Type Consent Item

Budgeted

ii. M.E. Simpson \$36,987.50

Water Utility System Annual Leak Detection

Type Consent Item

Budgeted Yes

iii. M.E. Simpson \$36,000.00

Water system large water meter testing services, not to exceed

Type Consent Item

Budgeted Yes

iv. Monroe Truck Equipment Inc. \$139,814.00

Freightliner Dump Truck Buildout

Type Consent Item

Budgeted Yes

v. Total of Purchase Orders is \$242,801.50

Type Consent Item

Budgeted

d. Total of Purchase Order(s) and Finance Ordinance(s)

i. Total to be announced at the meeting

Type Consent Item

Budgeted

e. Decrease in Available Class 2 Liquor Licenses

Board to consider an ordinance reducing the number of available Class 2 liquor licenses by one (1) due to the closure of TQLA Westmont, LLC, d/b/a TQLA Mexican Kitchen and Cantina, 19 W. Ogden Avenue, Westmont.

Background of Subject Matter

This restaurant advised the Village that it was permanently closing its business on June 28, 2026, and this restaurant did in fact cease its operations on that date. The Liquor Commissioner has declared TQLA's Class 2 liquor license as forfeited due to this closure. The Village Board is

requested to reduce the number of available Class 2 liquor licenses by one (1) due to this forfeiture and to amend Chapter 10, Section 10-39 of the Village Code to reflect this reduction in available liquor licenses.

Recommendation

Approve

Type Ordinance

8. UNFINISHED BUSINESS

9. NEW BUSINESS

a. Increase in Class 2 Liquor Licenses by One

Board to consider an ordinance increasing the number of available Class 2 liquor licenses by one (1) for Railhaus Hospitality Group LLC d/b/a Rail & Rye at 7 West Quincy, Westmont, IL.

Background of Subject Matter

Railhaus Hospitality Group LLC d/b/a Rail & Rye at 7 W. Quincy has applied for a Class 2 liquor license. Both owners have gone through a background check and no reason to deny them was found. Rail & Rye will be a restaurant. The owner's intention is to make this location their flagship and eventually open other Rail & Ryes in the western suburbs. They may resemble a sports bar, but were clear this is a restaurant.

Recommendation

Approve

Type Ordinance

Budgeted

b. Increase the available Class 19 liquor licenses

Board to consider an ordinance increasing the available number of Class 19 liquor licenses by one for BAM Theater at 520 North Cass Avenue, Westmont.

Background of Subject Matter

BAM Theater has been in business for approximately 1 year and has been successful, offering live theater performances. The request is for the ability to sell alcoholic beverages to customers to enjoy at the theater as an amenity. A background check failed to reveal reasons to deny issuance of a liquor license. Staff will be BASSET trained and alcohol will only be sold during theater events or private parties.

Recommendation

Approve

Type Ordinance

Budgeted

c. Zoning and Land-Use Map Amendments - Downtown Core

Board to consider an ordinance approving requests from the Village of Westmont for the following:

1. Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the B-1 Downtown Edge District to the B-1(A) Downtown Core District.

2-8 ½ North Cass Avenue; 2- 10, 10a, and 10b West Burlington Avenue PIN(s): 09-09- 222-027	19 North Cass Avenue PIN(s): 09-10- 112-011	29-31 North Cass Avenue PIN(s): 09-10- 112-007; 09-10-112-006	38 North Cass Avenue PIN(s): 09-09- 222-014	110 North Cass Avenue PIN(s): 09-09- 215-023	132 North Cass Avenue PIN(s): 09-09- 215-015
10 North Cass Avenue PIN(s): 09-09- 222-026	20 North Cass Avenue PIN(s): 09-09- 222-022	30 North Cass Avenue PIN(s): 09-09- 222-018	39 North Cass Avenue PIN(s): 09-10- 112-003; 09-10-112-002	111 North Cass Avenue PIN(s): 09-10- 108-008	134 North Cass Avenue PIN(s): 09-09- 215-014; 09-09-215-013
13 North Cass Avenue PIN(s): 09-10- 112-014	21 North Cass Avenue PIN(s): 09-10- 112-010	32 North Cass Avenue PIN(s): 09-09- 222-017	41 North Cass Avenue PIN(s): 09-10- 112-001	113 North Cass Avenue PIN(s): 09-10- 108-007	136 North Cass Avenue PIN(s): 09-09- 215-012
14 North Cass Avenue PIN(s): 09-09- 222-025	22 North Cass Avenue PIN(s): 09-09- 222-021	33 North Cass Avenue PIN(s): 09-10- 112-005	42 North Cass Avenue PIN(s): 09-09- 222-013	116-120 North Cass Avenue PIN(s): 09-09- 215-025	12 West Burlington Avenue PIN(s): 09-09- 222-012
15 North Cass Avenue PIN(s): 09-10- 112-013	24 North Cass Avenue PIN(s): 09-09- 222-020	34 North Cass Avenue PIN(s): 09-09- 222-016	100 North Cass Avenue PIN(s): 09-09- 215-024	117 North Cass Avenue PIN(s): 09-10- 108-006	14 West Burlington Avenue PIN(s): 09-09- 222-011
17 North Cass Avenue PIN(s): 09-10- 112-012	25 North Cass Avenue PIN(s): 09-10- 112-009; 09-10-112-008	35 North Cass Avenue PIN(s): 09-10- 112-004	101 North Cass Avenue PIN(s): 09-10- 108-011; 09-10-108-010	124 North Cass Avenue PIN(s): 09-09- 215-018	16 West Burlington Avenue PIN(s): 09-09- 222-010
18 North Cass Avenue PIN(s): 09-09- 222-023; 09-09-222-024	26-28 North Cass Avenue PIN(s): 09-09- 222-019	36 North Cass Avenue PIN(s): 09-09- 222-015	109 North Cass Avenue PIN(s): 09-10- 108-009	128 North Cass Avenue PIN(s): 09-09- 215-017; 09-09-215-016	35 South Cass Avenue PIN(s): 09-10- 303-051
18 West Burlington Avenue PIN(s): 09-09- 222-009	7-11 West Quincy Street PIN(s): 09-09- 407-022	17 West Quincy Street PIN(s): 09-09- 407-002	1 South Cass Avenue PIN(s): 09-10- 300-017	21 South Cass Avenue PIN(s): 09-10- 303-003	
20 West Burlington Avenue PIN(s): 09-09- 222-008	13 West Quincy Street PIN(s): 09-09- 407-004	19-23 West Quincy Street; 7 South Lincoln Street PIN(s): 09-09- 407-001	15 South Cass Avenue PIN(s): 09-10- 303-001	25 South Cass Avenue PIN(s): 09-10- 303-004	

1-5 West Quincy Street PIN(s): 09-09-407-027	15 West Quincy Street PIN(s): 09-09-407-003	15 East Quincy Street PIN(s): 09-10-303-008	19 South Cass Avenue PIN(s): 09-10-303-002	138-140 North Cass Avenue PIN(s): 09-09-215-011
28-44 South Cass Avenue PIN(s): 09-09-407-023; 09-09-430-001; 09-09-430-002; 09-09-430-003; 09-09-430-004; 09-09-430-005; 09-09-430-006; 09-09-430-007; 09-09-430-008; 09-09-430-009; 09-09-430-010; 09-09-430-011; 09-09-430-012; 09-09-430-013; 09-09-430-014; 09-09-430-015; 09-09-430-016; 09-09-430-017; 09-09-430-018; 09-09-430-019; 09-09-430-020; 09-09-430-021; 09-09-430-022; 09-09-430-023; 09-09-430-024				
1 North Cass Avenue Legal Description: LOTS 16 THRU 22 IN BLOCK 13 IN ARTHUR T. MCINTOSH AND COMPANY'S FIRST ADDITION TO WESTMONT, BEING A SUBDIVISION IN THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 10, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 10, 1921 AS DOCUMENT 150101, AND ALSO, THE VACATED 16 FOOT ALLEY BETWEEN LOT 18 AND LOTS 19 THRU 22 IN AFORESAID BLOCK 13, AND ALSO, THAT PART OF BURLINGTON AVENUE LYING EAST OF CASS AVENUE AND BETWEEN LOTS 7 AND 8 IN BLOCK 12 AND LOTS 16 THRU 19 IN SAID BLOCK 13 MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 19, THENCE NORTH 01 DEGREES 51 MINUTES 52 SECONDS WEST ALONG THE EAST LINE OF SAID CASS AVENUE 46.02 FEET, THENCE NORTH 89 DEGREES 36 MINUTES 48 SECONDS EAST 25.00 FEET, THENCE NORTH 00 DEGREES 23 MINUTES 12 SECONDS WEST 20.00 FEET TO THE SOUTH LINE OF SAID LOT 8, THENCE ALONG SAID SOUTH LINE SOUTH 89 DEGREES 36 MINUTES 48 SECONDS WEST 85.00 FEET, THENCE SOUTH 00 DEGREES 23 MINUTES 12 SECONDS EAST 16.00 FEET, THENCE NORTH 89 DEGREES 36 MINUTES 48 SECONDS EAST 181.50 FEET, THENCE SOUTH 00 DEGREES 23 MINUTES 12 SECONDS EAST TO THE NORTH LINE OF SAID LOT 16, THENCE SOUTH 89 DEGREES 36 MINUTES 48 SECONDS WEST ALONG THE NORTH LINES OF SAID LOTS 16 THRU 19 A DISTANCE OF 290.32 FEET TO THE POINT OF BEGINNING, AND ALSO, THAT PART OF LOTS 15 AND 23 IN AFORESAID BLOCK 13 LYING WEST OF THE FOLLOWING DESCRIBED LINE: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 23, THENCE NORTH 89 DEGREES 36 MINUTES 48 SECONDS EAST ALONG THE SOUTH LINE OF SAID LOT 23 A DISTANCE OF 351.80 FEET FOR THE POINT OF BEGINNING, THENCE NORTH 00 DEGREES 23 MINUTES 12 SECONDS WEST 150.00 FEET, THENCE NORTH 28 DEGREES 54 MINUTES 39 SECONDS EAST 28.61 FEET TO THE NORTH LINE OF SAID LOT 15, ALL IN DUPAGE COUNTY, ILLINOIS				

2. Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the M-1 Limited Manufacturing District to the B-1(A) Downtown Core District.

20-26 East Quincy Street PIN(s): 09-10-300-014; 09-10-300-016

3. Comprehensive Plan Map Amendment to change the future land use designation of the properties listed below, all in Westmont, Illinois, 60559, from Single Family Attached Residential to Downtown Mixed-Use.

20-26 East Quincy Street PIN(s): 09-10-300-014; 09-10-300-016

4. Zoning Map Amendment to rezone the split-zoned property listed below, in Westmont, Illinois, 60559, from the B-1 Downtown Edge District and the R-3 Single-Unit Residential District to the B-1(A) Downtown Core District.

139 North Cass Avenue PIN(s): 09-10-108-019

5. Comprehensive Plan Map Amendment to change the future land use designation of the property listed below, in Westmont, Illinois, 60559, from Single Family Detached Residential to Downtown Mixed-Use.

139 North Cass Avenue PIN(s): 09-10-108-019

6. Zoning Map Amendment to rezone the split-zoned property listed below, in Westmont, Illinois, 60559, from being partially unzoned and from the R-5

General Residential District to the B-1(A) Downtown Core District.
18 West Quincy Street PIN(s): 09-09-502-007

Background of Subject Matter

The Village of Westmont seeks Zoning Map Amendments to rezone the properties to the B-1(A) Downtown Core District, which will eliminate two split-zoned properties. The Village has also requested Comprehensive Plan Amendments from Single Family Detached Residential and Single Family Attached Residential to Downtown Mixed-Use. Like the requested map amendment, the future land use will be more consistent and align with the existing land uses of the property and potential redevelopment opportunities. Following the August 2025 adoption of the B-1(A) Downtown Core and R-7 Downtown Residential districts, the Village is now pursuing rezoning to better align with the 2013 Comprehensive Plan and 2015 Commercial Design Guidelines. The B-1(A) district aims to foster vibrant, dense, main-street storefront development within the downtown, with boundaries generally extending one block from the Westmont Metra Station and reaching north to Norfolk Street.

Recommendation

The Planning & Zoning Commission held a public hearing on this case during its regular meeting on June 10, 2026, where the Commission unanimously recommended approval of all requests (5-0, 2 absent). At the public hearing, members of the public raised concerns about the B-1(A) northern and eastern boundaries, concerns about redevelopment negatively affecting the existing Downtown character, and concerns about future developments straining traffic and parking. Other members of the public expressed support for the rezoning, hoping to see new development complement and enhance Downtown Westmont.

d. Zoning Map Amendments - Downtown Edge

Board to consider an ordinance approving a request from the Village of Westmont for the following:

- 1. Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the R-5 General Residential District to the B-1 Downtown Edge District.

45 West Quincy Street PIN(s): 09-09-406-001	26 West Burlington Avenue PIN(s): 09-09-221-021	32-34 West Burlington Avenue PIN(s): 09-09-221-017 ; 09-09-221-018	5 North Grant Street PIN(s): 09-09-221-015
22 West Burlington Avenue PIN(s): 09-09-221-022	30 West Burlington Avenue PIN(s): 09-09-221-023	38 West Burlington Avenue PIN(s): 09-09-221-016	

Background of

Subject Matter

Following the August 2025 adoption of zoning amendments that established the "Downtown Edge" (B-1) district, the Village of Westmont is seeking a Zoning Map Amendment to rezone subject properties from R-5 General Residential to B-1. This proposal aligns with the 2013 Comprehensive Plan's vision for mixed-use development that transitions in scale from the intense Downtown Core to adjacent residential areas. Influenced by the 2013 Comprehensive Plan and 2015 Commercial Design Guidelines, the request aims to provide greater clarity for property owners while accommodating

flexible, smaller-scale building types.

Recommendation

The Planning & Zoning Commission held a public hearing on this case during its regular meeting on June 10, 2026, where the Commission unanimously recommended approval of the request (5-0, 2 absent). At the public hearing, a property owner who owns multiple properties in the proposal area voiced support for the rezoning. Members of the public raised concerns about redevelopment negatively affecting the existing Downtown character, and concerns about future developments straining traffic and parking. Other members of the public expressed support for the rezoning, hoping to see new development complement and enhance Downtown Westmont.

e. **Zoning and Land-Use Map Amendments - Downtown Residential**

Board to consider an ordinance approving requests from the Village of Westmont for the following:

1. Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the R-5 General Residential District to the R-7 Downtown Residential District.

100 West Quincy Street PIN(s): 09-09-227-002; 09-09-227-001	321 West Quincy Street PIN(s): 09-09-400-019	139 West Quincy Street PIN(s): 09-09-403-002	208 West Burlington Avenue PIN(s): 09-09-218-023	227 West Quincy Street PIN(s): 09-09-429-001	316 West Burlington Avenue PIN(s): 09-09-216-031
101 West Quincy Street PIN(s): 09-09-404-007	100 West Burlington Avenue PIN(s): 09-09-220-023	140 West Quincy Street PIN(s): 09-09-226-039	210 West Burlington Avenue PIN(s): 09-09-218-019	229 West Quincy Street PIN(s): 09-09-429-002	320 West Burlington Avenue PIN(s): 09-09-216-022
105 West Quincy Street PIN(s): 09-09-404-006	104 West Burlington Avenue PIN(s): 09-09-220-022	141 West Quincy Street PIN(s): 09-09-403-001	212 West Burlington Avenue PIN(s): 09-09-218-018	231 West Quincy Street PIN(s): 09-09-401-004	1-5 North Washington Street PIN(s): 09-09-219-015
107 West Quincy Street PIN(s): 09-09-404-005	106 West Burlington Avenue PIN(s): 09-09-220-021; 09-09-220-020	144 West Quincy Street PIN(s): 09-09-226-038	216 West Burlington Avenue PIN(s): 09-09-218-017	235 West Quincy Street PIN(s): 09-09-401-003	1-5 North Hudson Street PIN(s): 09-09-218-016
109 West Quincy Street PIN(s): 09-09-404-004	112 West Burlington Avenue PIN(s): 09-09-220-019	148 West Quincy Street PIN(s): 09-09-226-037	220 West Burlington Avenue PIN(s): 09-09-217-024	240 West Quincy Street PIN(s): 09-09-224-001	32 East Burlington Avenue PIN(s): 09-10-113-009
113 West Quincy Street PIN(s): 09-09-404-024	114 West Burlington Avenue PIN(s): 09-09-220-018	205 West Quincy Street PIN(s): 09-09-402-005	222 West Burlington Avenue PIN(s): 09-09-217-023	241 West Quincy Street PIN(s): 09-09-401-002	100 East Burlington Avenue PIN(s): 09-10-114-013
115 West Quincy Street PIN(s): 09-09-404-023	116 West Burlington Avenue PIN(s): 09-09-220-017	207 West Quincy Street PIN(s): 09-09-402-004	224 West Burlington Avenue PIN(s): 09-09-217-022	243 West Quincy Street PIN(s): 09-09-401-001	102 East Burlington Avenue PIN(s): 09-10-114-014

117 West Quincy Street PIN(s): 09-09-404-022	120 West Burlington Avenue PIN(s): 09-09-220-016	213 West Quincy Street PIN(s): 09-09-402-003	226 West Burlington Avenue PIN(s): 09-09-217-021	300 West Quincy Street PIN(s): 09-09-223-002	108 East Burlington Avenue PIN(s): 09-10-114-015
119 West Quincy Street PIN(s): 09-09-404-021	126 West Burlington Avenue PIN(s): 09-09-219-021	215 West Quincy Street PIN(s): 09-09-402-002	230 West Burlington Avenue PIN(s): 09-09-217-020	301 West Quincy Street PIN(s): 09-09-400-005	114 East Burlington Avenue PIN(s): 09-10-114-016
121 West Quincy Street PIN(s): 09-09-404-001	128 West Burlington Avenue PIN(s): 09-09-219-020	216 West Quincy Street PIN(s): 09-09-225-001	234 West Burlington Avenue PIN(s): 09-09-217-025	305 West Quincy Street PIN(s): 09-09-400-004	205 East Burlington Avenue PIN(s): 09-10-120-010
125 West Quincy Street PIN(s): 09-09-403-005	130 West Burlington Avenue PIN(s): 09-09-219-019	217 West Quincy Street PIN(s): 09-09-402-019	238 West Burlington Avenue PIN(s): 09-09-217-016; 09-09-217-017	309 West Quincy Street PIN(s): 09-09-400-003	17 North Linden Avenue PIN(s): 09-10-113-008
129 West Quincy Street PIN(s): 09-09-403-004	132 West Burlington Avenue PIN(s): 09-09-219-018	219 West Quincy Street PIN(s): 09-09-402-020	300 West Burlington Avenue PIN(s): 09-09-216-023; 09-09-216-024; 09-09-216-025; 09-09-216-026	315 West Quincy Street PIN(s): 09-09-400-002	16 North Warwick Avenue PIN(s): 09-10-113-016
135 West Quincy Street PIN(s): 09-09-403-003	134 West Burlington Avenue PIN(s): 09-09-219-017	221 West Quincy Street PIN(s): 09-09-401-020	306 West Burlington Avenue PIN(s): 09-09-216-020; 09-09-216-019	316 West Quincy Street PIN(s): 09-09-223-001	16 North Wilmette Avenue PIN(s): 09-10-114-017
136 West Quincy Street PIN(s): 09-09-226-040	140 West Burlington Avenue PIN(s): 09-09-219-016	222 West Quincy Street PIN(s): 09-09-224-002	310 West Burlington Avenue PIN(s): 09-09-216-028	312 West Burlington Avenue PIN(s): 09-09-216-027	19 North Wilmette Avenue PIN(s): 09-10-115-007
317 West Quincy Street PIN(s): 09-09-400-018	200 West Burlington Avenue PIN(s): 09-09-218-021	206 West Burlington Avenue PIN(s): 09-09-218-022	225 West Quincy Street PIN(s): 09-09-401-021	314 West Burlington Avenue PIN(s): 09-09-216-032	
Unaddressed West Quincy Street (Quincy Street Station Homes) PINS(s): 09-09-226-041; 09-09-226-023; 09-09-226-024; 09-09-226-025; 09-09-226-026; 09-09-226-027; 09-09-226-028; 09-09-226-029; 09-09-226-030; 09-09-226-031; 09-09-226-032; 09-09-226-033; 09-09-226-034; 09-09-226-035; 09-09-226-036					

2. Comprehensive Plan Amendment to change the future land use designation of the properties listed below, all in Westmont, Illinois, 60559, from Single Family Detached Residential to Single Family Attached Residential.

32 East Burlington Avenue PIN(s): 09-10-113-009	100 East Burlington Avenue PIN(s): 09-10-114-013	102 East Burlington Avenue PIN(s): 09-10-114-014	114 East Burlington Avenue PIN(s): 09-10-114-016	17 North Linden Avenue PIN(s): 09-10-113-008
16 North Warwick Avenue PIN(s): 09-10-113-016	16 North Wilmette Avenue PIN(s): 09-10-114-017	19 North Wilmette Avenue PIN(s): 09-10-115-007	108 East Burlington Avenue PIN(s): 09-10-114-015	

3. Comprehensive Plan Amendment to change the future land use designation of the property listed below, in Westmont, Illinois, 60559, from Public/Semi Public to Single Family Attached Residential.

205 East Burlington Avenue PIN(s): 09-10-120-010

Background of Subject Matter

In August 2025, the Village adopted comprehensive amendments that established the B-1(A) Downtown Core and R-7 Downtown Residential districts, while renaming the B-1 Limited Business District to "Downtown Edge." The R-7 district was specifically created to effectively manage transitional residential uses on the periphery of downtown—a role the broader R-5 district could not adequately fulfill. This new classification preserves the property rights of existing single-family owners while facilitating more focused redevelopment opportunities. To further align with these goals, the Village of Westmont is requesting a Zoning Map Amendment to rezone the proposal area from R-5 to R-7. Additionally, the Village seeks Comprehensive Plan amendments for the Eastern Section to redesignate future land use from Single Family Detached Residential and Public/Semi-Public to Single Family Attached Residential. If approved, these changes will achieve greater consistency between zoning and land use designations across the entire proposal area.

Recommendation

The Planning & Zoning Commission held a public hearing on this case during its regular meeting on June 10, 2026, where the Commission unanimously recommended approval of all requests (5-0, 2 absent). At the public hearing, members of the public voiced concerns about redevelopment negatively affecting the existing Downtown character, and concerns about future developments impacting traffic. Other members of the public expressed support for the rezoning, hoping to see new development complement and enhance Downtown Westmont. Many members of the public expressed concerns about if and how existing detached homes will be affected by the rezoning.

f. **Agreement For Consultant Services with Houseal Lavigne Associates, LLC. - Westmont Comprehensive Plan, Downtown Streetscape Master Plan, and Downtown Parking Study**

Board to consider an ordinance approving an agreement with Houseal Lavigne Associates, LLC. and sub-consultants RVi Planning + Landscape Architecture and Kenig, Lindgren, O'Hara, Aboona, Inc., to prepare a Comprehensive Plan, a Downtown Streetscape Master Plan, and Downtown Parking Study.

Background of Subject Matter

The Village of Westmont sought proposals from Illinois-based planning

consultants to prepare a new Comprehensive Plan and Downtown Streetscape Master Plan. The current Comp Plan, adopted in 2013 as an update to the 1998 version, is due for replacement. The new plan will guide community development, economic growth, public investment, and decision-making for the next 15–20 years. Additionally, the consultant will also include a downtown parking study to help guide these two plans within the Village's Downtown. The not-to-exceed price for these services is \$250,000.00, excluding expenses and any supplemental services requested by the Village. The ordinance approving this agreement will authorize staff to finalize edits to the agreement and exhibits, including timeline and scope prior to execution.

Additional Background

The Village issued a Request for Proposals (RFP) on December 15, 2025, and received seven responses. Staff subsequently conducted four interviews before selecting a consultant. However, the initially selected consultant contract was terminated when the Village lost confidence in their capacity to deliver the necessary level of service after several unplanned staffing changes. Subsequently, the Village entered contract negotiations with Houseal Lavigne Associates., LLC.

Type Ordinance

Budgeted

g. **Award of Bid Proposal- 328 S. Wilmette Ave Fence Replacement Project**

Board to consider an ordinance awarding the bid proposal from Alliance Allied Inc. for the 328 S. Wilmette Ave Fence Replacement Project and authorizing a contract consistent with the bid documents.

Background of Subject Matter

The Village accepted bid proposals from two contractors for the 328 S. Wilmette Ave Fence Replacement Project. The bids were \$278,495.00 and \$304,140.05. The low bid was 7.17% lower than the Engineer's cost estimate of \$300,000.00. Staff has checked references for this contractor and the references were satisfactory.

Additional Background

This project will consist of the replacement of the fencing at the Public Works yard located at 328 S. Wilmette Ave. The portions adjacent to the residential properties will be replaced with cedar and the portions adjacent to Wilmette Avenue and 55th Street will be replaced with chain link with privacy slats. An interior fence will be installed around the telecommunications equipment to separate it from the rest of the site. The gates to the site will also be replaced. This project is a component of various site improvements to be conducted at this location over the next 6-12 months.

Recommendation

Staff recommends awarding the bid of \$278,495.00 to Alliance Allied Inc.

Type Ordinance

Budgeted Yes

h. **Exercise of Option Year 1- Fire Hydrant Painting**

Board to consider an ordinance exercising the first option year of the contract with GoPainters, Inc. for fire hydrant restoration and painting.

Background of Subject Matter

In 2025, through a joint bid with the municipalities of Downers Grove, Burr Ridge, Willowbrook, Carol Stream, Bartlett, Woodridge, Roselle and Lisle, the municipalities found GoPainters INC, to be the lowest responsible bidder for a Hydrant Sandblasting and Painting Program. The bid consisted of an initial base year with options to extend an additional two years at respective 1.27% and 1.50% contract price increases. The base year contract was approved at the April 17, 2025 Village Board meeting.

Additional Background

Public Works has a budget of \$28,000 for this year's hydrant restoration work. This would equate to 281 hydrants sandblasted, primed and two coats of safety red top coat to be applied for FY2026. Staff recommends exercising the first option year of the contract for an amount not to exceed \$28,000.

Recommendation

Approve

Type Ordinance

Budgeted Yes

i. **Hilton Chicago Oak Brook Hills Resort - Hotel / Motel Grant Request**

Board to consider a motion awarding a Hotel/Motel Grant in the amount of \$3,723.00 to the Hilton Chicago Oak Brook Hills Resort.

Background of Subject Matter

The hotel is hosting a July 4th celebration featuring the Rolling Stones cover band, Rocks Off (the band) and has a contract to pay the band \$5,500.00.

This event is expected to generate visitors and overnight stays within the Village. The hotel estimates that at least 328 out of the total 386 rooms will be occupied as a result of the band and the overall, July 4th festivities at the hotel. Discover DuPage has estimated that the total impact on Village hotel/motel tax revenue would be \$3,723.00. Hotel guests are also expected to generate sales and service revenues not only at the hotel, but for our local Westmont businesses as a whole.

Additional Background

This grant request was not specifically budgeted as part of the 2026 budget, but the Village has sufficient hotel/motel tax reserves to pay for this request.

Recommendation

Approve

Type Motion

Budgeted

j. **Fire Pension Trustee Appointments**

Board to consider a motion approving Mayor Nero's reappointment of Megan Williams and reappointment of Spencer Parker as members of the Board of Trustees of the Westmont Fire Pension Fund.

Background of Subject Matter

The two civilian members appointed by the Mayor serve 3-year terms. The current Board also includes one active participant.

Additional Background

In the future, if the pension membership grows, the Pension Board could include one additional active member and one beneficiary. Active and beneficiary members would be elected by their respective members.

Recommendation

Approval

Type Motion

Budgeted

10. MISCELLANEOUS

11. EXECUTIVE SESSION

This Board may adjourn to closed session to discuss matters so permitted and may act upon such matters upon returning to open session.

12. ADJOURN

Note: Any person who has a disability requiring a reasonable accommodation to participate in the meeting should contact the ADA Compliance Officer, 9:00 A.M. to 4:00 P.M. Monday through Friday, Village of Westmont, Illinois, 60559; or telephone (630) 981-6210 voice, within a reasonable time before the meeting. Listen Everywhere, an assistive listening, mobile app, is now available to visitors attending Board and Commission Meetings held in the Village Hall Board Room.

<https://westmont.illinois.gov/581/ADA-Listen-Everywhere>



Clerk's Office
Village of Westmont

MINUTES OF THE BOARD MEETING HELD **Thursday, June 25, 2026**

Mayor Pro-Tem Guzo called the meeting to order at **6:00 P.M.**

WESTMONT VILLAGE BOARD MEETING ROLL CALL:

PRESENT:	Mayor Nero	<u>A</u>	Clerk A. Szymski	<u>P</u>
TRUSTEES:	Barker	<u>A</u>	Parrilli	<u>P</u>
	Guzzo	<u>P</u>	Plowman	<u>P</u>
	Liddle	<u>P</u>	Scales	<u>A</u>

STAFF:

Gunther (Village Manager)	<u>P</u>	Parker (Assistant Manager)	<u>P</u>	Brainerd (H.R. Director)	<u>P</u>
Hennerfeind (CDD Director)	<u>P</u>	Mulhearn (Deputy Liquor Commissioner)	<u>A</u>	Liljeberg (I.T.)	<u>P</u>
Chief Wiebler (Police Department)	<u>P</u>	D.C. Thompson (Police Department)	<u>A</u>	Altic (Finance Director)	<u>P</u>
Chief Riley (Fire Department)	<u>A</u>	D.C.Frank (Fire Department)	<u>P</u>	Mielcarski (Gov't Services)	<u>P</u>
Richards (Deputy Village Clerk)	<u>A</u>	Babyar (Communications)	<u>P</u>	Ries (Public Works Director)	<u>P</u>

ATTORNEY: Zemenak P Lampariello A

A QUORUM WAS PRESENT TO TRANSACT BUSINESS.

PRESS:

Bugle A

Westmont Chamber President: A

THOSE PRESENT RECITED THE PLEDGE OF ALLEGIANCE.

Mayor Nero welcomed everyone to the meeting.

OPEN FORUM:

- Susan Steinmiller, 1012 S. Williams Street Unit 3: 1) Looking for support for the 708 Mental Health Referendum. 2) Would like more forest preserves in Westmont.
- Bonnie Wayman, 248 Robison Lane: 1) Talked about the Blue Envelope Program that you can keep in your car on the dashboard to let police officers know you are on the spectrum

and may not react in a predictable way. 2) Shout out to the Planning and Zoning Commission who stayed late during a nasty rain storm to hold the meeting. 3) Wanted to give a shout out to Holliday for their presentation at Holy Trinity for the proposed 1 N Cass Building.

VOTING KEY: **A=ABSENT** **AB=ABSTAIN** **N=NO** **W=Withdrawn**
 P=PRESENT **Y=YES** **R=RECUSE**

Note: *The items listed in these minutes are summaries only and are not meant to be a direct transcript of the Mayor’s, Manager’s, Clerk’s and Trustees’ comments. For actual quotes of the referenced items please refer to the Archival video copy of this meeting.*

VOTING SUMMARY

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
TRUSTEE BARKER	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>
TRUSTEE GUZZO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE LIDDLE	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE PARRILLI	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE PLOWMAN	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE SCALES	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>
	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	
TRUSTEE BARKER	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	
TRUSTEE GUZZO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	
TRUSTEE LIDDLE	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	
TRUSTEE PARRILLI	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	
TRUSTEE PLOWMAN	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	
TRUSTEE SCALES	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	

REPORTS

Mayor Nero was absent, his report was given by Trustee Guzzo

- **Independence Day Celebration at Ty Warner Park** - Join us on the 4th of July to celebrate America’s 250th Birthday for food, games, fun, a drone show and fireworks presented by the Westmont Park District.

Trustee Guzzo

- **Fire Public Safety Committee** - is July 23, 4:30 pm at Village Hall.

Clerk Szymski

- **Village office Closures** - Village Hall and other Village offices will be closed on July 3rd in observance of Independence Day.
- **Community Garage Sales** - The annual Westmont Community Garage Sales, coordinated by the Westmont Special Events organization, are scheduled for August 7th, 8th and 9th. Details are on the Village website.

Trustee Scales was absent, his report was given by Trustee Guzzo

- **Community Development Committee update** -The next meeting is July 9th at 4:30 pm here in Village Hall. Everyone is invited.
- **Permit Fee Waiver Program** - Permit applications must be submitted online with all required documents. The submission process will begin September 1st and end on October 31st. Details on the Village website.

Trustee Parrilli

- **Public Works Water Quality Report** - Has been out and published you can find it on the Village website. If you want a paper copy they're available at the library, Police Department Public Works and Village Hall.
- **Sidewalk Sawing** - The Village's contractor, Safe Step, has started removing trip hazards in the Village, starting on Linden and working towards Washington, between Naperville and Burlington.
- **Construction Updates** - Lots going on in the Village, please check our website for the latest construction information.

Trustee Plowman

- **Police Public Safety Committee Meeting** - August 6th, Village Hall at 4:30pm.
- **Citizen's Police Academy** - Registration is now open. Details and sign up are on the Village website and police department facebook page.
- **Police Department National Night Out** - August 4th, This block party style event is an annual community building event that promotes positive partnerships between law enforcement and the community.
- Recapped of last week's vehicle Cruisin' Nights. It was an amazing event.
- Had an opportunity to visit J's Coffee and the food and coffee was delicious.
- Construction is completed at Beauty and the Baker.

Trustee Liddle

- **Administration/ Finance Committee** - September 3rd, 4:30pm at Village Hall. Everyone's invited to attend.
- Tonight's Meeting for Administration and Finance was cancelled.
- **Cruisin' Nights** - Every Thursday night for the month of June, July and August from 5pm - 9pm on Cass Avenue. The website for Westmont Special Events has posted all of the themes for the shows every week.
- **Taste of Westmont** - July 9th - 12th. There are many volunteer opportunities for those who are interested. More details can be found on westmontevents.com. Mark Forner, the original lead singer of Grand Funk Railroad, will be performing on Saturday Night. Chicago's best tribute band, Dancing Queen, performing the music of ABBA will be on Friday Night. The Country's best Chris Stapleton tribute band called Tennessee Whiskey will be performing on Saturday Night. Country music artist Ally Walker will be performing Sunday Night. There will also be over hundred musicians performing over the weekend. The new South stage will be located on Cass North of Burlington. Great food, great vendors, all ages, carnival and more. Go to westmontevents.com for more information.

Trustee Barker was absent, his report was given by Trustee Liddle

- **Environmental Improvement Committee Meeting** - August 3rd.
- **Call for Artists & Performing Artists** - A call for performing artists for dance, theater,

music and art for the September 12th & 13th Vision and Vibe Fest 2026 has gone out. This event has already been published. Please see the website for more information and to sign up.

ITEMS TO BE REMOVED FROM CONSENT AGENDA:

- No items to be removed from the consent agenda.

(1) CONSENT AGENDA [Omnibus Vote]:

Village Manager Gunther addressed the Board on this agenda item.

(A) VILLAGE BOARD MINUTES

Board Meeting Minutes

- Board to consider approving the following:
 - Minutes of the Village Board held on **June 11, 2026**.

(B) FINANCE ORDINANCE

- Finance Ordinance # 13 **\$ 2,380,592.51**

(C) PURCHASE ORDERS: None

(D) TOTAL OF PURCHASE ORDER(S) AND FINANCE ORDINANCE(S): **\$2,380,592.51**

Motion by **Trustee Liddle** to consider the consent agenda.
Seconded by **Trustee Plowman** and the motion passed.

VOTE ON MOTION #1

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

UNFINISHED BUSINESS

(2) AMENDMENT TO AGREEMENT WITH LEOPARDO CONSTRUCTION

Public Works Director Ries addressed the Village Board.

Motion by **Trustee Liddle** to consider an ordinance approving a First Amendment to the Agreement with Leopardo Construction, Inc. which accepts the Guaranteed Maximum Price exhibit and other exhibits for the Fire Department Headquarters.

Seconded by **Trustee Plowman** and the motion passed.

VOTE ON MOTION #2

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

NEW BUSINESS

(3) VARIANCE - 29 NORTH WASHINGTON STREET - LOT COVERAGE

Community Development Director Hennerfiend and Attorney Zemenak addressed the Village Board.

Motion by **Trustee Plowman** to consider an ordinance approving a request from Richard Strohmaier Jr. for property at 29 North Washington street, Westmont, Illinois, 60559, for a Zoning Ordinances Variance to the maximum lot coverage of 40% in the R-3 Single-Unit Residential District for only the northernmost patio and a walkway being allowed..

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #3

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

(4) MAJOR SITE PLAN APPROVAL - 6120 SOUTH CASS AVENUE - DAYCARE CENTER

Community Development Director Hennerfiend and Megan O'Connor addressed the Village Board.

Motion by **Trustee Liddle** to consider an ordinance approving a request from 814 CRE, LLC (Petitioner), and Encore CW, LLC (Owner), for the property at 6120 South Cass Avenue, Westmont, Illinois, 60559, for a Major Site Plan Approval for a Day Care Center in the C-1 Commercial District.

Seconded by **Trustee Parrilli** and the motion passed.

VOTE ON MOTION #4

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

(5) SPECIAL USE PERMIT - 909 OAKWOOD DRIVE (WESTMONT HS) - ELECTRONIC MESSAGE BOARD SIGN

Community Development Director Hennerfiend and Courtney Templeton addressed the Village Board.

Motion by **Trustee Plowman** to consider an ordinance approving a request from Community Unit School District 201 for the property at 909 Oakwood Drive, Westmont, Illinois, 60559, for a Special Use Permit for an electronic message board sign for Westmont High School in the R-3 Single-Unit Residential District.

Seconded by **Trustee Parrilli** and the motion passed.

VOTE ON MOTION #5

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

(6) SPECIAL USE PERMIT - 38 SOUTH CASS AVENUE - MAHJONG STUDIO (THE MAHJ HOUSE)

Community Development Director Hennerfiend and Melissa Muller addressed the Village Board.

Motion by **Trustee Liddle** to consider an ordinance approving a request from The Mahj House, LLC, d/b/a The Mahj House (Petitioner), and Richmond Station LLC (Owner), for the property at 38 South Cass Avenue, Westmont, Illinois, 60559, for a Special Use Permit to operate an Indoor Other Participant Entertainment business (mahjong studio) in the B-1 Downtown Edge District.

Seconded by **Trustee Plowman** and the motion passed.

VOTE ON MOTION #6

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

(7) AWARD OF BID PROPOSAL- 2026 MFT DES MOINES STREET RECONSTRUCTION PROJECT

Public Works Director Ries addressed the Village Board.

Motion by **Trustee Liddle** to consider an ordinance awarding the bid proposal from Schroeder Asphalt Services, Inc. for the Village's 2026 MFT Des Moines Street Reconstruction Project (MFT# 26-00116-00-FP) and authorizing a contract consistent with the bid documents.

Seconded by **Trustee Parrilli** and the motion passed.

VOTE ON MOTION #7

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

(8) ENGINEERING AGREEMENT - 2026 MFT DES MOINES STREET RECONSTRUCTION PROJECT

Public Works Director Ries addressed the Village Board.

Motion by **Trustee Plowman** to consider an ordinance authorizing an engineering agreement with Thomas Engineering Group for Phase 3 construction engineering services for the 2026 MFT Des Moines Street Reconstruction Project.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #8

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

(9) RESOLUTION FOR IMPROVEMENT UNDER THE ILLINOIS HIGHWAY CODE

Public Works Director Ries addressed the Village Board.

Motion by **Trustee Liddle** to consider approval of an Illinois Department of Transportation Resolution for the Village's 2026 MFT Des Moines Street Reconstruction Project.

Seconded by **Trustee Plowman** and the motion passed.

VOTE ON MOTION #9

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

(10) ANNUAL COMPREHENSIVE FINANCIAL REPORT

Finance Director Altic and Auditor Nick Bava addressed the Village Board.

Motion by **Trustee Liddle** to consider a motion accepting the Annual Comprehensive Financial Report for the 12-month period ending December 31, 2025.

Seconded by **Trustee Parrilli** and the motion passed.

VOTE ON MOTION #10

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scale

MISCELLANEOUS

- None

(11) REQUEST FOR EXECUTIVE SESSION - 6:54 pm

Mayor Nero requested a motion to adjourn to Executive session to discuss the following:

A meeting with an external auditor pursuant to section 2(c)(29) of the Open Meetings Act.

Motion made by **Trustee Liddle**.

Seconded by **Trustee Plowman** and the motion passed.

VOTE ON MOTION #11

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

(12) ADJOURN EXECUTIVE SESSION TO RECONVENE REGULAR MEETING

Board to consider a motion to adjourn at 7:07pm

Motion made by **Trustee Liddle**.

Seconded by **Trustee Plowman** and the motion passed.

VOTE ON MOTION #12

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

(13) ADJOURNMENT - 7:07 pm

Motion by **Trustee Plowman** to adjourn the regular meeting.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #13

Ayes: Guzzo, Liddle, Parrilli, Plowman

Nays: None

Absent: Barker, Scales

MEETING ADJOURNED AT 7:07 P.M.

ATTEST:

APPROVED:

Amanda Szymiski, Village Clerk

Steven T. Nero, Mayor

Dated this 9th day of July, 2026

Westmont Chamber of Commerce & Tourism

1 S. Cass Avenue
Westmont, IL 60559 US
+16309605553
wcctb@westmontchamber.com
www.westmontchamber.com

Invoice

BILL TO
Mayor Steve Nero Village of Westmont 31 West Quincy St Westmont, IL 60559

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
683	07/02/2026	\$30,000.00	07/31/2026	Due on receipt	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Westmont Auto Group	Westmont Auto Group (WAG) Dues	1	30,000.00	30,000.00

Village of Westmont - Westmont Auto Group payment BALANCE DUE **\$30,000.00**



Village of Westmont

Purchase Order

PO Date: 2026-06-22

Page: 1 of 1

Bill To:

PUBLIC WORKS
155 E. BURLINGTON
WESTMONT, IL 60559

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **26201411**

Vendor:

M.E.SIMPSON COMPANY, INC.
3406 ENTERPRISE AVE
VALPARAISO, IN 46383-6953
Fax: 888-531-2444

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100105	800-255-1521	888-531-2444				
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
1	Leak Detection Survey Leak Detection Survey GL Account: 4154110 - 55031 - 5INF Ship To: PUBLIC WORKS 155 E. BURLINGTON WESTMONT, IL 60559	1.0	EACH	\$36,987.50	\$36,987.50	

By: *Spencer Parkes*
Authorized Signature

PO Total \$36,987.50

*All vendors must comply with applicable regulations of the Illinois Department of Human Rights.

*This order is exempt from Federal Excise Tax under title 25 USCA, and from Illinois Sales Use and Service Taxes. E9997-4320-07.

*Acceptance of this Purchase Order constitutes agreement by vendor that any action arising out of this Agreement may be commenced only in the State or Federal courts located in DuPage County and/or the Northern District of Illinois. The prevailing party shall have their attorney's fees and court costs paid by the losing party.

*The Village of Westmont will process all bills in accordance with the Illinois Government Prompt Payment Act 50 ILCS 505.



January 19, 2025

Mr. Brian Beusse
Public Works Supervisor – Water
Village of Westmont
155 E Burlington Ave
Westmont, IL 60559

RE: PROPOSAL FOR A WATER DISTRIBUTION SYSTEM LEAK SURVEY

Dear Mr. Beusse,

M.E. Simpson Co., Inc. is pleased to present the Village of Westmont our proposal for a Water Distribution System Leak Detection Survey Program. We are honored to be considered for this work and are confident our team will help make the project a success.

M.E. Simpson Co., Inc. is a Professional Services Firm dedicated to developing and providing programs and services designed to maximize peak performance for our clients' water distribution systems. Many of these programs are universally recognized as a part of "Best Management Practices" (BMPs) for utilities. We pride ourselves on delivering solid solutions using the highest quality technical and professional services by way of state-of-the-art technology and a skilled and well-trained staff of professionals. Our highly-educated engineers and technical team are committed to the success of this project. They will be ready at a moment's notice to relieve your staff's burden and ensure a seamless continuation of your services.

Our services were developed and refined to provide utilities with programs that can be customized to meet their needs. From complete "Turn-Key" services to assisting with the development of "in-house" programs for utilities, M.E. Simpson Co., Inc. serves our clients with this ultimate goal: to deliver to the public the implicit faith that **"the water is always safe to drink"**.

Thank you for your consideration and this opportunity to acquaint you with our Water Distribution System Leak Detection Services and offer this response. We are committed to exceeding your expectations.

Sincerely,

Randy Lusk
Vice President of Innovations & Solutions

Randy Lusk
Vice President of Innovations & Solutions

3406 Enterprise Avenue
Valparaiso, IN 46383

800.255.1521 P
888.531.2444 F

Randy.Lusk@mesimpson.com

SCOPE OF WORK

Water Distribution System Leak Survey

The Field Scope of Service for the Leak Survey is understood to be the following:

M.E. Simpson Co., Inc. will furnish all labor, material, transportation, tools, and equipment necessary to survey the water distribution system areas selected by the City. M.E. Simpson Co., Inc. shall be required to provide such skilled and trained personnel and equipment necessary to complete the work herein specified. **There will be a minimum of Two Persons per team working on the survey at all times.**

- ◆ Work in an orderly and **safe** manner to insure protection of the local residents, Utility employees, and the Field Staff so that no **avoidable** accidents occur.
- ◆ All Field Staff will have readily observable identification badges worn while in the field.
- ◆ The leak detection equipment to be used will be that which was described in the “Equipment to be used” section.
- ◆ Initially listen to **all fire hydrants, all accessible main line valves**, and when necessary, selected service connections in the entire distribution system by making physical contact with the valve, hydrant, pipe, or B-box. (Listening points that are not accessible will be given to the Utility and when corrected they will be listened to.)
- ◆ Listening points of contact will be: valves, hydrants, service valves or meter settings. The preference of listening points in order as follows; direct contact with the pipe, main line valves, hydrant valves, hydrants, then service valves or meter settings.
- ◆ Specific listening distances will be determined by pipe material. Metallic type pipes; no greater than 500’ between listening points. Non-Metallic AC/Concrete type pipes; no greater than 300’ between listening points. Non-Metallic PVC/HDPE type pipes; no greater than 150’ between listening points.
- ◆ A “suspected leak” log shall be maintained indicating all areas where suspected leak noise was heard. This log will be reviewed when the Project Team is verifying the suspected leak area for confirmation of the actual existence of a leak. This log will be a part of the periodic reports turned into the Utility regardless of an actual leak located in the area or not, with an explanation of the noise source.
- ◆ When leak noise has been detected and or suspected, the Project Team will verify the suspected area a second time to confirm the noise. At least four hours will pass between the initial listening of the area before a second listen and confirmation is attempted.
- ◆ The Project Team will line locate the water main and service lines in the immediate area so the correct pipe distances can be input into the leak correlator and also so that the Water Utility will have an idea of where the water main is located prior to excavation. Non-metallic pipe locations will be “interpolated” as best that can be identified, given the line location of metallic services, Utility knowledge of the area, or other information regarding the actual location of the main.

- ◆ The Project Team will use “State of the Art” Electronic Leak Correlators to determine if a leak is present and use the same equipment to pinpoint the leak.
- ◆ For PVC water mains only the Echologics LeakFinder-ST w/hydrophones leak correlator or Fluid Conservation Systems (FCS) TriCorr Touch leak correlator, will be used for correlations because of the ability for these correlators to be able to analyze the particular sound frequencies inherent to PVC pipe.
- ◆ The leak location will be marked in the field (on the surface) using environmentally formulated Precautionary Blue paint.
- ◆ The Project Team will document all leak locations with a diagram indicating the location of the leak. Other information related to that correlation will be included as part of the field sheet such as the filters used for the correlation, line locations, distances between sensors, etc.
- ◆ The locations of leaks requiring immediate attention (immediate threat to life, injury or traffic) will be turned in as quickly as possible to facilitate the repair process.
- ◆ The Project Team will report daily or per request of the Utility, to assigned Utility Professional and go over the progress of the previous day, as well as cover what will be surveyed the current day.
- ◆ It may be necessary to conduct parts of the Leak Survey during “off hours” such as at night. This may be required in areas of high traffic volume where traffic noise may affect the ability to detect leak noise, and traffic volume may affect the ability of the Project Team to be able to safely access main line valves in the middle of the street. The Project Team will give 24-hour advanced notice of intent to survey a particular area that may require after hours surveying or nighttime surveying. This is so the Utility can plan for the area to be surveyed, give notification to the Police department, as well as other Public Works Divisions as to the activity that will take place.
- ◆ As a part of the leak program, mapping discrepancies found, distribution assets found in disrepair will be noted and turned into the utility.
- ◆ Leaks verified on the customer’s side of a service shut-off will not be located beyond the shut-off. If a leak appears to be on the Customers’ side, the Utility will be notified first, then the customer notified and permission granted prior to the water being shut off even for short periods of time where possible and as time allows, as well as the ability for the customer to respond.
- ◆ If the Utility requests leak locations beyond the service shut off on the customer’s side of the service line, this will result in an additional charge to the leak survey based on an hourly rate and this service must be agreed upon between the Utility and M.E. Simpson Co., Inc. prior to the start of the survey.
- ◆ Valves and hydrants will not be operated without Utility permission. Valves and hydrants that break during this type of operation are the sole responsibility of the Utility. M.E. Simpson Co., Inc. cannot be responsible for valves and hydrants that break due to pre-existing conditions.

- ◆ The Utility is encouraged to dig up and repair the leaks located as soon as possible so that the area may be re-surveyed while the Project Team is still working on the survey in that general geographical location to ensure no other leaks are present in that area.

Equipment List

- ◆ FCS **S30** Gutermann **AquaScope** electronically enhanced listening device.
- ◆ Echologics **LeakFinder-ST w/hydrophones**; FCS **AC Digital**, **TriCorr Touch** or Vivax-Metrotech **HL6000X** leak correlator systems.
- ◆ **RADIO Detection** Line Locators.
- ◆ **Chicago Tape**, **Fisher M-Scope** or **Schonstedt** magnetic locators.
- ◆ **All necessary valve keys and hand tools**
- ◆ Truck mounted arrow board/signage and warning lights.
- ◆ Traffic control equipment, including properly sized traffic cones with reflective stripes.

Quality Control and Accuracy of Leak Locations

The level of accuracy of leak detection is a matter of taking in all the above considerations and applying those considerations to each individual potential leak location as it is being evaluated. Any statement made as to the level of accuracy of leak locations must be considered based on the individual conditions of each leak.

Locating leaks on a distribution system can be very challenging. It is not a perfect science. Pipes and fittings can leak for a variety of reasons (age, poor installation, material failures, bad soils, etc.), and the ability to locate leaks is dependent on the stated variables listed in the “Project Approach”. By employing a strict methodology in the field for conducting a leak survey, these variables can be accounted for and mitigated. The depth of experience of the Project Team is extremely important to maintaining the ability to have accurate locations of leaks. Additionally, crews work as Two-Person Teams in the field, double checking the progress of the work as the survey progresses. The systematic procedure for leak confirmation has been stated in the Scope of Field Service and is restated here.

“Suspected leak areas are always listened to a second time, preferably at a different time of day than originally listened to. The mains and services will be line located to insure correct pipe distances are used for the correlations. Correlations may need to be performed several times with several configurations to insure all the possible scenarios have been covered. Sewer manholes may need to be opened and flows observed. If there is any doubt as to the existence of a leak, the area may be checked and correlated at different times to rule out water usage or other factors. The progress of the survey will be monitored by the use of daily logs and a progression map with suspected leak noise indications marked and possible leak locations will be maintained. Field leak location forms will be turned into the Utility according to the agreed schedule. The Project Team will follow up on leak locations by monitoring the repair schedule of the Utility. That way in case a potential leak location is wrong, the Project Team can return to the site and determine why the leak location was incorrect, and correct it. This means maintaining a good level of communication between the Project Team in the field, and the Utility.

As a matter of Quality Control for leaks in the field, our Correlators, FCS TriCorr Touch and Echologics LeakFinder-ST have the distinct ability to be able to detect and pinpoint more than one leak in the same relative area, thus allowing better leak coverage and insuring that one leak is not “masking” another leak in the same area. The use of progress reports and meetings will allow for open discussions of problems encountered so solutions can be examined.”

Utility Observations

The M.E. Simpson Co., Inc. Project Team will welcome having staff of the Utility observe field procedures while the Leak Survey is in progress. They will be happy to explain and demonstrate the equipment and techniques that are employed by M.E. Simpson Co., Inc. for detecting and locating leaks on the Water System.

Final Reports, Documentations & Communications

M.E. Simpson Co, Inc. will perform the following:

- ◆ Project Team will **meet daily** with assigned Utility personnel to go over areas of survey for prior workday and plan current day and area to survey.
- ◆ The field technicians will be readily available by cellular phone. This will facilitate communications between the Utility and the field technicians. A **24-hour toll-free 800 number** is available for direct contact with M.E. Simpson Co., Inc. for emergencies.
- ◆ **Diagram all leak locations**, date of location, and classify according to severity and an estimate of loss.
- ◆ **The Project Manager will** meet with the Utility regularly for a progress report.
- ◆ **Prepare a progress report** at monthly intervals for the Utility if requested.
- ◆ Develop a **Leak Survey log** of activity which will also have confirmed leaks listed and this list will be turned in weekly (in Excel format). The list will also be included with the final report that will include the following;
 1. Mechanical deficiencies discovered
 2. Mapping errors on the water atlas
 3. Type of monitored appurtenances
 4. Location of same for leaks discovered
 5. Total estimated loss

Effective communication...
accurate documentation...
**Ensuring the success for
the leak survey**

- ◆ **Prepare the final report** at the completion of the project which will include all leak location reports with drawings, total of estimated water loss, total pipe distance investigated, a description of the area surveyed, and other problems found in the system during the course of the survey that need the attention of the Water Utility. The leak summary will list leak types such as main leaks, service line leaks, valve leaks, or hydrant leaks.

A cost benefit analysis of the survey based on the “cost to produce” water will also be included that describes the financial impact to the Utility for water loss. Recommendations for system maintenance will be a part of this report based on field observations made during the survey.

This final report shall be made available for submission to the Utility within thirty (30) working days of the completion of the fieldwork.

Assumptions & Services Provided by the Utility

- ◆ The Utility will furnish all maps in an electronic format or paper atlases (two copies), and records necessary to properly conduct the survey.
- ◆ The Utility will assist as necessary to clean out service valves, meter pits and valve-boxes needed for listening.
- ◆ The Utility will provide a Primary Contact Person and/or secondary contact person for the Field Staff to report to on a periodic basis. This person shall act as the official liaison for the duration of the Leak Survey. This person shall have a working knowledge of the water system and will be helpful in attempting to locate particularly hard-to-find water valves for listening and for general information about the water system. *This person will not need to assist the Project Team on a full time basis*, but only on an “as needed” basis.
- ◆ The Utility will assist, if needed, to help gain entry into sites that may be difficult to get into due to security issues or other concerns.
- ◆ The Utility will assist, if needed, to locate all nonmetallic pipe within the service area. This would include all Concrete Cylinder pipe, Asbestos Cement Pipe, PVC pipe and HDPE pipe.
- ◆ We will encourage the immediate digging of major leaks (main breaks) so that if there are problems with the leak location, the problems can be corrected while the Project Team is close by and can verify the site.

PROJECT SAFETY PLAN

M.E. Simpson Co., Inc.'s Safety Programs cover all aspects of the work performed by M.E. Simpson Co., Inc. We take great pride in our safety plan/policy/program and that is evident in our EMR scores over the last five years. The safety of our employees, the utilities employees and that of the general public is our #1 priority.

Our Safety Plan/Policy/Program, with all of its parts, is 60 pages in length. In an effort to be more efficient and less wasteful we do not print copies of the safety program for RFPs. There is nothing secretive or proprietary contained within our plan/policy/program and we are happy to share its contents. If you would like a PDF copy of our plan/policy/program please contact Terrence Williams, Operations Manager, at 800.255.1521 and a copy of our program will be sent via email to you.

Below is an overview of our plan/policy/program:



Safety is a major part of any project. M.E. Simpson Co., Inc. always provides a safe work environment for its employees. **Our staff is trained in General Industry OSHA rules, Confined Space Entry & Self-Rescue, First Responder First Aid, CPR, and Traffic Control.** While in the field on your project, M.E. Simpson Co., Inc. and its employees will follow all of the necessary safety procedures to protect themselves, your staff and the general public.

M.E. Simpson Co., Inc. uses Two-Man Teams for Safety and Quality Assurance.

The use of a "one-person" leak detection team is dangerous and impractical where water mains run under roadways. It would be a dangerous precedent to allow a "one-person" team to access main line valves located in the roadway, attempt to listen to the valve with headphones on, and at the same time try to control traffic flow at that person's location in the street.

Therefore M.E. Simpson Co., Inc. adheres to the following:

- ◆ The Project Manager and the Field Manager will be trained in accordance with OSHA Standard 1910 (General Industry) and be in possession of an OSHA 10 Hour or 30 Hour Card.
- ◆ Any listening points located in a "confined space" such as pit and vault installations that **require entry** will be treated in accordance with the safety rules regarding **Confined Space Entry, designated by the Utility, The Department of Labor and OSHA.**
 - All personnel are **trained and certified** in Confined Space Entry & Self-Rescue.
- ◆ We will follow all safety rules regarding **First Responder First Aid & CPR, designated by the Utility, The Department of Labor and OSHA.**
 - All personnel are **trained and certified** in First Responder First Aid & CPR.
- ◆ We will follow all **traffic safety rules, designated by the Utility, The Department of Labor, OSHA, and the Illinois Department of Transportation (per MUTCD).**
 - All personnel are **trained and certified**, by the **AMERICAN TRAFFIC SAFETY SERVICES ASSOCIATION (ATSSA)** in Traffic Control and Safety.

Current documentations of safety training and certifications can be provided for all project personnel for the Utility. These certifications are current and up to date (for 2025) for all project personnel.

INVESTMENT

A commitment to improving and maximizing the Village of Westmont’s water distribution system for future generations.

M.E. Simpson Co., Inc. is pleased to present our “Proposal” for a Water Distribution System Leak Detection program for the Village of Westmont’s. M.E. Simpson Co., Inc. will perform our leak detection services on approximately **91** miles of watermain within the Village of Westmont’s water distribution system. The survey will be completed by listening on the accessible main line valves, fire hydrants and as needed services by one of our two-man teams with all necessary equipment furnished by M.E. Simpson Co., Inc. as described within this document. The project will also include complete reporting of all issues found, with a final comprehensive report.

2025 Water Distribution Leak Survey

AC/Metallic Pipe (Approx. 47.5 Miles)	\$12,112.50**
PVC/HDPE Pipe (Approx. 43.5 Miles)	\$22,837.50**

Any water main surveyed in addition to the above 47.5 original miles of metallic watermain will be surveyed at the rate of **\$255.00 per mile of pipe.

Any water main surveyed in addition to the above 43.5 original miles of PVC/HDPE watermain will be surveyed at the rate of **\$525.00 per mile of pipe.

2026 Water Distribution Leak Survey

AC/Metallic Pipe (Approx. 47.5 Miles)	\$13,062.50**
PVC/HDPE Pipe (Approx. 43.5 Miles)	\$23,925.00**

Any water main surveyed in addition to the above 47.5 original miles of metallic watermain will be surveyed at the rate of **\$275.00 per mile of pipe.

Any water main surveyed in addition to the above 43.5 original miles of PVC/HDPE watermain will be surveyed at the rate of **\$550.00 per mile of pipe.

We thank you for this opportunity to acquaint you with our Water Distribution System Leak Detection services and offer this proposal. If you have further inquiries or you wish to discuss our service in more detail, do not hesitate to call us.



Village of Westmont

Purchase Order

PO Date: 2026-06-22

Page: 1 of 1

Bill To:

PUBLIC WORKS
155 E. BURLINGTON
WESTMONT, IL 60559

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **26201412**

Vendor:

M.E.SIMPSON COMPANY, INC.
3406 ENTERPRISE AVE
VALPARAISO, IN 46383-6953
Fax: 888-531-2444

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100105	800-255-1521	888-531-2444				
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
1	Large Meter testing - Not to Exceed GL Account: 4154110 - 55031 - 5INF Ship To: PUBLIC WORKS 155 E. BURLINGTON WESTMONT, IL 60559	1.0	EACH	\$36,000.00	\$36,000.00	

By: Spencer Parkes
Authorized Signature

PO Total \$36,000.00

*All vendors must comply with applicable regulations of the Illinois Department of Human Rights.
 *This order is exempt from Federal Excise Tax under title 25 USCA, and from Illinois Sales Use and Service Taxes. E9997-4320-07.
 *Acceptance of this Purchase Order constitutes agreement by vendor that any action arising out of this Agreement may be commenced only in the State or Federal courts located in DuPage County and/or the Northern District of Illinois. The prevailing party shall have their attorney's fees and court costs paid by the losing party.
 *The Village of Westmont will process all bills in accordance with the Illinois Government Prompt Payment Act 50 ILCS 505.



January 19, 2025

Mr. Brian Beusse
Public Works Supervisor – Water
Village of Westmont
155 E Burlington Ave
Westmont, IL 60559

RE: PROPOSAL FOR LARGE METER TESTING

Dear Mr. Beusse,

M.E. Simpson Co., Inc. is pleased to present the Village of Westmont our proposal for Large Water Meter Evaluation, Testing and Calibration Program. We are honored to be considered for this work and are confident our team will help make the project a success.

M.E. Simpson Co., Inc. is a Professional Services Firm dedicated to developing and providing programs and services designed to maximize peak performance for our clients' water distribution systems. Many of these programs are universally recognized as a part of "Best Management Practices" (BMPs) for utilities. We pride ourselves on delivering solid solutions using the highest quality technical and professional services by way of state-of-the-art technology and a skilled and well-trained staff of professionals. Our highly-educated engineers and technical team are committed to the success of this project. They will be ready at a moment's notice to relieve your staff's burden and ensure a seamless continuation of your services.

Our services were developed and refined to provide utilities with programs that can be customized to meet their needs. From complete "Turn-Key" services to assisting with the development of "in-house" programs for utilities, M.E. Simpson Co., Inc. serves our clients with this ultimate goal: to deliver to the public the implicit faith that **"the water is always safe to drink"**.

Thank you for your consideration and this opportunity to acquaint you with our Large Water Meter Testing and Calibration Services and offer this response. We are committed to exceeding your expectations.

Sincerely,

Randy Lusk
Vice President of Innovations & Solutions

Randy Lusk
Vice President of Innovations & solutions

3406 Enterprise Avenue
Valparaiso, IN 46383

800.255.1521 P
888.531.2444 F

Randy.Lusk@mesimpson.com

SCOPE OF WORK

Large Water Meter Evaluation, Testing and Calibration of Commercial/Industrial Water Meters

The Field Scope of Service is understood to be the following:

M.E. Simpson Co., Inc. will furnish all labor, material, transportation, tools, and equipment necessary to test and calibrate large meters selected by the Utility and complete the work herein specified.

Teams of two (minimum) or more personnel will work on the meter testing program at all times.

- ◆ Work in an orderly and safe manner to insure no avoidable accidents occur.
- ◆ All Field Staff will wear photo ID badges that are easily seen while in the field.
- ◆ Assess all meters listed in the test group. This assessment will include observing water usage on site, as well as observing meter readings to determine if the meter is the correct type and size for its application.
- ◆ If meters cannot be tested in place, make recommendations to Utility to correct setting so testing in place can occur.
- ◆ Maintain a meter log for all meters to be assessed in the current test group, which will be reviewed by the Project Team during verification of the meter data supplied by the Utility. Corrections and/or updated records will be provided to the Utility (including periodic Utility meter reports).
- ◆ Every effort will be made to schedule water customer meter tests during normal working hours. Exceptions to testing times, on a case-by-case basis, will depend on the severity of loss of water service due to the testing procedure. Severe schedule conflicts may require after hour or weekend testing.
- ◆ Meters will be tested across a range of flows to determine patterns of mechanical wear at various flow rates. Flow rates used will be a combination of AWWA recommended flow rates (per M-6 manual of the AWWA) and meter manufacturer flow rates.
- ◆ Meters will be tested and calibrated to bring them within accepted accuracy limits.
- ◆ Some meters need to be removed from their setting(s) for “offsite” testing due to existing plumbing configurations. Efforts will be made to keep the service disruption to a minimum.
- ◆ If a water service loss for any period of time is intolerable to the water customer, recommendations will be made to the Utility to include a by-pass around the meter so service disruption will not occur during the testing.
- ◆ The equipment used will be described in the “Equipment to be Used” section.
- ◆ The Project Team will document all meter testing results and calibrations. Meters requiring extensive calibrations (not worth time and material) or obsolete meters, will be brought to the Meter Superintendent’s attention for potential meter change-out by the Utility. The cost

basis for recommending a meter change out(s) will be determined at the kick-off meeting and agreed upon between M.E. Simpson Co. Inc. and the Utility.

- ◆ After calibration, the meter shall be tested to conform to test specifications outlined elsewhere in this Specification.
- ◆ In its daily report to the Water Department Manager, the Project Team will review the previous day's progress, and outline the meters to be tested that day.
- ◆ It may be necessary to conduct parts of the meter-testing program during "off hours" (i.e. nights). This may be required in a building(s) that has a high daily usage, but is closed at night. The Project Team will give 24-hour "notice of intent" to test meters that require after hours or nighttime work. This will allow the Water Utility to plan for area access, and give Police Department (and other Public Works Divisions) notification as to the planned testing activity.
- ◆ Calibration parts used will be NSF 61 certified. (All new meter parts available now currently meet this standard.)
- ◆ Care will be exercised when water is discharged during testing. Test meter water flow discharge will not be allowed to cause interference with private property, pedestrian or roadway traffic, and will have minimal environmental impact.
- ◆ Meters located in confined spaces shall be tested using accepted confined space entry procedures.
- ◆ Any valves that fail or break during operation (to isolate the water meter for testing) will be repaired or replaced at the owner's expense. M.E. Simpson Company is not responsible for possible valve failures due to pre-existing conditions during the testing procedure.

Equipment to be Used

The following equipment will be used for meter testing work during the project. All material listed will be on the job site at all times.

1. Sensus test meters with electronic registers, certified accurate by volumetric testing.
2. All tools needed to perform testing "on site" (hand tools, pipe wrenches, etc.)
3. Proper lengths of 2-1/2' fire hose for conducting the testing "on site"
4. Confined Space Entry tripod, winch, fall protection and Gas detector
5. Meter Test Bench at M.E. Simpson Co. shop for volumetric testing of Meters

Quality Control for Large Water Meter Testing

The level of quality control for large meter testing takes in the above considerations and apply them to each large meter setting under evaluation. When a strict methodology and field procedure are followed, the field conditions can be controlled and mitigated to produce test results that are reliable and accurate.

Utility Observations

The M.E. Simpson Co., Inc. Project Team welcomes Utility staff members to observe field procedures while the Meter Testing Program is in progress. Explanation and understanding of the equipment and techniques used for testing large meters may be useful in helping Utility staff members understand how they may use large meter testing to reduce revenue losses for commercial and industrial accounts.

Final Reports, Documentations & Communications

M.E. Simpson Co, Inc. will perform the following:

- ◆ Project Team will **meet daily** with assigned Utility personnel to go over areas of meter testing program for prior workday and plan current day and meter tests.
- ◆ The field technicians will be readily available by cellular phone. This will facilitate communications between the Utility and the field technicians. A **24-hour toll-free 800 number** is available for direct contact with M.E. Simpson Co., Inc. for emergencies.
- ◆ **The Project Manager will** meet with the Utility regularly for a progress report.
- ◆ **Maintain a project progression list** indicating meters tested and to be tested, contact names, phone numbers, etc.
- ◆ **Prepare meter reports** at the completion of the project, which will include all meter testing reports, listing of new parts installed, and possible mechanical deficiencies that need the attention of the Utility. Recommendations for system maintenance will be a part of this report based on field observations made during the testing program. **This final report shall be made available for submission to the Utility within twenty (20) working days of the completion of the fieldwork.**

Effective communication...
accurate documentation...
**Ensuring the success for
the meter testing program**

Assumptions & Services Provided by Water Utility

- ◆ The *Utility* will provide all large water meter customer records such as consumption history, phone numbers for appointments, or any additional information that would make the testing of a meter at a location easier to perform. This information shall be regarded as CONFIDENTIAL by M.E. Simpson Co., Inc., and will not be shared with anyone outside of the *Utility* without consent of the *Utility*.
- ◆ The *Utility* will assist as necessary to get customer cooperation for the testing program. M.E. Simpson Co., Inc. can assist in composing a letter that the Utility can submit to water customers informing them as to the procedures and benefits of the testing program.
- ◆ The *Utility* will also make available, on a reasonable but periodic basis, certain personnel with a working knowledge of the water system who may be helpful in attempting to locate particularly hard-to-find meters and for general information about the water system.

This individual(s) will not need to assist the Project Team on a full-time basis, but only on an “as needed” basis.

- ◆ The Utility will assist, when necessary, in gaining entry into sites that may be difficult to access due to security issues or other concerns.
- ◆ The Utility will provide either “Service Firm” or “Utility” ID for meter testing project team to demonstrate authenticity of the personnel performing the large meter testing program.

PROJECT SAFETY PLAN

M.E. Simpson Co., Inc.'s Safety Programs cover all aspects of the work performed by M.E. Simpson Co., Inc. We take great pride in our safety plan/policy/program and that is evident in our EMR scores over the last five years. The safety of our employees, the utilities employees and that of the general public is our #1 priority.

Our Safety Plan/Policy/Program, with all of its parts, is 60 pages in length. In an effort to be more efficient and less wasteful we do not print copies of the safety program for RFPs. There is nothing secretive or proprietary contained within our plan/policy/program and we are happy to share its contents. If you would like a PDF copy of our plan/policy/program please contact Terrence Williams, Operations Manager, at 800.255.1521 and a copy of our program will be sent via email to you.

Below is an overview of our plan/policy/program:



Safety is a major part of any project. M.E. Simpson Co., Inc. always provides a safe work environment for its employees. **Our staff is trained in General Industry OSHA rules, Confined Space Entry & Self-Rescue, First Responder First Aid, CPR, and Traffic Control.**

While in the field on your project, M.E. Simpson Co., Inc. and its employees will follow all of the necessary safety procedures to protect themselves, your staff and the general public.

M.E. Simpson Co., Inc. uses Two-Man Teams for Safety and Quality Assurance.

Therefore M.E. Simpson Co., Inc. adheres to the following:

- ◆ The Project Manager and the Field Manager will be trained in accordance with OSHA Standard 1910 (General Industry) and be in possession of an OSHA 10 Hour or 30 Hour Card.
- ◆ Any listening points located in a "confined space" such as pit and vault installations that **require entry** will be treated in accordance with the safety rules regarding **Confined Space Entry, designated by the Utility, The Department of Labor and OSHA.**
 - All personnel are **trained and certified** in Confined Space Entry & Self-Rescue.
- ◆ We will follow all safety rules regarding **First Responder First Aid & CPR, designated by the Utility, The Department of Labor and OSHA.**
 - All personnel are **trained and certified** in First Responder First Aid & CPR.
- ◆ We will follow all **traffic safety rules, designated by the Utility, The Department of Labor, OSHA, and the State Department of Transportation (per MUTCD).**
 - All personnel are **trained and certified**, by the **AMERICAN TRAFFIC SAFETY SERVICES ASSOCIATION (ATSSA)** in Traffic Control and Safety.

Current documentations of safety training and certifications can be provided for all project personnel for the Utility. These certifications are current and up to date (for 2025) for all project personnel.

INVESTMENT

A commitment to improving and maximizing the Village of Westmont’s water distribution system for future generations.

M.E. Simpson Co., Inc. is pleased to present our “Proposal” for a Large Water Meter Evaluation, Testing and calibration program for the Village of Westmont. M.E. Simpson Co., Inc. will perform our large meter testing and calibration services on approximately **70** large water meters within the Village of Westmont’s water distribution system. The services will be completed by testing and, repairing/calibrating when necessary, the Utility’s’ selected industrial/commercial water meters by one of our two-man teams with all necessary equipment furnished by M.E. Simpson Co., Inc. as described within this document.

	Test	Calibrate/ Post Test
1 ½” through 2” displacement style meters	\$385.00 each	Replace
1 ½” through 2” displacement style meters(Pulled)	\$455.00 each	Replace
1 ½” through 6” compound and turbine style meters	\$455.00 each	\$195.00 each*
8” through 10” compound and turbine style meters	\$525.00 each	\$225.00 each*
2” - 12” Fire Meters and Fire line style meters	\$555.00 each	T&M each**
1 ½” through 12” water meter inspection/recommend (NON-Testable)	\$415.00 each	
Appointment, Client MISSED/NO SHOW/CANCELLATION(under 24 hours)		\$455.00 each

***Parts are NOT included in the Calibration/Post Test Fee**

****Time and Material charges will apply for the calibration of Fire Meters or Fire Line Meters at [\\$295.00 per hour for a Two-Man team, \\$395.00 per hour for a Three-Man team](#)**

Additional Service Options:

Inspect & Clean Strainer	\$375.00 each
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We thank you for this opportunity to acquaint you with our Large Water Meter Evaluation, Testing and Calibration services and offer this proposal.



Village of Westmont

Purchase Order

PO Date: 2026-06-22

Page: 1 of 1

Bill To:

PUBLIC WORKS
155 E. BURLINGTON
WESTMONT, IL 60559

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **26201414**

Vendor:

MONROE TRUCK EQUIPMENT INC.
1051 WEST 7TH STREET
MONROE, WI 53566
Email: sterdich@monroetruck.com

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100146						
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
1	Buildout - 2026 Freightliner Dump truck GL Account: 2552525 - 57096 - 1GOV Ship To: PUBLIC WORKS 155 E. BURLINGTON WESTMONT, IL 60559	1.0	EACH	\$139,814.00	\$139,814.00	

By: *Spencer Parkes*
Authorized Signature

PO Total **\$139,814.00**

*All vendors must comply with applicable regulations of the Illinois Department of Human Rights.
 *This order is exempt from Federal Excise Tax under title 25 USCA, and from Illinois Sales Use and Service Taxes. E9997-4320-07.
 *Acceptance of this Purchase Order constitutes agreement by vendor that any action arising out of this Agreement may be commenced only in the State or Federal courts located in DuPage County and/or the Northern District of Illinois. The prevailing party shall have their attorney's fees and court costs paid by the losing party.
 *The Village of Westmont will process all bills in accordance with the Illinois Government Prompt Payment Act 50 ILCS 505.



812 Draper Avenue
 Joliet, IL 60432
 Sales Rep: Kendall Blumeyer
 Ph:
 www.MonroeTruck.com

J.O. #

Quotation ID: 4BD0006679
 Date: 1/16/2026
 Valid thru: 2/28/2026
 Terms: NET 30
 Quoted by: Bob Drews
 Ph/Fax: 815-280-4237 / 815-727-5429

Quoted to:
 WESTMONT, VILLAGE OF (ATTN: VIRGIL VISCUSO)
 155 E. BURLINGTON AVE
 WESTMONT, IL 60559
 Ph: 630-829-4470 / Fax: 630-829-4478
 Email:

SINGLE AXLE PATROL UNIT W/ PRE-WET



Chassis Information

<i>Year:</i> 2026	<i>Make:</i> FREIGHTLINER	<i>Model:</i> SEVERE DUTY	<i>Chassis Color:</i> WHITE	<i>Cab Type:</i>
<i>Single/Dual:</i> DRW	<i>CA:</i>	<i>CT:</i>	<i>Wheelbase:</i>	<i>Engine:</i> DIESEL
			<i>F.O. Number #:</i>	<i>Vin:</i>

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

Description	Amount
-------------	--------

SOURCEWELL CONTRACT # 062222-AEB

- DUMP BODY - 10', 6-8 YARD CAPACITY, CRYSTEEL SELECT
- 84" ID & 96" OD
- SIDES: 30", 7GA 304 2B STAINLESS STEEL - ELLIPTICAL
- FRONT: 48", 7GA 304 2B STAINLESS STEEL
- REAR : 38", 7GA 304 2B STAINLESS STEEL - FULLY RIBBED
- FLOOR: 1/4" AR450
- 9" TUBULAR LONGSILLS W/ WESTERN UNDERSTRUCTURE
- 12" TALL FRONT BOARD POCKETS
- AIR TAILGATE W/ STAINLESS STEEL HARDWARE BELOW FLOOR
- MILITARY STYLE SWITCH FOR AIR GATE
- S.S. FOLD-UP LADDER ON DRIVER'S SIDE W/ GRAB HANDLE ON BOARD POCKET
- DUAL SPRING LATCHES ON LADDER
- VIBRATOR
- RUBBER FLAPS BEHIND REAR WHEELS W/ HINGED MOUNTING
- FULL POLY FENDERS
- SPRING LOADED SHOVEL HOLDER ON DRIVERS SIDE
- RED/WHITE 3" TAPE ON SIDES OF DUMP, BACK OF CAB GUARD AND TAILGATE
- EXTERIOR NOT PAINTED
- BOTTOM SIDE OF BODY UNDERCOATED

- 10' RC750 SUBFRAME STYLE SCISSOR HOIST
- DOUBLE ACTING

- ILL DOT CABSHIELD - STAINLESS STEEL

- PINTLE ASSEMBLY
- 3/4" PINTLE PLATE
- (2) 3/4" D-RINGS
- 30 TON PINTLE HOOK
- 7 POLE RV STYLE TRAILER PLUG
- GLAD HANDS EXTENDED TO PLATE
- LICENSE PLATE LAMP AND BRACKET
- LED THREE LIGHT CLUSTER

- LIGHTS - WHELEN, JUSTICE SUPER LED ILL STROBE SYSTEMS, 72" LIGHT BAR
- 72" JUSTICE LED LIGHT BAR MOUNTED ON ROOF W/ LED TAKE-DOWN LAMPS
- LED COMBO S/T/T & BACKUP MOUNTED IN REAR POST
- LED S/T/T MOUNTED ON PINTLE PLATE AND ON TOP OF CAB SHIELD
- LED AMBER STROBES MOUNTED IN REAR CORNER POST
- 2 AMBER AND 1 CLEAR STROBE INSTALLED OUTSIDE THE CORNER POST ON EACH SIDE
- DUAL LED SPREADER LAMPS (CLEAR)
- 2-YEAR WARRANTY

- HEATED ABL LED PLOW LIGHTS MOUNTED TO SS HOOD MOUNTED BRACKETS

- CONVEX MIRRORS

TRUCK PORTION PLOW HITCH - QUICK LINK HITCH W/ FLAT FOLD

(REQUIRES MINIMUM OF 18" FRONT FRAME EXTENSION)

- 3" X 10" DA LIFT CYLINDER
- 1/2" UNIVERSAL CHEEK PLATE MOUNTING
- REINSTALL OEM BUMPER
- TOW HOOKS

MONROE FULL MOLDBOARD TRIP REVERSIBLE PLOW

STANDARD EQUIPMENT:

- 41" TALL X 10' LONG W/ MAILBOX CUTOUT ON CURBSIDE
- INTEGRAL SHIELD
- 2 CHAIN PICK
- 10 GAUGE ROLL FORMED STRAIGHT MOLDBOARD
- (6) 1/2" X 4" TAPERED, ONE-PIECE FLAME CUT RIBS
- 2" X 3" X 3/8" TOP MOLDBOARD ANGLE
- 4" X 4" X 3/4" BOTTOM MOLDBOARD ANGLE
- HORIZONTAL MOLDBOARD BRACE ANGLES
- 5/8" X 8" ONE-PIECE TOP PUNCH CUTTING EDGE
- DUAL COMPRESSION TRIP SPRING ASSEMBLIES
- 4" X 4" X 3/8" CROSS-TUBE SUPPORT
- 3-1/2" X 3-1/2" X 1/2" SEMI-CIRCLE
- (2) 3" X 10" DOUBLE ACTING POWER REVERSE CYLINDERS WITH CUSHION VALVE
- MOLDBOARD AND PUSHFRAME 100% CONTINUOUSLY WELDED
- MOLDBOARD POWDER COATED ORANGE
- PUSH FRAME POWDER COATED BLACK
- QUICK LINK HITCH ATTACHMENT
- RUBBER SNOW DEFLECTOR
- LEFT AND RIGHT CURBGUARDS
- BLADE MARKERS
- PARKING JACK

MONROE UNDER-TAILGATE, DIRECT DRIVE SPREADER (MS966-RF-DD)

- CLOSED LOOP
- 304 STAINLESS STEEL
- 6" DIA. AUGER W/ REVERSE FLIGHTING FOR LEFT OF CENTER DISCHARGE
- 7 GA., 96" TROUGH W/ 1/4" EXTENDED END PLATES
- ONE-PIECE, REMOVABLE & HINGED, COMBINATION COVER & REAR PANEL
- HEAVY-DUTY, STEEL ROD, CAPTIVE LATCHES
- QUICK DETACH MOUNTING BRACKETS
- TAILGATE SHIELDS
- STAINLESS STEEL SELF-LEVELING SPINNER ASSEMBLY W/ POLY DISC
- L.E.D. LIGHT BAR ASSEMBLY
- TAILGATE PROPS
- INSTALLED

VARITECH INDUSTRIES PRE-WET SYSTEM (TAILGATE)

- (2) 60 GALLON POLY TANKS WITH MOUNTING HARDWARE
- QUICK FILL KIT WITH CROSS-OVER
- SLURRY BAR IN TAILGATE SPREADER
- HYDRAULIC FUNCTION WITH FLOW METER FOR CLOSED LOOP
- QUICK DISCONNECT AT SPREADER
- CONTROLLED BY IN-CAB 5100

ELECTRIC HYDRAULICS PACKAGE

STANDARD EQUIPMENT:

- HOTSHIFT PTO WITH TXV92-R PUMP
- CLOSED LOOP
- D/A HOIST W/500 PSI DOWNSIDE RELIEF, 40GPM
- D/A PLOW, 20 GPM
- D/A PLOW ANGLE, 20 GPM
- PRE-WET 7 GMP
- AUGER 14 GPM
- SPINNER 7 GPM
- 35 GALLON CAPACITY STAINLESS HYDRAULIC RESERVOIR AND VALVE ENCLOSURE WITH POLY LID
- FILLER/BREATHING CAP, LEVEL/TEMP SIGHT GLASS, 3/4" MAGNETIC PLUG,
- 60 P.S.I. CONDITION INDICATOR
- HYDRAULIC ENCLOSURE WILL BE MOUNTED ON DRIVERS SIDE FRAME RAIL
- HIGH PRESSURE FILTER FOR CLOSED LOOP SYSTEM
- FORCE 5100EX GROUND BASED SPREADER CONTROL W/ 2 STICK ULTRA

Description	Amount
- FLOOR MOUNTED	
- STAINLESS STEEL QUICK COUPLERS	
- STAINLESS STEEL HYD. LINES TO FRONT FOR PLOW AND TO REAR FOR SPREADER	
- PRESSURE RELIEF VALVE FOR PLOW	
- SPREADER MANIFOLDS IN REAR PILLARS FACING FORWARD	
- FORCE AMERICA ARC WIRELESS ROAD TEMP SENSOR WITH STAND ALONE READOUT	
- 8 BANK SWITCH PANEL	
- INSTALLED	

Quote Total: \$139,814.00

**** NOTICE: We are closely monitoring the tariff situation very carefully. Aebi Schmidt North America and its Monroe brand manufacture products in the United States, so the direct impact of current tariffs will be moderate. Although we make significant efforts to source components domestically, this is not always feasible. At this time, we cannot predict the potential cost increases that may arise through our supply chain or from further tariffs. We understand that this may raise concerns, and we want to assure you that we are working hard to minimize any impact on our customers and if cost increases need to be applied to existing or future orders, we will discuss these changes with our customers upfront.**

Terms & Conditions

- Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- Restocking fees may be applicable for cancelled orders.
- MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.

By signing and accepting this quote, the customer agrees to the terms listed above and has confirmed that all chassis information listed above is accurate to chassis specs.

Re-Assign (Required for all pool units): <input type="checkbox"/> Fleet <input type="checkbox"/> Retail	MSO/MCO (ONLY check if legally required): <input type="checkbox"/> MCO <input type="checkbox"/> MSO
Customer Signature:	Customer P.O. Number: Date of Acceptance:

**General Terms and Conditions for the Sale of Goods
by Subsidiaries of ASH North America, Inc.**

1. SCOPE AND VALIDITY

1.1. These General Terms and Conditions for the Sale of Goods (these "Terms") govern the sale and delivery of all goods and products (the "Products"), and all transactions incidental thereto, by such subsidiary of ASH North America, Inc. identified on the respective Confirmed Order (as defined below) as the seller or supplier ("Seller") to any of its customers (each a "Customer"). The liability of each such subsidiary under these Terms or any Confirmed Order shall be several and not joint. Customer acknowledges and agrees that nothing in these Terms or any Confirmed Order shall be construed as implying joint liability in any case of ASH North America, Inc. or any of its subsidiaries. Each Seller shall be solely responsible for its own acts or omissions under the respective agreement with Customer.

1.2. No other terms or conditions shall be of any force or effect unless otherwise specifically agreed upon by Seller in a writing duly executed by an authorized officer of Seller. These Terms supersede any and all prior oral quotations, communications, agreements, or understandings of the parties in respect to the sale and delivery of the Products. The Seller may issue additional Terms and Conditions of Sale for certain products. These shall apply in addition to the present Terms. Any additional or different terms or conditions contained in Customer's Order (as defined below), response to Seller's confirmation, or any other form or document supplied by Customer are hereby expressly rejected and are rendered null, void, and of no effect. These Terms may not be modified, amended, waived, superseded, or rescinded, except by written agreement signed by an authorized officer of Seller. Delivery of the Products by Seller does not constitute acceptance of any of Customer's terms and conditions and do not serve to modify or amend these Terms.

1.3. The issuance of an Order (as defined below) by Customer to Seller or any communication or conduct of Customer which confirms an agreement for the delivery of Products by Seller, as well as acceptance in whole or in part by Customer of any delivery of Products by Seller, shall be construed as Customer's acceptance of these Terms.

2. OFFERS, ORDERS AND CONFIRMATION

2.1. Unless otherwise specified by Seller in writing, all offers made by Seller are not binding and may be revoked by Seller at any time without any liability to Customer.

2.2. Customer shall issue to Seller orders for the purchase of Products, in written form via the order process determined by Seller from time to time (each, an "Order"). By issuing an Order to Seller, Customer makes an offer to purchase the Products pursuant to these Terms and the terms set forth on such Order. Provided that the Order contains the same terms as in Seller's corresponding offer, the Order shall be binding on Customer for six (6) weeks after Seller's receipt of such Order.

2.3. Seller may refuse an Order for any or no reason. No Order is binding upon Seller until Seller's acceptance of the Order in writing, the issuance of any governmental permit, license, or authority to Seller, as may be required under applicable laws, rules and regulations, and the receipt by Seller of a resale license to be provided by Customer (a "Confirmed Order").

2.4. Specifications and other information on drawings, data sheets, pictures, plans, brochures, catalogs, or Seller's website shall not be binding on Seller unless such specifications and information have been agreed to in writing by Seller in a Confirmed Order. Notwithstanding a Confirmed Order, Seller shall have no obligation to deliver Products to Customer or otherwise fulfill any of its obligations set forth in a Confirmed Order if Customer is in breach of any of its obligations hereunder or any Confirmed Order.

2.5. Customer may submit to Seller written requests to change the terms of a Confirmed Order (each such request, a "Change Order Request"). Seller may, at its sole discretion, consider such Change Order Request, provided that Seller will have no obligation to perform any Change Order Request unless and until Seller has agreed in writing to adopt such Change Order Request. If Seller elects to consider such a Change Order Request, then Seller shall promptly notify Customer of any adjustment to the applicable purchase price for the Products.

2.6. In the event Customer cancels any Confirmed Order for any reason, Customer shall reimburse to Seller all of Seller's costs and expenses associated with or incurred due to such cancellation, including but not limited to the cost of raw materials, labor, and storage if cancellation occurs before Seller's commencement of production. In the event Customer cancels any Confirmed Order for any reason and Seller has started the production of the Product on the respective Confirmed Order, Customer shall pay to Seller the full purchase price.

2.7. Each Confirmed Order shall be considered a separate agreement between the parties, and any failure to deliver the Products under any Confirmed Order shall have no consequences for other deliveries of Products.

3. PRICES

3.1. Unless otherwise agreed to by the parties in the applicable Confirmed Order, the prices of the Products shall be FCA (agreed delivery location on the applicable Confirmed Order), Incoterms 2022.

3.2. Unless otherwise agreed by the parties in a Confirmed Order, the price of the Products shall not include transportation, insurance, packaging, and Tooling (as defined below) and other materials used for the manufacturing and delivery, sales or use tax or any other similar applicable federal, state or foreign taxes, duties, levies, or charges in any jurisdiction in connection with the sale or delivery of the Products ("Taxes"). Such Taxes shall be payable by Customer, and if Seller is responsible for the collection thereof, such Taxes shall either be added to the price invoiced or be separately invoiced by Seller to Customer. Any special requests concerning shipping, transportation, and insurance shall be communicated to Seller in a timely manner and subject to Seller's prior written approval. Customer shall bear all costs resulting from such requests.

In case of lead delivery times of more than two (2) months, Customer hereby acknowledges and agrees that Seller, may, at its sole discretion, increase or decrease the agreed prices on any Confirmed Order in the event of material price changes in wages, materials, energy or raw material after the date of the Confirmed Order.

4. PAYMENT TERMS

4.1. Except as set forth in Section 4.2 or unless otherwise agreed in writing by Seller, the purchase price for the Products and all other amounts due under a Confirmed Order shall be due and payable in US dollars within thirty (30) days following the date of Seller's invoice for such Products without any discount, deduction or offset whatsoever. In no event shall any loss, damage, injury or destruction, Force Majeure (as defined below), or any other event beyond Customer's control release Customer from its obligation to make the payments required herein. Payment of all amounts due hereunder shall be made by bank transfer or in any other manner set forth on Seller's invoice. Customer shall be solely responsible for any bank fees, or other fees, incurred due to the wire transfer or any other selected payment method. If Seller agrees to payment by credit card, Seller shall charge an appropriate transaction fee, which the Customer shall also pay.

4.2. In the event Seller becomes aware of circumstances or has reason to believe that there are circumstances that may have an adverse effect on Customer's financial condition, Seller may require the Customer to pay the total amount of the purchase price or fees, or a portion thereof prior to the delivery of the Products. Seller may, without any liability to Customer, refuse the delivery of any Product in the event the Customer fails to make the payment as required under this Section 4.2.

4.3. Time is of the essence for the payment of all amounts due to Seller under any Confirmed Order. If Customer fails to make payments of any amount when due, Customer shall pay interest to Seller at the rate of one percent (1%) per month or such lesser amount as may be permitted by applicable law starting from the due date until payment to Seller of such amount in full. In addition to the interest, Seller may, at its sole discretion, charge the Customer a flat fee of \$40 for each reminder notice issued to Customer due to late payments. If Customer fails to comply with these Terms or a Confirmed Order, or if Customer becomes insolvent, all balances then due and owing to Seller shall become due immediately, notwithstanding any payment terms agreed by the parties. All costs and expenses incurred by Seller with respect to the collection of overdue payments (including, without limitation, reasonable attorney's fees, expert fees, and other expenses of litigation) shall be borne by Customer. Every payment by Customer shall first be applied to pay for Seller's cost of collection, then interest owed by Customer, and then to the oldest outstanding claim.

4.4. Notwithstanding anything in the foregoing Section 4.3 or Section 5, if the parties agreed on installment payments in a Confirmed Order and Customer fails to make any installment payment when due, the remaining balance including accrued interest, and any expenses incurred by Seller shall be due and payable to Seller promptly upon Customer's receipt of written notice of delinquency from Seller.

5. SECURITY INTEREST

5.1. If Seller extends credit to Customer for the purchase price for any Products (including but not limited to pursuant to Section 4.1.), or any other amounts due to Seller, Customer hereby grants to Seller as security for the timely payment and performance of all Customer's payment obligations to Seller, a first priority security interest (the "Security Interest") in all Products heretofore or in the future delivered to Customer and in the proceeds thereof for as long as such Products shall not have been sold by Customer in the ordinary course of business (the "Collateral"). Seller shall be entitled to file any and all financing, continuation, or similar statements under the Uniform Commercial Code in any jurisdiction and take any and all other action necessary or desirable, in Seller's sole and absolute discretion, to perfect its Security Interest in the Collateral and to establish, continue, preserve, and protect Seller's Security Interest in the Collateral. Customer agrees to take any and all actions and provide Customer with all information necessary to enable Seller to perfect and enforce its Security Interest in all jurisdictions and vis-à-vis any of Customer's creditors, and hereby irrevocably grants to Seller a power of attorney to execute all necessary statements or documents in Customer's name for the perfection and enforcement of such Security Interest. The Security Interest shall remain in force until payment in full of the entire purchase price for such Products, and any other amounts due to Seller by Customer. Seller may, without notice, change or withdraw extensions of credit at any time.

6. OBLIGATIONS OF CUSTOMER



6.1. Customer shall use the Products solely for their intended purpose and pursuant to Seller's instructions, and agrees to use only qualified personnel for the handling of the Products. Customer shall ensure that its customers, employees, agents, and other representatives comply with this Section 6.1. and shall be responsible for their acts and omissions.

7. DELIVERY AND ACCEPTANCE

7.1. Unless otherwise agreed in writing by Seller, all deliveries of Products shall be made FCA (agreed delivery location) (Incoterms 2020) and title to and risk of loss for the Products shall pass to Customer upon delivery pursuant to this Section 7.1.

7.2. Any delivery and performance times or dates communicated by or on behalf of Seller are estimates and shall not be binding on Seller. Seller may make partial delivery of Products to be delivered under any Confirmed Order and invoice Customer separately for such partial deliveries or performance. If Customer has not received the Products after six (6) weeks from the estimated delivery date, Customer may make a written request to Seller for delivery. Customer hereby acknowledges and agrees that the actual delivery date of the Products is conditioned upon the complete, accurate and timely delivery of materials from Seller's vendors and suppliers. No delay in delivery of any Products shall relieve Customer of its obligation to accept the delivery or performance thereof and make payments of any amounts due in accordance with these Terms, including but not limited to delays caused governmental restrictions on exports or imports and similar measures.

7.3. Customer's failure to accept the delivery of Products pursuant to a Confirmed Order shall not release or excuse Customer from its obligation to timely pay all amounts due in connection with such Confirmed Order. The Products shall be deemed delivered at the time they have been made available to Customer. If Customer rejects or revokes acceptance of Products, or fails to pay any amounts when due, Seller, in its sole and absolute discretion, may extend the period of delivery of Products by such period as Seller may deem reasonable with such period not exceeding three (3) months from the agreed delivery date, or withhold or cancel delivery of any Products, or cancel any or all Confirmed Orders without any further obligations to Customer whatsoever. In such event, Customer shall be responsible for any and all costs and expenses incurred, or damages or losses suffered by Seller in connection with any such delay notwithstanding any action or inaction by Seller with regard to such delay. Any remaining Products that have not been accepted by Customer within the extended delivery period determined by Seller will be delivered and invoiced by Seller to Customer and Customer agrees to accept such delivery and pay for the purchase price and other amounts payable for the delivered Products.

8. EXAMINATION AND CONFORMITY TO ORDER

8.1. Promptly upon receipt of any Products, Customer shall conduct a full and complete inspection of such Products as to any defects and to confirm compliance with all requirements of the applicable Confirmed Order. Customer shall notify Seller in writing of any packaging defects, apparent defects, or non-compliance of such Products with the applicable Confirmed Order that Customer has or could reasonably have discovered during such inspection within seven (7) days from the date of receipt of such Products, and Customer shall notify Seller in writing within three (3) days of the date on which Customer shall first have become aware of any hidden defect or non-compliance which could not reasonably have been discovered during Customer's initial inspection of the Products. Such notification shall include reasonable details (including images) on the alleged defects including lot, batch, or Order numbers.

8.2. If Customer fails to timely notify Seller of any defects or other non-compliance of any Products delivered or Customer (or its customers, employees, agents, or representatives) uses, destroys, or modifies any Products that Customer knows or should have known to be defective or non-compliant without Seller's prior written consent, Customer shall be deemed to have unconditionally accepted such Products and waived all of its claims for breach of warranty or otherwise in respect of such Products.

8.3. Customer may only return the Products to Seller with Seller's prior written approval. If the return has been approved by Seller, Customer shall return the Products to Seller at Customer's sole risk and expense to the destination directed by Seller.

8.4. Complaints of Customer in connection with the shipping or transport shall be directed to the carrier promptly upon receipt of the delivery or the freight documents.

9. LIMITED PRODUCT WARRANTY

9.1. Seller warrants to Customer that the Products will be free of defects in material and workmanship and conform with the requirements set forth in the applicable Confirmed Order for a period of twelve (12) months from the date of delivery. (the "Limited Product Warranty").

9.2. Unless expressly agreed to in writing by Seller, Seller makes no warranty that the Products comply with applicable law, regulations, or specifications in any jurisdiction in which the Products may be used, integrated or incorporated. Any governmental or other approvals necessary in connection with the use, integration or incorporation of the Products shall be Customer's sole responsibility.

9.3. The Limited Product Warranty shall be void if the Defect (as defined below) resulted from (a) improper or inadequate use, storage, handling, operation, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's requests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following delivery of the Product, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

9.4. In the event of an alleged breach of the Limited Product Warranty (a "Defect"), Customer shall, at Customer's sole expense, send the Product to Seller. Seller shall conduct the necessary tests on such Product within a reasonable period. If Seller confirms the Defect, Seller shall, at its sole option and discretion, repair or replace the Defective Product. If the repair or replacement of the Defective Product is commercially unreasonable to Seller, Seller may, at its sole discretion, issue a refund to Customer in the amount Seller deems adequate. Such repair, replacement, or refund shall be the sole liability of Seller and the sole remedy of Customer with respect to a Defect. In no event shall any warranty claims for a Defect be made after twelve (12) months from the date of Customer's receipt of the Products. Any Products or parts returned to Seller for removal or repair under this Section 9.4 shall be the property of Seller. Any applicable Limited Product Warranty period shall not start anew with the repair or replacement of the Defective Product (or any portion thereof).

9.5. Except for Limited Product Warranty, SELLER HEREBY EXPRESSLY EXCLUDES AND DISCLAIMS ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NONINFRINGEMENT. Seller makes no other warranties with respect to the Products, and no person is authorized to make any warranties on behalf of Seller that are inconsistent with the warranties set forth under this Section 9.

10. LIMITATION OF LIABILITY

10.1. IN NO EVENT SHALL SELLER BE LIABLE TO CUSTOMER, ITS CUSTOMERS, EMPLOYEES, AGENTS, AND OTHER REPRESENTATIVES FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, REVENUE, GOODWILL, OR USE, WHETHER IN AN ACTION IN CONTRACT, TORT, STRICT LIABILITY, OR IMPOSED BY STATUTE, OR OTHERWISE, EVEN IF SELLER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NOTWITHSTANDING ANY OF THE TERMS CONTAINED HEREIN, SELLER'S LIABILITY FOR ANY CLAIM – WHETHER BASED UPON CONTRACT, TORT, EQUITY, NEGLIGENCE, OR ANY OTHER LEGAL CONCEPT – SHALL IN NO EVENT EXCEED THE PURCHASE PRICE PAID BY THE CUSTOMER FOR THE PRODUCTS, GIVING RISE TO SUCH CLAIM. CUSTOMER HEREBY ACKNOWLEDGES AND AGREES THAT THE PROVISIONS OF THESE TERMS FAIRLY ALLOCATE THE RISKS BETWEEN SELLER AND CUSTOMER, THAT SELLER'S PRICING REFLECTS THIS ALLOCATION OF RISK, AND BUT FOR THIS ALLOCATION AND LIMITATION OF LIABILITY, SELLER WOULD NOT HAVE ENTERED INTO AN AGREEMENT WITH CUSTOMER FOR THE SALE OF THE PRODUCTS.

10.2. Seller shall not be liable for, and Customer assumes responsibility and shall indemnify, defend, and hold Seller harmless for any and all claims, including without limitation claims for personal injury or property damages, resulting from (a) the improper or inadequate use, storage, handling, operation, assembly, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, or repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's requests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following the delivery of the Products, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, or (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

10.3. In jurisdictions that limit or preclude limitations or exclusion of remedies, damages, or liability, such as liability for gross negligence or willful misconduct or do not allow implied warranties to be excluded, the limitation or exclusion of warranties, remedies, damages, or liability set forth in these Terms are intended to apply to the maximum extent permitted by applicable law, and these Terms shall be deemed amended to comply with such limitations or exclusions. Customer may also have other rights that vary by state, country or other jurisdiction.

11. CONFIDENTIALITY



11.1. "Confidential Information" means: (i) any know-how, trade secrets, and other business or technical information of Seller that is confidential or proprietary or due to its nature or under the circumstances of its disclosure the Customer knows or has reason to know should be treated as confidential or proprietary, including but not limited to quotations, drawings, project documentation, samples and models.

11.2. Confidential Information does not include information that: (i) is or becomes generally known to the public through no fault or breach of these Terms by the Customer; (ii) is rightfully known by the Customer at the time of disclosure without an obligation of confidentiality; (iii) is independently developed by the Customer without use of Seller's Confidential Information; (iv) is rightfully received by the Customer from a third party without restriction on use or disclosure; or (v) is disclosed with Seller's prior written approval.

11.3. Customer shall not use Seller's Confidential Information except as necessary to use the Products and will not disclose such Confidential Information to any third party except to those of its employees, agents, subcontractors, or representatives who have a bona fide need to know such Confidential Information to enable Customer to use the Products; provided that each such employee, agent, subcontractor, and/or representative is/are bound by a written agreement that contains use and nondisclosure restrictions not less stringent than the terms set forth in this Section 11.3. The Customer will employ all reasonable steps to protect Seller's Confidential Information from unauthorized use or disclosure, including, but not limited to, all steps that it takes to protect its own information of like importance. The foregoing obligations will not restrict the Customer from disclosing Seller's Confidential Information: (i) pursuant to the order or requirement of a court, administrative agency, or other governmental body, provided that the Customer gives reasonable notice to Seller to contest such order or requirement; (ii) to its legal or financial advisors; and (iii) as required under applicable securities regulations.

11.4. In the event of a violation or threatened violation of Customer's obligations under this Section 0, Seller shall be entitled to seek equitable relief, including in the form of a restraining order, orders for preliminary or permanent injunction, specific performance and any other relief that may be available from any court, without the requirement to secure or post any bond, or show actual monetary damages in connection with such relief. These remedies shall not be deemed to be exclusive but in addition to all other remedies available under these Terms, at law, or in equity.

12. INTELLECTUAL PROPERTY

Seller reserves the sole and exclusive ownership of the intellectual property rights in the Products (including but not limited to the technology used to manufacture the Products) and any improvements thereof regardless of inventorship or authorship. Customer shall not (and shall cause its employees, agents, representatives and customers to not) reverse engineer, decompile, disassemble, or decode any of Seller's intellectual property embedded or used in any of the Product.

13. FORCE MAJEURE

13.1. Seller shall not be responsible for any failure or delay in its performance under these Terms due to causes beyond its reasonable control, including, but not limited to, disruptions of the public power supply, communications, and transportation infrastructure, governmental measures, malware or hacker attacks, fire, extraordinary weather events, epidemics, pandemics (or any government restrictions implemented as a result thereof), nuclear and chemical accidents, earthquakes, war, terrorist attacks, labor disputes, strikes, lockouts, shortages of or inability to obtain labor, energy, raw materials or supplies, or other acts of God.

14. MISCELLANEOUS

14.1. If any provision contained in these Terms or any Confirmed Order is held by final judgment of a court of competent jurisdiction to be invalid, illegal, or unenforceable, such invalid, illegal, or unenforceable provision shall be severed from the remainder of these Terms or such Confirmed Order, and the remainder of these Terms or such Confirmed Order shall be enforced. In addition, the invalid, illegal, or unenforceable provision shall be deemed to be automatically modified, and, as so modified, to be included in these Terms, such modification being made to the minimum extent necessary to render such provision valid, legal, and enforceable.

14.2. Seller may assign its rights and/or delegate its liabilities under any Confirmed Order at any time. Customer may not assign its rights or delegate its responsibilities under a Confirmed Order without Seller's prior written consent.

14.3. Seller's waiver of any breach or violation of these Terms or the provisions of any Confirmed Order by Customer shall not be construed as a waiver of any other present or future breach or breaches by Customer.

14.4. The parties hereto are independent contractors and nothing in these Terms will be construed as creating a joint venture, partnership, employment, or agency relationship between the parties.

14.5. Notices by a party regarding the exercise of rights and obligations under these Terms must be signed by authorized representatives of such party, and delivered via courier, mail, or e-mail to the other party's address indicated in the applicable Confirmed Order, provided that a notice by e-mail shall only be validly given if receipt thereof is acknowledged in writing by the recipient.

15. ENTIRE AGREEMENT; CONFLICTS.

15.1. These Terms, including the applicable Confirmed Order, constitute the entire and exclusive agreement of the parties regarding the subject matter hereof and supersede any and all prior or contemporaneous agreements, communications, and understandings (both written and oral) regarding such subject matter. In the event of a conflict between the provisions of these Terms and the provisions of a Confirmed Order, the provisions of the Confirmed Order will govern and control. Seller may amend or modify these Terms from time to time. Seller may, at its sole discretion, provide Customer with written notice of any such changes, revisions, amendments, or modifications, provided, however that any such changes, revisions, amendments, or modifications shall become effective without any further action by any party and that they shall not apply to any Confirmed Order prior to the effective date of such changes, revisions, amendments, or modifications.

16. APPLICABLE LAW AND JURISDICTION

16.1. These Terms and the Confirmed Orders shall be governed by and construed in accordance with the laws of the State of Wisconsin without giving effect to any choice or conflict of law provision or rule that would defer to or cause the application of the substantive laws of any jurisdiction other than Wisconsin. The parties hereby expressly exclude the application of the 1980 United Nations Convention on Contracts for the International Sale of Goods.

16.2. Any dispute, controversy, or claim arising out of or relating to these Terms and any Confirmed Order, including but not limited to the execution, performance, or termination thereof or to any issue of liability arising out of the performance of these Terms or any Confirmed Order, which the parties have not been able to settle amicably shall be submitted to the exclusive jurisdiction of the state or federal courts with jurisdiction in the County of Calumet, Wisconsin, provided that notwithstanding the foregoing, Seller shall be entitled to seek specific performance and injunctive relief in any court of competent jurisdiction. Each party hereby waives any and all claims, pleas, or defenses (including without limitation a plea for *forum non conveniens*) that would permit such party to seek the jurisdiction of any courts or arbitration tribunals other than those set forth in the preceding sentence.

16.3. EACH PARTY HEREBY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY LEGAL PROCEEDING DIRECTLY OR INDIRECTLY ARISING OUT OF OR RELATING TO THESE TERMS.

Certificate of the Publication

Westmont Suburban Life

Description: B-1(A) DOWNTOWN CORE REZO
2326152

VILLAGE OF WESTMONT
31 W QUINCY ST
WESTMONT IL 60559

Shaw Media certifies that it is the publisher of the Westmont Suburban Life. The Westmont Suburban Life is a secular newspaper, has been continuously published weekly for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the Village of Westmont, County of DuPage, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

A notice, a true copy of which is attached, was published one time(s) in the Westmont Suburban Life, namely one time per week for one successive week(s). Publication of the notice was made in the newspaper, dated and published on
05/21/2026

This notice was also placed on a statewide public notice website as required by 715 ILCS 5/2.1.

In witness, Shaw Media has signed this certificate by Jennifer Heintzelman, its Director of Public Notices, at Westmont, Illinois, on
21st day of May, A.D. 2026

Shaw Media By:

Shaw Media, Director of Public Notices

By: Jennifer Heintzelman
its Director of Public Notices

Account Number 10074602

Amount \$554.06

LEGAL NOTICE / PUBLIC NOTICE VILLAGE OF WESTMONT PLANNING AND ZONING COMMISSION NOTICE OF PUBLICATION

NOTICE IS HEREBY GIVEN that a public hearing has been scheduled before the Westmont Planning and Zoning Commission to be held on Wednesday, June 10, 2026 at 6:00 P.M. in the Westmont Village Hall, 31 W. Quincy St., Westmont, Illinois 60559. The purpose of the hearing is to consider requests from the Village of Westmont for the following:

- Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the B-1 Downtown Edge District to the B-1(A) Downtown Core District.

2-8 1/2 North Cass Avenue; 30 North Cass Avenue 2-10, 10a and 10b West Burlington Avenue PIN(s): 09-09-222-027	32 North Cass Avenue PIN(s): 09-09-222-017	116-120 North Cass Avenue PIN(s): 09-09-215-025	15 West Quincy Street PIN(s): 09-09-407-003
10 North Cass Avenue PIN(s): 09-09-222-026	33 North Cass Avenue PIN(s): 09-10-112-005	117 North Cass Avenue PIN(s): 09-10-108-006	17 West Quincy Street PIN(s): 09-09-407-002
13 North Cass Avenue PIN(s): 09-10-112-014	34 North Cass Avenue PIN(s): 09-09-222-018	124 North Cass Avenue PIN(s): 09-09-215-018	19-23 West Quincy Street; 7 South Lincoln Street PIN(s): 09-09-407-001
14 North Cass Avenue PIN(s): 09-09-222-025	35 North Cass Avenue PIN(s): 09-10-112-004	128 North Cass Avenue PIN(s): 09-09-215-017; 09-09-215-016	15 East Quincy Street PIN(s): 09-10-303-008
15 North Cass Avenue PIN(s): 09-10-112-013	36 North Cass Avenue PIN(s): 09-09-222-015	132 North Cass Avenue PIN(s): 09-09-215-015	1 South Cass Avenue PIN(s): 09-10-300-017
17 North Cass Avenue PIN(s): 09-10-112-012	38 North Cass Avenue PIN(s): 09-09-222-014	134 North Cass Avenue PIN(s): 09-09-215-014; 09-09-215-013	15 South Cass Avenue PIN(s): 09-10-303-001
18 North Cass Avenue PIN(s): 09-09-222-023; 09-09-222-024	39 North Cass Avenue PIN(s): 09-10-112-003; 09-10-112-002	136 North Cass Avenue PIN(s): 09-09-215-012	19 South Cass Avenue PIN(s): 09-10-303-002
19 North Cass Avenue PIN(s): 09-10-112-011	41 North Cass Avenue PIN(s): 09-10-112-001	138-140 North Cass Avenue PIN(s): 09-09-215-011	21 South Cass Avenue PIN(s): 09-10-303-003
20 North Cass Avenue PIN(s): 09-09-222-022	42 North Cass Avenue PIN(s): 09-09-222-013	12 West Burlington Avenue PIN(s): 09-09-222-012	25 South Cass Avenue PIN(s): 09-10-303-004
21 North Cass Avenue PIN(s): 09-10-112-010	100 North Cass Avenue PIN(s): 09-09-215-024	14 West Burlington Avenue PIN(s): 09-09-222-011	28-44 South Cass Avenue PIN(s): 09-09-407-023; 09-09-430-001; 09-09-430-002; 09-09-430-003; 09-09-430-004; 09-09-430-005; 09-09-430-006; 09-09-430-007; 09-09-430-008; 09-09-430-009; 09-09-430-010; 09-09-430-011; 09-09-430-012; 09-09-430-013; 09-09-430-014; 09-09-430-015; 09-09-430-016; 09-09-430-017; 09-09-430-018; 09-09-430-019; 09-09-430-020; 09-09-430-021; 09-09-430-022; 09-09-430-023; 09-09-430-024
22 North Cass Avenue PIN(s): 09-09-222-021	101 North Cass Avenue PIN(s): 09-10-108-011; 09-10-108-010	16 West Burlington Avenue PIN(s): 09-09-222-010	
24 North Cass Avenue PIN(s): 09-09-222-020	109 North Cass Avenue PIN(s): 09-10-108-009	18 West Burlington Avenue PIN(s): 09-09-222-009	
25 North Cass Avenue PIN(s): 09-10-112-009; 09-10-112-008	110 North Cass Avenue PIN(s): 09-09-215-023	20 West Burlington Avenue PIN(s): 09-09-222-008	
26-28 North Cass Avenue PIN(s): 09-09-222-019	111 North Cass Avenue PIN(s): 09-10-108-008	1-5 West Quincy Street PIN(s): 09-09-407-027	
29-31 North Cass Avenue PIN(s): 09-10-112-007; 09-10-112-006	113 North Cass Avenue PIN(s): 09-10-108-007	7-11 West Quincy Street PIN(s): 09-09-407-022	
		13 West Quincy Street PIN(s): 09-09-407-004	35 South Cass Avenue PIN(s): 09-10-303-051

1 North Cass Avenue Legal Description: LOTS 16 THRU 22 IN BLOCK 13 IN ARTHUR T. MCINTOSH AND COMPANY'S FIRST ADDITION TO WESTMONT, BEING A SUBDIVISION IN THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 10, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 10, 1921 AS DOCUMENT 150101, AND ALSO, THE VACATED 16 FOOT ALLEY BETWEEN LOT 18 AND LOTS 19 THRU 22 IN AFORESAID BLOCK 13, AND ALSO, THAT PART OF BURLINGTON AVENUE LYING EAST OF CASS AVENUE AND BETWEEN LOTS 7 AND 8 IN BLOCK 12 AND LOTS 16 THRU 19 IN SAID BLOCK 13 MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 19, THENCE NORTH 01 DEGREES 51 MINUTES 52 SECONDS WEST ALONG THE EAST LINE OF SAID CASS AVENUE 46.02 FEET, THENCE NORTH 89 DEGREES 36 MINUTES 48 SECONDS EAST 25.00 FEET, THENCE NORTH 00 DEGREES 23 MINUTES 12 SECONDS WEST 20.00 FEET TO THE SOUTH LINE OF SAID LOT 8, THENCE ALONG SAID SOUTH LINE SOUTH 12 SECONDS WEST 36.00 FEET, THENCE SOUTH 00 DEGREES 23 MINUTES 12 SECONDS WEST 85.00 FEET, THENCE SOUTH 89 DEGREES 36 MINUTES 48 SECONDS WEST 85.00 FEET, THENCE SOUTH 00 DEGREES 23 MINUTES 12 SECONDS WEST 16.00 FEET, THENCE NORTH 89 DEGREES 36 MINUTES 48 SECONDS EAST 181.50 FEET, THENCE SOUTH 00 DEGREES 23 MINUTES 12 SECONDS EAST TO THE NORTH LINE OF SAID LOT 16, THENCE SOUTH 89 DEGREES 36 MINUTES 48 SECONDS WEST ALONG THE NORTH LINES OF SAID LOTS 16 THRU 19 A DISTANCE OF 290.32 FEET TO THE POINT OF BEGINNING, AND ALSO, THAT PART OF LOTS 15 AND 23 IN AFORESAID BLOCK 13 LYING WEST OF THE FOLLOWING DESCRIBED LINE: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 23, THENCE NORTH 89 DEGREES 36 MINUTES 48 SECONDS EAST ALONG THE SOUTH LINE OF SAID LOT 23 A DISTANCE OF 351.80 FEET FOR THE POINT OF BEGINNING, THENCE NORTH 00 DEGREES 23 MINUTES 12 SECONDS WEST 150.00 FEET, THENCE NORTH 28 DEGREES 54 MINUTES 39 SECONDS EAST 28.61 FEET TO THE NORTH LINE OF SAID LOT 15, ALL IN DUPAGE COUNTY, ILLINOIS.

- Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the M-1 Limited Manufacturing District to the B-1(A) Downtown Core District.

20-26 East Quincy Street PIN(s): 09-10-300-014; 09-10-300-016
--
- Comprehensive Plan Map Amendment to change the future land use designation of the properties listed below, all in Westmont, Illinois, 60559, from Single Family Attached Residential to Downtown Mixed-Use.

20-26 East Quincy Street PIN(s): 09-10-300-014; 09-10-300-016
--
- Zoning Map Amendment to rezone the split-zoned property listed below, in Westmont, Illinois, 60559, from the B-1 Downtown Edge District and the R-3 Single-Unit Residential District to the B-1(A) Downtown Core District.

139 North Cass Avenue PIN(s): 09-10-108-019
--
- Comprehensive Plan Map Amendment to change the future land use designation of the properties listed below, all in Westmont, Illinois, 60559, from Single Family Detached Residential to Downtown Mixed-Use.

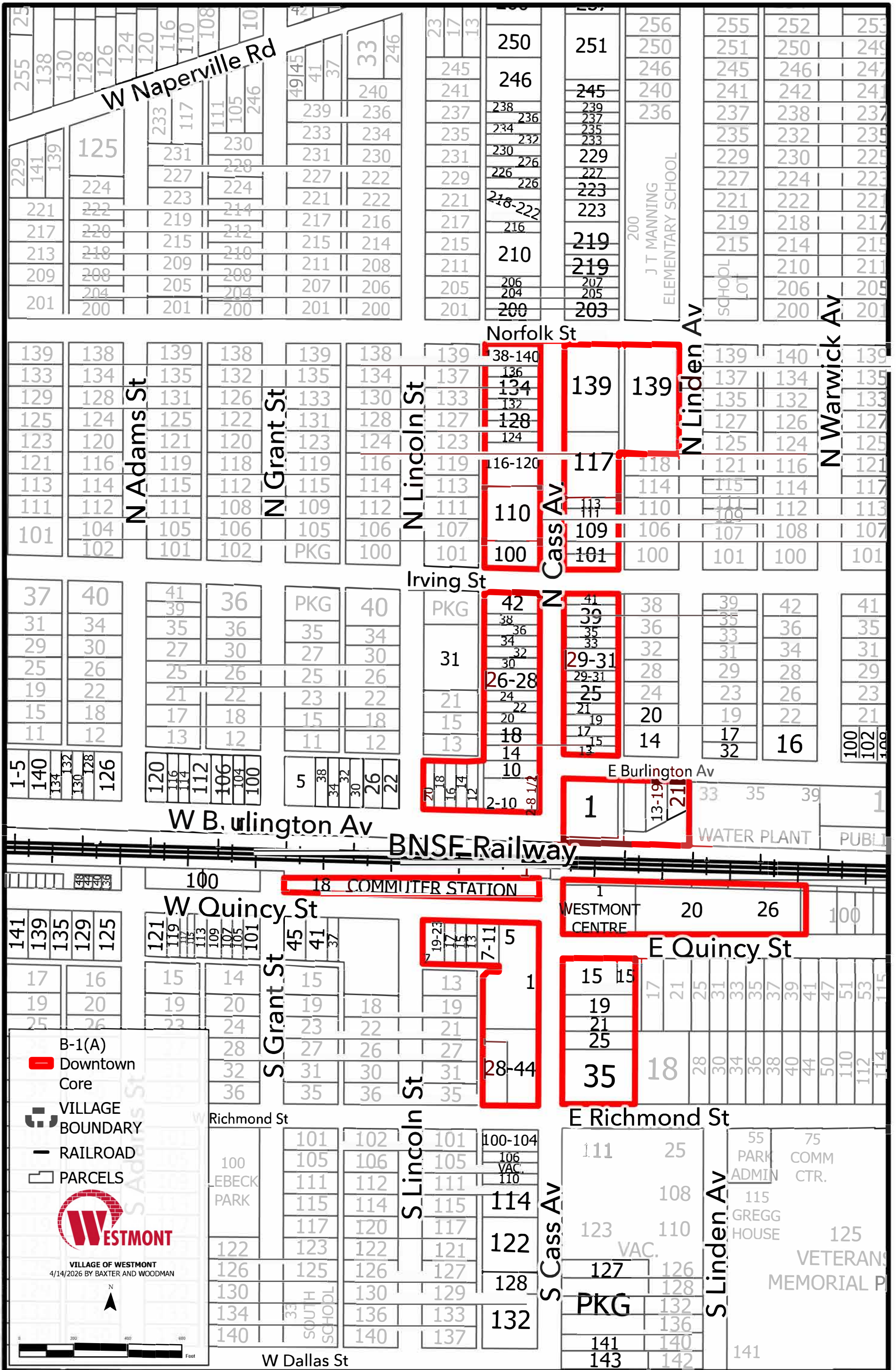
139 North Cass Avenue PIN(s): 09-10-108-019
--
- Zoning Map Amendment to rezone the split-zoned property listed below, in Westmont, Illinois, 60559, from being partially unzoned and from the R-5 General Residential District to the B-1(A) Downtown Core District.

18 West Quincy Street PIN(s): 09-09-502-007
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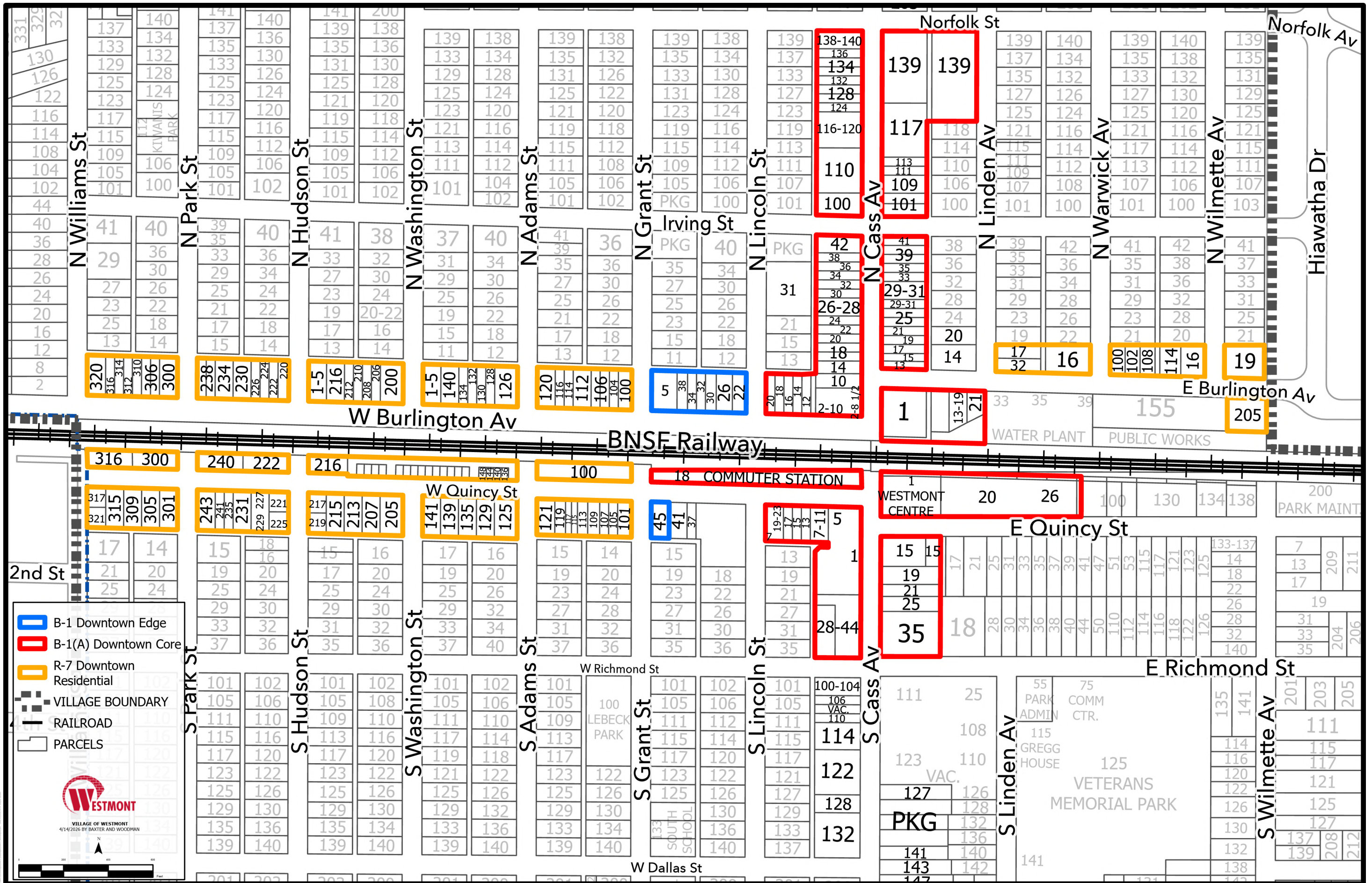
Village Code(s) Applicable: Chapter 95, Section 4.01; Section 14.02
 Note: Any person who has a disability requiring a reasonable accommodation to participate in the meeting should contact the ADA Compliance Officer, 8:00 A.M. to 4:00 P.M. Monday through Friday, Village of Westmont, Illinois, 60559; or telephone (630) 981-6210 voice, within a reasonable time before the meeting. All interested persons in attendance will be allowed to express their views. WESTMONT PLANNING AND ZONING COMMISSION Doug Carmichael, Chairperson
 (Published in Westmont Suburban Life May 21, 2026) 2326152

VILLAGE OF WESTMONT

DuPage County
DOWNTOWN REZONING - B-1(A)



VILLAGE OF WESTMONT
DuPage County
DOWNTOWN REZONING





VILLAGE OF WESTMONT
Board of Trustees Memorandum
July 9, 2026

Item for Board of Trustees Consideration:

Board to consider an ordinance approving a request from the Village of Westmont for the following:

1. Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the B-1 Downtown Edge District to the B-1(A) Downtown Core District.

1 North Cass Avenue	34 North Cass Avenue	12 West Burlington Avenue
2-8 ½ North Cass Avenue; 2-10, 10a, and 10b West Burlington Avenue	35 North Cass Avenue	14 West Burlington Avenue
10 North Cass Avenue	36 North Cass Avenue	16 West Burlington Avenue
13 North Cass Avenue	38 North Cass Avenue	18 West Burlington Avenue
14 North Cass Avenue	39 North Cass Avenue	20 West Burlington Avenue
15 North Cass Avenue	41 North Cass Avenue	1-5 West Quincy Street
17 North Cass Avenue	42 North Cass Avenue	7-11 West Quincy Street
18 North Cass Avenue	100 North Cass Avenue	13 West Quincy Street
19 North Cass Avenue	101 North Cass Avenue	15 West Quincy Street
20 North Cass Avenue	109 North Cass Avenue	17 West Quincy Street
21 North Cass Avenue	110 North Cass Avenue	19-23 West Quincy Street;
22 North Cass Avenue	111 North Cass Avenue	7 South Lincoln Street
24 North Cass Avenue	113 North Cass Avenue	15 East Quincy Street
25 North Cass Avenue	116-120 North Cass Avenue	1 South Cass Avenue
26-28 North Cass Avenue	117 North Cass Avenue	15 South Cass Avenue
29-31 North Cass Avenue	124 North Cass Avenue	19 South Cass Avenue
30 North Cass Avenue	128 North Cass Avenue	21 South Cass Avenue
32 North Cass Avenue	132 North Cass Avenue	25 South Cass Avenue
33 North Cass Avenue	134 North Cass Avenue	28-44 South Cass Avenue
	136 North Cass Avenue	35 South Cass Avenue
	138-140 North Cass Avenue	

2. Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the M-1 Limited Manufacturing District to the B-1(A) Downtown Core District.

20-26 East Quincy Street

3. Comprehensive Plan Map Amendment to change the future land use designation of the properties listed below, all in Westmont, Illinois, 60559, from Single Family Attached Residential to Downtown Mixed-Use.

20-26 East Quincy Street

4. Zoning Map Amendment to rezone the split-zoned property listed below, in Westmont, Illinois,

60559, from the B-1 Downtown Edge District and the R-3 Single-Unit Residential District to the B-1(A) Downtown Core District.

139 North Cass Avenue

5. Comprehensive Plan Map Amendment to change the future land use designation of the properties listed below, all in Westmont, Illinois, 60559, from Single Family Detached Residential to Downtown Mixed-Use.

139 North Cass Avenue

6. Zoning Map Amendment to rezone the split-zoned property listed below, in Westmont, Illinois, 60559, from being partially unzoned and from the R-5 General Residential District to the B-1(A) Downtown Core District.

18 West Quincy Street

Planning & Zoning Commission Recommendation:

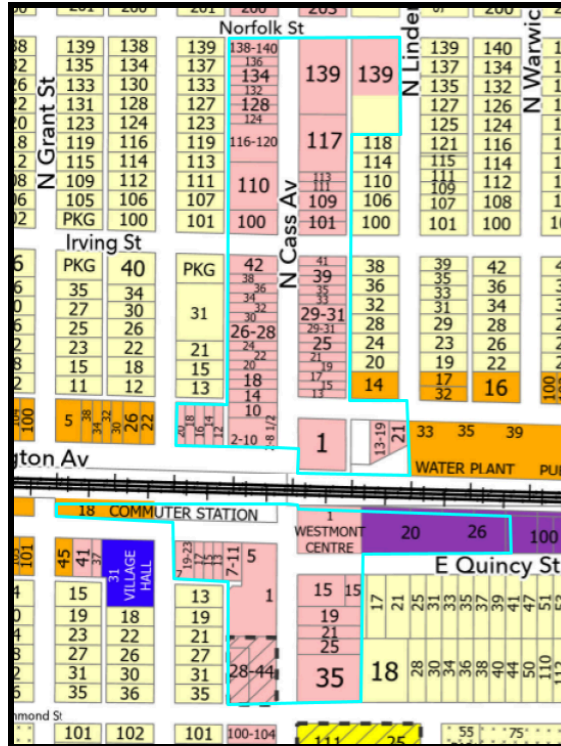
The Planning & Zoning Commission held a public hearing on this case during its regular meeting on June 10, 2026, where the Commission unanimously recommended approval of all requests (5-0-2, 2 absent). At the public hearing, members of the public and two written comments received prior to the meeting, raised concerns about the B-1(A) northern and eastern boundaries, concerns about redevelopment negatively affecting the existing Downtown character, and concerns about future developments straining traffic and parking. Other members of the public expressed support for the rezoning, hoping to see new development complement and enhance Downtown Westmont.

I. BACKGROUND OF ITEM

- A. Location: The properties proposed to be rezoned to the B-1(A) Downtown Core District (“B-1(A) Proposal”) are generally along Cass Avenue between Richmond and Norfolk Streets, Burlington Avenue between North Linden Avenue and North Lincoln Street, and West Quincy Street until South Lincoln Street. Being the core of Downtown Westmont, land uses in the area include restaurants, retail shops, offices, consumer services, dwelling units, parking lots, and the Westmont Metra Station.



Aerial Map - B-1(A) Proposal (source: DuPage County Parcel Viewer)



Zoning Map - B-1(A) Proposal

B. Zoning Designations:

SUBJECT PROPERTIES	B-1 Downtown Edge, M-1 Limited Manufacturing, & R-3 Single-Unit Residential
NORTH	B-1 Downtown Edge & R-3 Single-Unit Residential
EAST	R-3 Single-Unit Residential, R-5 General Residential, & M-1 Limited Manufacturing
SOUTH	B-1 Downtown Edge, R-3 Single-Unit Residential & R-4 General Residential/Planned Development
WEST	R-3 Single-Unit Residential, R-5 General Residential (<i>proposed R-7 & B-1</i>) & P/I Public and Institutional

C. Neighborhood Characteristics:

The B-1(A) Proposal encompasses the central blocks of Downtown Westmont. As a result, there are a wide range of businesses. This includes restaurants, retail shops, consumer services, business and medical offices, plus the occasional public and institutional use. The B-1(A) Proposal also is home to many dwelling units, including dwelling units above the ground floor, on the ground floor behind commercial spaces, and fully-residential buildings. Most buildings contribute to a strong streetwall, with buildings coming up to the front property line. The streetwall is occasionally broken up by a parking lot or vacant lot. In most cases, the B-1(A) Proposal is separated from adjacent detached houses by an alley or street right-of-way.

II. PETITIONER REQUEST:

The Village of Westmont has requested a Zoning Map Amendment to rezone all properties in the proposal area to the B-1(A) Downtown Core District. Comprehensive Plan Map amendments have been requested specifically for 20-26 East Quincy Street and 139 North Cass Avenue to change the future land use designation from Single Family Attached Residential and Single Family Detached Residential (respectively) to Downtown Mixed-Use.

III. ZONING ANALYSIS

A. Zoning and Comprehensive Plan Designations

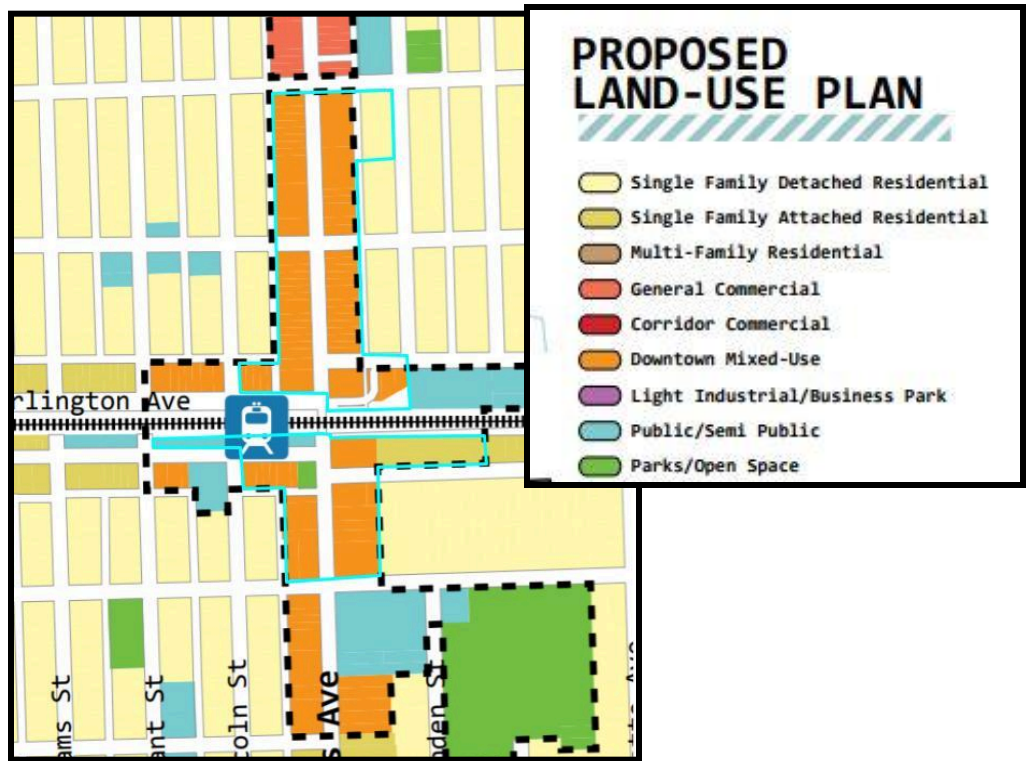
Except for 139 North Cass Avenue and 20-26 East Quincy Street, the current zoning district of the B-1(A) Proposal is B-1 Downtown Edge District, which is intended to be more flexible, allowing a wider mix of supporting uses in the downtown area, while still maintaining a high level of walkability.

139 North Cass Avenue is currently split-zoned between the B-1 Downtown Edge and R-3 Single-Unit Residential Districts. The zoning west of the alley is fully B-1 Downtown Edge, while the zoning east of the alley is roughly 60% B-1 and 40% R-3. The property is under single commercial ownership and historically used as commercial parking lots, and identified as one parcel with the accessory uses (the parcel is split-zoned, not the lots).

20-26 East Quincy Street is currently zoned M-1 Limited Manufacturing District. The manufacturing districts are intended to provide an environment suitable for manufacturing activities that require a pleasant and nuisance-free environment and that will be compatible with nearby residential and business uses.

The Comprehensive Plan designates the future land use of a majority of properties in this area as Downtown Mixed-Use. This land use designation is described as:

“As the Village’s center and focus of a range of activities from civic and business to entertainment and residential, the downtown should provide for an appropriate variety of land uses. Mixed-use buildings should be encouraged to accommodate first floor retail/restaurant uses with office or residential above. Situated around the Westmont Metra Station, Downtown provides a tremendous opportunity for transit-oriented development which should consist primarily of mixed-use development that fosters an active pedestrian oriented node.”



Comprehensive Plan - Proposed Land Use Map - B-1(A) Proposal

139 North Cass Avenue has two (2) future land use designations: Downtown Mixed-Use west of the alley, and Single Family Detached Residential on the east side. The eastern side's designation is explained to "... provide for freestanding residential dwellings such as single-family homes. Single-family residential areas should consist of one detached single household per lot, organized into neighborhoods or subdivisions. New homes should consider the established character of surrounding single-family areas. "

20-26 Easy Quincy Street has a future land use of Single Family Attached Residential, meaning that redeveloping this property with buildings such as duplexes, townhomes, and rowhomes are appropriate.

Furthermore, the B-1(A) Proposal is fully in the Downtown Subarea. The land use framework is split into four (4) categories, shown in attachment 4(B):

- Properties facing North Cass Avenue: Mixed-Use Core
 - *"Blocks on which specialty retail, pedestrian-intensive services, and restaurants should be focused, and buildings should be placed along the front property line and integrate a high level of design and building materials."*
- Properties facing West Burlington Avenue: Burlington West
 - *"Two-block area west of Cass Avenue containing one- to two-story mixed use buildings that host secondary office and retail uses and transition in scale and setback to adjacent neighborhoods."*
- Properties facing West Quincy Street and South Cass Avenue: Civic Core
 - *"Areas containing public offices, services, and open space, as well as secondary downtown retail and restaurant activity in a mix of building forms, including multi-story buildings placed at the front lot line, building with small setbacks, and residential structures converted for commercial use. "*
- 20-26 East Quincy Street: Burlington East
 - *"Three-block area east of Cass Avenue currently hosting secondary retail, light industrial, or public works uses that can transform over time into Downtown supportive housing, mixed-use, and/or Downtown square."*

B. Entitlement Request

Chapter 95, Section 14.02 dictates the following regarding zoning map amendment requests:

(2) Zoning Map Amendments

(a) The decision to amend the zoning map is a matter of legislative discretion that is not controlled by any single standard. In making recommendations and decisions about zoning map amendments, review and decision-making bodies must consider at least the following factors:

- i. The existing use and zoning of nearby property;*
- ii. The extent to which the particular zoning restrictions affect property values;*
- iii. The extent to which any diminution in property value is offset by an increase in the public health, safety and welfare;*
- iv. The suitability of the subject property for its zoned purposes;*
- v. The length of time that the subject property has been vacant as zoned, considering the context of land development in the vicinity;*
- vi. The value to the community of the proposed zoning map amendment; and*
- vii. The comprehensive plan.*

(b) In acting on zoning map amendments, review and decision-making bodies are expressly authorized to recommend and approve a less intensive zoning district classification than the zoning district that was described in required public notices.

- **Zoning Map Amendment from the B-1 Downtown Edge District to the B-1(A) Downtown Core District [all properties except those listed later in this section].**

Background on the Request

When the comprehensive amendments were adopted in August of 2025, two new zoning districts were created: B-1(A) Downtown Core and the R-7 Downtown Residential. The bulk regulations of the B-1 Limited Business District were also amended, and the district was retitled “Downtown Edge”.

The B-1(A) is intended to maintain and enhance a vibrant, main-street, storefront development pattern within the central business district and focus denser developments within the core of the downtown. The next step after adopting the comprehensive amendments is to request the necessary rezoning changes that are largely aligned with the adopted 2013 Comprehensive Plan and 2015 Commercial Design Guidelines. Although some requests also require updates to the comprehensive plan land use plan map to better align with the existing conditions that have emerged since its original adoption over a decade ago.

The proposed B-1(A) boundaries largely follow the Future Land Use and Downtown Subarea Plans, being within one block of the Westmont Metra Station, except for on the north side where the boundary goes up to Norfolk Street.

Building Regulations

The only building type allowed in the B-1(A) district is storefront building. This zoning district’s bulk regulations were designed to focus larger and denser development near the center of the Village’s Downtown and to better accommodate existing buildings. The major changes include reduced setbacks and an increased max story height of 5 stories.

Regulation	B-1(A) Downtown Core
Building Type	Storefront Building
Front Yard Setback	0-5 ft
Street Side Setback	0 ft
Interior Side Setback	0-5 ft
Rear Setback	20 ft
Max Height	70 ft
Stories	2-5
Min Outdoor Open Space	50 sq ft

Allowable Uses

All new buildings must be constructed as a storefront building. Household living is permitted when located above the ground floor. The uses allowed in the B-1(A) are intended to support the district's purpose statement of a vibrant, main-street storefront development pattern. Restaurants and retail businesses are allowed as permitted uses. Compared to the B-1 Downtown Edge, the B-1(A) allows more consumer services as special uses, especially when located on the ground floor. The full list of allowable uses can be found in Chapter 95, Article VI, and an abbreviated version is attached to this report.

- **Zoning Map Amendment to rezone from the M-1 Limited Manufacturing District to the B-1(A) Downtown Core District [20-26 East Quincy Street].**

The properties at 20-26 East Quincy Street were recently purchased by the Village as an opportunity site for redevelopment. The potential redevelopment of the site would also include 1 South Cass Avenue. To better align with the proposed zoning of 1 South Cass Avenue. This request would allow for a unified redevelopment in the future by having all properties zoned B-1(A). The allowable uses and building types mentioned previously for the B-1(A) would be the same for these properties if approved.

- **Comprehensive Plan Map Amendment to change the future land use designation from Single Family Attached Residential to Downtown Mixed-Use [20-26 East Quincy Street].**

The future land use designation of 20-26 East Quincy Street is currently Single Family Attached Residential. When the Comprehensive Plan was adopted in 2013, the Village envisioned that this type of redevelopment would occur along the railroad on East Quincy Street. However, since that time, the existing manufacturing uses that occupy most of this block have remained, and in 2020 the Village approved rezoning of this block from R-5 General Residential to M-1 Limited Manufacturing.

Though the future land use plan recommends single family attached residences as appropriate, this property is part of the Downtown subarea's Burlington East framework. This section of the framework finds downtown supportive housing and mixed-use developments to be appropriate. Amending the future land use map aligns with the subarea land use framework and future redevelopment opportunities.

- **Zoning Map Amendment to rezone the split-zoned property from the B-1 Downtown Edge District and the R-3 Single-Unit Residential District to the B-1(A) Downtown Core District [139 North Cass Avenue].**

139 North Cass Avenue is currently split-zoned between two zoning districts. The single parcel consists of 13 lots, all serving Bank of America. Based on the underlying lots, 11 are presently zoned B-1 Downtown Edge, while the remaining two (2) are zoned R-3 Single-Unit Residential. Per Sec. 1.12(F) "Split-Zoned Lots", the zoning map may not be amended to have one (1) parcel have two (2) base zoning districts. Since a majority of the property is already zoned B-1 Downtown Edge and the Comprehensive Plan and subarea plan recommends Mixed-Use as an appropriate future land use, the property is proposed to be fully rezoned B-1(A) Downtown Core.

- **Comprehensive Plan Map Amendment to change the future land use designation from Single Family Detached Residential to Downtown Mixed-Use [139 North Cass Avenue].**

As previously discussed, 139 North Cass Avenue is a single parcel with two future land use designations. The eastern half of the parcel is improved with Bank of America's drive-through and

private parking lots. The requested amendment results in the whole property's future land use being Downtown Mixed-Use, which aligns with the Mixed Use Core designation from the Downtown Subarea's land use framework.

- **Zoning Map Amendment to rezone the split-zoned property from being partially unzoned and from the R-5 General Residential District to the B-1(A) Downtown Core District [18 West Quincy Street, aka Westmont Metra Station].**

The western half of 18 West Quincy Street is zoned R-5 General Residential, while the eastern half is unzoned. Sec. 1.12(F) prohibits rezonings resulting in a split-zoned property. A map amendment to be fully zoned B-1(A) recognizes the station's location at the center of the Downtown.

IV. SUMMARY

The Village of Westmont seeks a Zoning Map Amendment to rezone the properties to the B-1(A) Downtown Core District, which will eliminate two split-zoned properties. The Village has also requested Comprehensive Plan Amendments from Single Family Detached Residential and Single Family Attached Residential to Downtown Mixed-Use. Like the requested map amendment, the future land use will be more consistent and align with the existing land uses of the property and potential redevelopment opportunities.

V. LEGAL

- A. Notification: A legal notice was published in Westmont Suburban Life on May 21, 2026.
- B. Code References: Chapter 95, Section 4.01; Section 14.02

VI. DOCUMENTS ATTACHED:

1. Publication notice appearing in the May 21, 2026 Westmont Suburban Life.
2. Rezoning Proposal Maps:
 - a. Downtown Rezoning - B-1(A) (B-1(A) Downtown Core only)
 - b. Combined Rezoning Proposal



VILLAGE OF WESTMONT
Board of Trustees Memorandum
July 9, 2026

Item for Board of Trustees Consideration:

Board to consider an ordinance approving a request from the Village of Westmont for the following:

1. Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the R-5 General Residential District to the B-1 Downtown Edge District:

45 West Quincy Street	32 West Burlington Avenue
22 West Burlington Avenue	34 West Burlington Avenue
26 West Burlington Avenue	38 West Burlington Avenue
30 West Burlington Avenue	5 North Grant Street

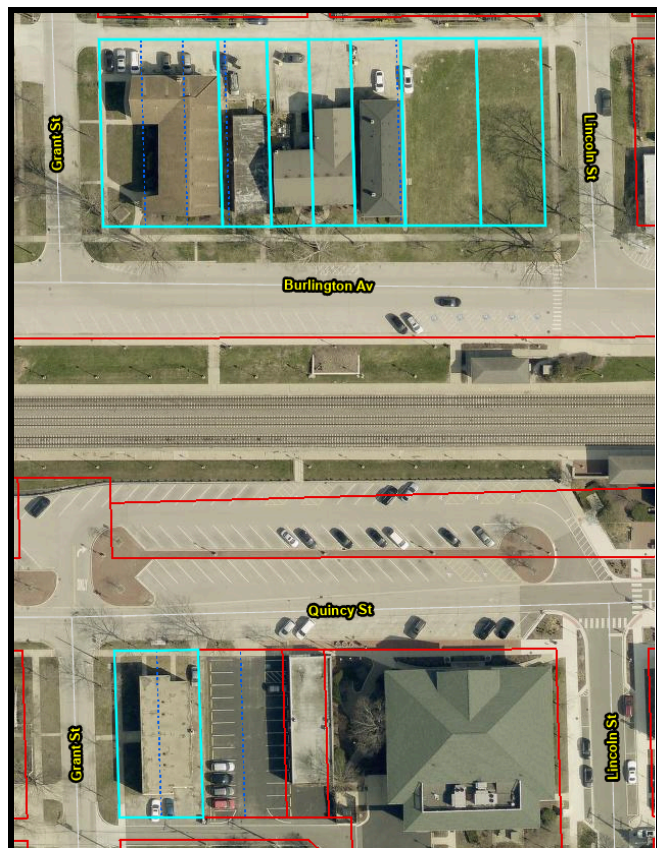
Planning & Zoning Commission Recommendation:

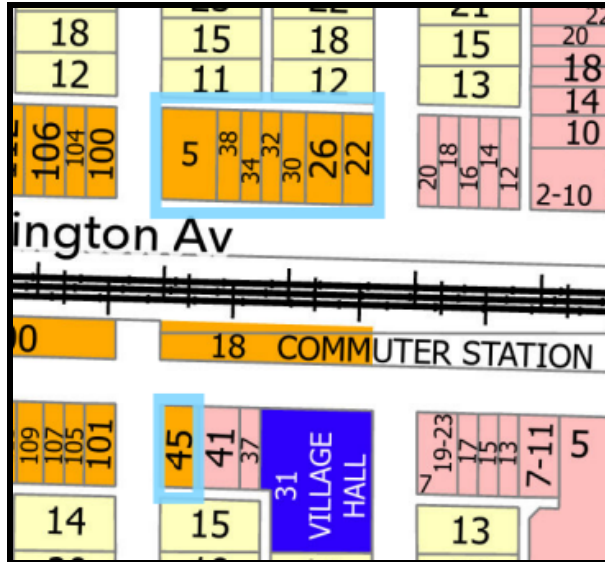
The Planning & Zoning Commission held a public hearing on this case during its regular meeting on June 10, 2026, where the Commission unanimously recommended approval of the request (5-0-2, 2 absent). At the public hearing, a property owner who owns multiple properties in the proposal area voiced support for the rezoning. Members of the public raised concerns about redevelopment negatively affecting the existing Downtown character, and concerns about future developments straining traffic and parking. Other members of the public expressed support for the rezoning, hoping to see new development complement and enhance Downtown Westmont.

I. BACKGROUND OF ITEM

- A. Location: The properties proposed to be rezoned to the B-1 Downtown Edge District ("B-1 Proposal") are along West Burlington Avenue between North Grant and North Lincoln Streets and at the southeast corner of West Quincy and South Grant Streets. Land uses in this area include vacant lots, two-story multi-unit residential buildings, a single-story medical office, and a two-story building formerly occupied by business offices, but is currently sitting vacant.

To the right:
Aerial Map - B-1 Proposal
(source: DuPage County Parcel Viewer)





Zoning Map - B-1 Proposal

B. Zoning Designations:

SUBJECT PROPERTIES R-5 General Residential
NORTH & SOUTH R-3 Single-Unit Residential
EAST B-1 Downtown Edge (*proposed B-1(A) Downtown Core on Burlington*)
WEST R-5 General Residential (*proposed R-7 Downtown Residential*)

C. Neighborhood Characteristics:

The B-1 Proposal area is bordered by a mix of housing types to the west, commercial properties to the east, detached houses to the north and south, and is bisected by the BNSF railroad. The proposal area serves as an east-west transition from commercial to residential and as a buffer separating the established detached residential neighborhood from the railroad.

II. **PETITIONER REQUEST:**

The Village of Westmont has requested a Zoning Map Amendment to rezone these properties from the R-5 General Residential District to the B-1 Downtown Edge District.

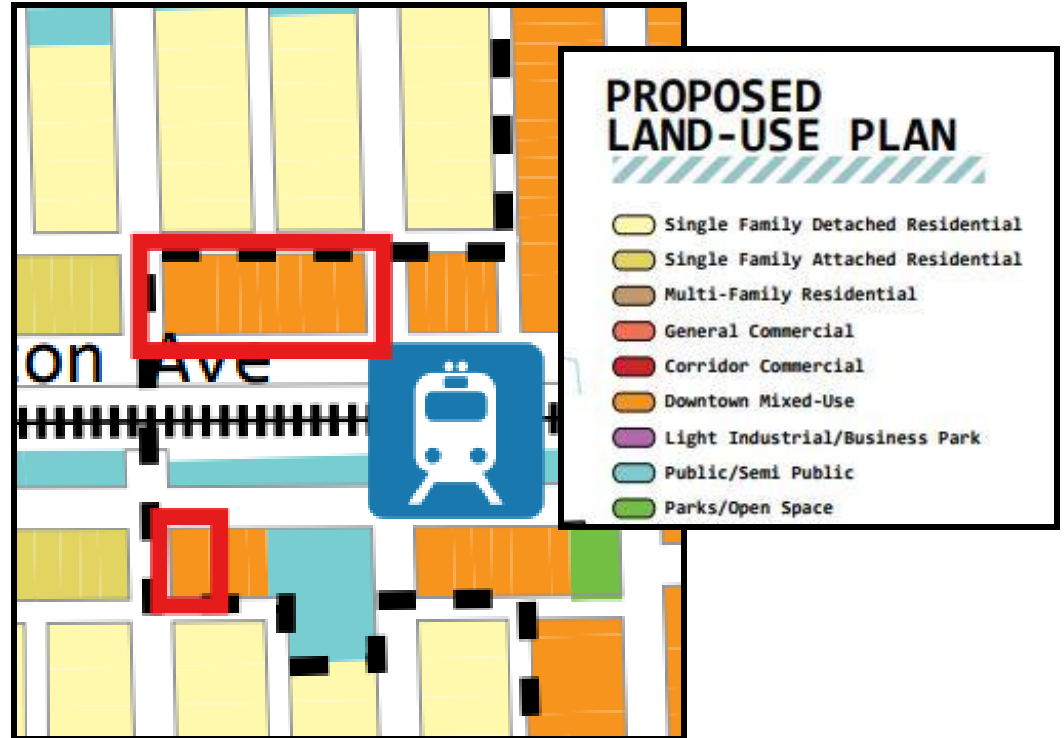
III. **ZONING ANALYSIS**

A. Zoning and Comprehensive Plan Designations

The current zoning district of the property is R-5 General Residential District, which is intended to promote a variety of housing opportunities, ranging from detached houses to multi-unit residential buildings.

The Comprehensive Plan designates the future land use in this area as Downtown Mixed-Use. This land use designation is described as:

“As the Village’s center and focus of a range of activities from civic and business to entertainment and residential, the downtown should provide for an appropriate variety of land uses. Mixed-use buildings should be encouraged to accommodate first floor retail/restaurant uses with office or residential above. Situated around the Westmont Metra Station, Downtown provides a tremendous opportunity for transit-oriented development which should consist primarily of mixed-use development that fosters an active pedestrian oriented node.”



Comprehensive Plan - Proposed Land Use Map - B-1 Proposal

Furthermore, the subject properties are in the Downtown Subarea. The land use framework is split in two. 45 West Quincy Street is part of the civic core area. This land use designation is described as:

“Areas containing public offices, services, and open space, as well as secondary downtown retail and restaurant activity in a mix of building forms, including multi-story buildings placed at the front lot line, building with small setbacks, and residential structures converted for commercial use..”

The properties along Burlington Avenue are part of the Burlington West framework. This framework recognizes that this area contains *“...one- to two-story mixed use buildings that host secondary office and retail uses and transition in scale and setback to adjacent neighborhoods.”*

B. Entitlement Request

- **Zoning Map Amendment from the R-5 General Residential District to the R-7 Downtown Residential District.**

Chapter 95, Section 14.02 dictates the following regarding zoning map amendment request:

(2) Zoning Map Amendments

(a) The decision to amend the zoning map is a matter of legislative discretion that is not controlled by any single standard. In making recommendations and decisions about zoning map amendments, review and decision-making bodies must consider at least the following factors:

- The existing use and zoning of nearby property;*
- The extent to which the particular zoning restrictions affect property values;*
- The extent to which any diminution in property value is offset by an increase in*

- the public health, safety and welfare;*
- iv. The suitability of the subject property for its zoned purposes;*
- v. The length of time that the subject property has been vacant as zoned, considering the context of land development in the vicinity;*
- vi. The value to the community of the proposed zoning map amendment; and*
- vii. The comprehensive plan.*

(b) In acting on zoning map amendments, review and decision-making bodies are expressly authorized to recommend and approve a less intensive zoning district classification than the zoning district that was described in required public notices.

Background on the Request

When the comprehensive zoning ordinance amendments were adopted in August of 2025, two new zoning districts were created: B-1(A) Downtown Core and the R-7 Downtown Residential. The bulk regulations of the B-1 Limited Business District were also amended, and the district was retitled “Downtown Edge”. Although the regulations and allowed uses largely stayed the same, the amendments re-examined the building typology to provide better clarity for property owners, businesses, and developers. Buildings located in the B-1 Downtown Edge may be fully-residential, fully-commercial, or mixed-use.

As discussed above in Section III(A), the Comprehensive Plan finds the Downtown Mixed-Use is an appropriate future land use. According to the Plan, new developments on the subject properties should feature commercial uses on the ground floor and dwelling units above. Building on this designation, the Downtown Subarea plan recognizes the existing character of these blocks as a secondary downtown area that transitions from the Downtown’s core and the BNSF railroad to adjacent residential uses. The B-1 district accomplishes the Plan’s vision, while also allowing smaller buildings than the B-1(A) Downtown Core.

Having already completed comprehensive zoning ordinance amendments, the next step is to request rezonings to the newly-created and amended districts. The rezoning proposals are heavily influenced by the 2013 Comprehensive Plan and 2015 Commercial Design Guidelines.

Building Regulations

The B-1 allows for two building types: storefront and general. This zoning district’s bulk regulations were designed to be very similar to what was allowed in the B-1 Limited Business District prior to the comprehensive amendments.

Regulation	B-1 Downtown Edge	
Building Type	Storefront Building	General Building
Front Yard Setback	0-5 ft	5-20 ft
Street Side Setback	0 ft	5 ft
Interior Side Setback	0-5 ft	0-5 ft
Rear Setback	20 ft	20 ft

Max Height	46 ft	46 ft
Stories	1-3	1-3.5
Min Outdoor Open Space	50 sq ft	50 sq ft

Both building types have smaller front, street side, and interior side yard setbacks than the R-5 General Residential District. Though the setbacks are smaller, they result in buildings being closer to the street than to the detached houses across the alley. Buildings can also be up to 46 feet tall, which is 11 feet taller than the maximum height of 35 feet in the R-5 district.

Allowable Uses

The intent of the B-1 district is to be more flexible both in terms of built form and allowable uses. Whereas the B-1(A) district is meant to primarily accommodate restaurants and retail businesses, the B-1 allows for a wider range of supporting uses, such as salons on the ground floor, instructional services (e.g. dance schools), funeral and mortuary services, and even fully-residential buildings. The full list of allowable uses can be found in Chapter 95, Article VI, and an abbreviated version is attached to this report.

IV. SUMMARY

The Village of Westmont seeks a Zoning Map Amendment to rezone the subject properties from the R-5 General Residential District to the B-1 Downtown Edge District. The proposed map amendment is consistent with the recommendations of the Comprehensive Plan to see mixed-use developments in this area, while also transitioning in scale from the more intense Downtown Core to adjacent residential properties.

V. LEGAL

- A. Notification: A legal notice was published in Westmont Suburban Life on May 21, 2026.
- B. Code References: Chapter 95, Section 4.01; Section 14.02

VI. DOCUMENTS ATTACHED:

- 1. Publication notice appearing in the May 21, 2026 Westmont Suburban Life.
- 2. Rezoning Proposal Maps:
 - a. Downtown Rezoning - B-1 (B-1 Downtown Edge only)

Certificate of the Publication

Westmont Suburban Life

Description: B-1 EDGE REZONING
2326042

VILLAGE OF WESTMONT
31 W QUINCY ST
WESTMONT IL 60559

Shaw Media certifies that it is the publisher of the Westmont Suburban Life. The Westmont Suburban Life is a secular newspaper, has been continuously published weekly for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the Village of Westmont, County of DuPage, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

A notice, a true copy of which is attached, was published one time(s) in the Westmont Suburban Life, namely one time per week for one successive week(s). Publication of the notice was made in the newspaper, dated and published on 05/21/2026

This notice was also placed on a statewide public notice website as required by 715 ILCS 5/2.1.

In witness, Shaw Media has signed this certificate by Jennifer Heintzelman, its Director of Public Notices, at Westmont, Illinois, on 21st day of May, A.D. 2026

Shaw Media By:

Shaw Media, Director of Public Notices

By: Jennifer Heintzelman
its Director of Public Notices

Account Number 10074602

Amount \$137.90

LEGAL NOTICE / PUBLIC NOTICE VILLAGE OF WESTMONT PLANNING AND ZONING COMMISSION NOTICE OF PUBLICATION

NOTICE IS HEREBY GIVEN that a public hearing has been scheduled before the Westmont Planning and Zoning Commission to be held on Wednesday, June 10, 2026 at 6:00 P.M. in the Westmont Village Hall, 31 W. Quincy St., Westmont, Illinois 60559. The purpose of the hearing is to consider a request from the Village of Westmont for the following:

1. Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the R-5 General Residential District to the B-1 Downtown Edge District.

45 West Quincy Street PIN(s): 09-09-406-001	32-34 West Burlington Avenue PIN(s): 09-09-221-017 ; 09-09-221-018
22 West Burlington Avenue PIN(s): 09-09-221-022	38 West Burlington Avenue PIN(s): 09-09-221-016
26 West Burlington Avenue PIN(s): 09-09-221-021	5 North Grant Street PIN(s): 09-09-221-015
30 West Burlington Avenue PIN(s): 09-09-221-023	

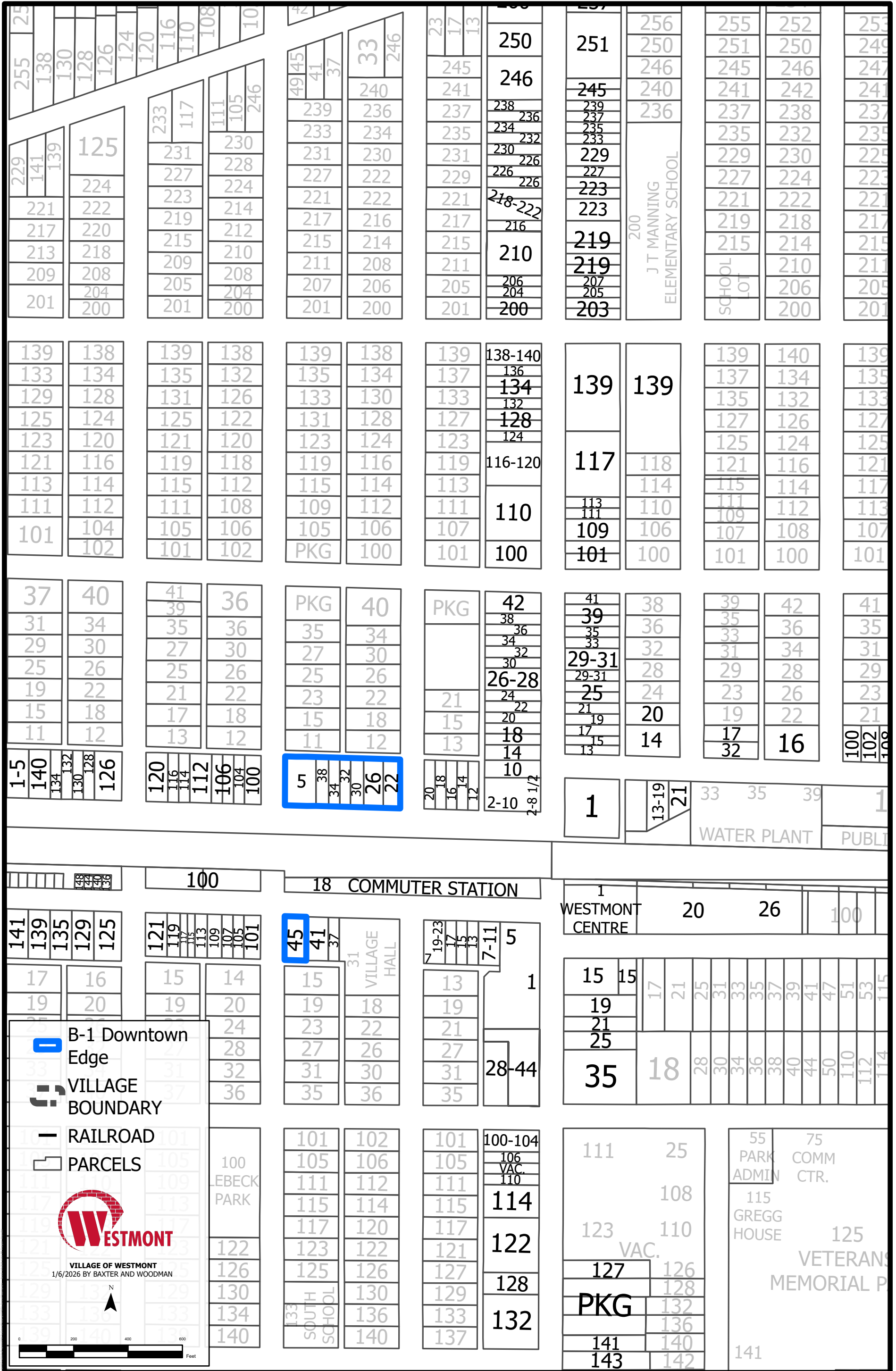
Village Code(s) Applicable: Chapter 95, Section 4.01; Section 14.02

Note: Any person who has a disability requiring a reasonable accommodation to participate in the meeting should contact the ADA Compliance Officer, 8:00 A.M. to 4:00 P.M. Monday through Friday, Village of Westmont, Illinois, 60559; or telephone (630) 981-6210 voice, within a reasonable time before the meeting. All interested persons in attendance will be allowed to express their views.

WESTMONT PLANNING AND ZONING COMMISSION Doug Carmichael, Chairperson
(Published in Westmont Suburban Life May 21, 2026) 2326042

VILLAGE OF WESTMONT

DuPage County
DOWNTOWN REZONING - B-1



Certificate of the Publication

Westmont Suburban Life

Description:R-7 DOWNTOWN RESI REZONIN
2326156

VILLAGE OF WESTMONT
31 W QUINCY ST
WESTMONT IL 60559

Shaw Media certifies that it is the publisher of the Westmont Suburban Life. The Westmont Suburban Life is a secular newspaper, has been continuously published weekly for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the Village of Westmont, County of DuPage, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

A notice, a true copy of which is attached, was published one time(s) in the Westmont Suburban Life, namely one time per week for one successive week(s). Publication of the notice was made in the newspaper, dated and published on
05/21/2026

This notice was also placed on a statewide public notice website as required by 715 ILCS 5/2.1.

In witness, Shaw Media has signed this certificate by Jennifer Heintzelman, its Director of Public Notices, at Westmont, Illinois, on
21st day of May, A.D. 2026

Shaw Media By:

Shaw Media, Director of Public Notices

By: /Jennifer Heintzelman/
its Director of Public Notices

Account Number 10074602

Amount \$554.06

LEGAL NOTICE / PUBLIC NOTICE VILLAGE OF WESTMONT PLANNING AND ZONING COMMISSION NOTICE OF PUBLICATION

NOTICE IS HEREBY GIVEN that a public hearing has been scheduled before the Westmont Planning and Zoning Commission to be held on Wednesday, June 10, 2026 at 6:00 P.M. in the Westmont Village Hall, 31 W. Quincy St., Westmont, Illinois 60559. The purpose of the hearing is to consider a request from the Village of Westmont for the following: 1. Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the R-5 General Residential District to the R-7 Downtown Residential District.

100 West Quincy Street PIN(s): 09-09-227-002; 09-09-227-001	216 West Quincy Street PIN(s): 09-09-225-001	106 West Burlington Avenue PIN(s): 09-09-220-021; 09-09-220-020	PIN(s): 09-09-217-025;
101 West Quincy Street PIN(s): 09-09-404-007	217 West Quincy Street PIN(s): 09-09-402-019	112 West Burlington Avenue PIN(s): 09-09-220-019	238 West Burlington Avenue PIN(s): 09-09-217-016; 09-09-217-017
105 West Quincy Street PIN(s): 09-09-404-006	219 West Quincy Street PIN(s): 09-09-402-020	114 West Burlington Avenue PIN(s): 09-09-220-018	300 West Burlington Avenue PIN(s): 09-09-216-023, 09-09-216-024; 09-09-216-025; 09-09-216-026
107 West Quincy Street PIN(s): 09-09-404-005	221 West Quincy Street PIN(s): 09-09-401-020	116 West Burlington Avenue PIN(s): 09-09-220-017	306 West Burlington Avenue PIN(s): 09-09-216-020; 09-09-216-019
109 West Quincy Street PIN(s): 09-09-404-004	222 West Quincy Street PIN(s): 09-09-224-002	120 West Burlington Avenue PIN(s): 09-09-220-016	310 West Burlington Avenue PIN(s): 09-09-216-028
113 West Quincy Street PIN(s): 09-09-404-024	225 West Quincy Street PIN(s): 09-09-401-021	126 West Burlington Avenue PIN(s): 09-09-219-021	312 West Burlington Avenue PIN(s): 09-09-218-027
115 West Quincy Street PIN(s): 09-09-404-023	227 West Quincy Street PIN(s): 09-09-429-001	128 West Burlington Avenue PIN(s): 09-09-219-020	314 West Burlington Avenue PIN(s): 09-09-216-032
117 West Quincy Street PIN(s): 09-09-404-022	229 West Quincy Street PIN(s): 09-09-429-002	130 West Burlington Avenue PIN(s): 09-09-219-019	316 West Burlington Avenue PIN(s): 09-09-218-031
119 West Quincy Street PIN(s): 09-09-404-021	231 West Quincy Street PIN(s): 09-09-401-004	132 West Burlington Avenue PIN(s): 09-09-219-018	320 West Burlington Avenue PIN(s): 09-09-216-022
121 West Quincy Street PIN(s): 09-09-404-001	235 West Quincy Street PIN(s): 09-09-401-003	134 West Burlington Avenue PIN(s): 09-09-219-017	1-5 North Washington Street PIN(s): 09-09-219-015
125 West Quincy Street PIN(s): 09-09-403-005	240 West Quincy Street PIN(s): 09-09-224-001	140 West Burlington Avenue PIN(s): 09-09-219-016	1-5 North Hudson Street PIN(s): 09-09-218-016
129 West Quincy Street PIN(s): 09-09-403-004	241 West Quincy Street PIN(s): 09-09-401-002	200 West Burlington Avenue PIN(s): 09-09-218-021	32 East Burlington Avenue PIN(s): 09-10-113-009
135 West Quincy Street PIN(s): 09-09-403-003	243 West Quincy Street PIN(s): 09-09-401-001	206 West Burlington Avenue PIN(s): 09-09-218-022	100 East Burlington Avenue PIN(s): 09-10-114-013
136 West Quincy Street PIN(s): 09-09-226-040	300 West Quincy Street PIN(s): 09-09-223-002	208 West Burlington Avenue PIN(s): 09-09-218-023	102 East Burlington Avenue PIN(s): 09-10-114-014
139 West Quincy Street PIN(s): 09-09-403-002	301 West Quincy Street PIN(s): 09-09-400-005	210 West Burlington Avenue PIN(s): 09-09-218-019	108 East Burlington Avenue PIN(s): 09-10-114-015
140 West Quincy Street PIN(s): 09-09-226-039	305 West Quincy Street PIN(s): 09-09-400-004	212 West Burlington Avenue PIN(s): 09-09-218-018	114 East Burlington Avenue PIN(s): 09-10-114-016
141 West Quincy Street PIN(s): 09-09-403-001	309 West Quincy Street PIN(s): 09-09-400-003	216 West Burlington Avenue PIN(s): 09-09-218-017	205 East Burlington Avenue PIN(s): 09-10-120-010
144 West Quincy Street PIN(s): 09-09-226-038	315 West Quincy Street PIN(s): 09-09-400-002	220 West Burlington Avenue PIN(s): 09-09-217-024	17 North Linden Avenue PIN(s): 09-10-113-008
148 West Quincy Street PIN(s): 09-09-226-037	316 West Quincy Street PIN(s): 09-09-223-001	222 West Burlington Avenue PIN(s): 09-09-217-023	16 North Warwick Avenue PIN(s): 09-10-113-016
205 West Quincy Street PIN(s): 09-09-402-005	317 West Quincy Street PIN(s): 09-09-400-018	224 West Burlington Avenue PIN(s): 09-09-217-022	16 North Wilmette Avenue PIN(s): 09-10-114-017
207 West Quincy Street PIN(s): 09-09-402-004	321 West Quincy Street PIN(s): 09-09-400-019	226 West Burlington Avenue PIN(s): 09-09-217-021	19 North Wilmette Avenue PIN(s): 09-10-115-007
213 West Quincy Street PIN(s): 09-09-402-003	100 West Burlington Avenue PIN(s): 09-09-220-023	230 West Burlington Avenue PIN(s): 09-09-217-020	
215 West Quincy Street PIN(s): 09-09-402-002	104 West Burlington Avenue PIN(s): 09-09-220-022	234 West Burlington Avenue PIN(s): 09-09-226-041; 09-09-226-023; 09-09-226-024; 09-09-226-025; 09-09-226-026; 09-09-226-027; 09-09-226-028; 09-09-226-029; 09-09-226-030; 09-09-226-031; 09-09-226-032; 09-09-226-033; 09-09-226-034; 09-09-226-035; 09-09-226-036	

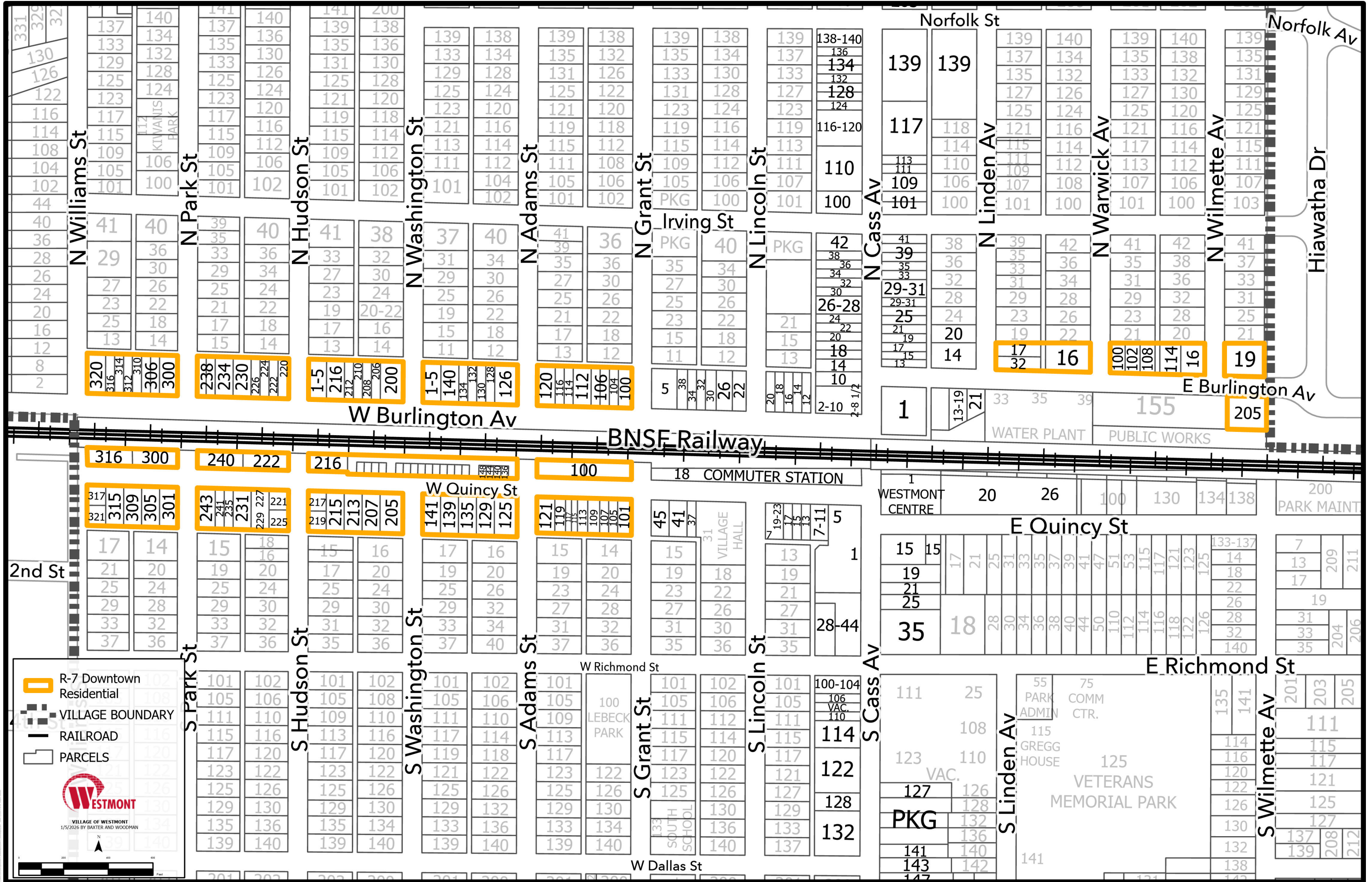
2. Comprehensive Plan Amendment to change the future land use designation of the properties listed below, all in Westmont, Illinois, 60559, from Single Family Detached Residential to Single Family Attached Residential.

32 East Burlington Avenue PIN(s): 09-10-113-009	108 East Burlington Avenue PIN(s): 09-10-114-015	17 North Linden Avenue PIN(s): 09-10-113-008	16 North Wilmette Avenue PIN(s): 09-10-114-017
100 East Burlington Avenue PIN(s): 09-10-114-013	114 East Burlington Avenue PIN(s): 09-10-114-016	16 North Warwick Avenue PIN(s): 09-10-113-016	19 North Wilmette Avenue PIN(s): 09-10-115-007
102 East Burlington Avenue PIN(s): 09-10-114-016			

3. Comprehensive Plan Amendment to change the future land use designation of the property listed below, in Westmont, Illinois, 60559, from Public/Semi Public to Single Family Attached Residential. 205 East Burlington Avenue PIN(s): 09-10-120-010 Village Code(s) Applicable: Chapter 95, Section 4.01; Section 14.02

Note: Any person who has a disability requiring a reasonable accommodation to participate in the meeting should contact the ADA Compliance Officer, 8:00 A.M. to 4:00 P.M. Monday through Friday, Village of Westmont, Illinois, 60559; or telephone (630) 981-6210 voice, within a reasonable time before the meeting. All interested persons in attendance will be allowed to express their views. WESTMONT PLANNING AND ZONING COMMISSION Doug Carmichael, Chairperson (Published in Westmont Suburban Life May 21, 2026) 2326156

VILLAGE OF WESTMONT
DuPage County
DOWNTOWN REZONING - R-7





VILLAGE OF WESTMONT
Board of Trustees Memorandum
July 9, 2026

Item for Board of Trustees Consideration:

Board to consider an ordinance approving a request from the Village of Westmont for the following:

1. Zoning Map Amendment to rezone the properties listed below, all in Westmont, Illinois, 60559, from the R-5 General Residential District to the R-7 Downtown Residential District.

100 West Quincy Street	221 West Quincy Street	128 West Burlington Avenue
101 West Quincy Street	222 West Quincy Street	130 West Burlington Avenue
105 West Quincy Street	225 West Quincy Street	132 West Burlington Avenue
107 West Quincy Street	227 West Quincy Street	134 West Burlington Avenue
109 West Quincy Street	229 West Quincy Street	140 West Burlington Avenue
113 West Quincy Street	231 West Quincy Street	200 West Burlington Avenue
115 West Quincy Street	235 West Quincy Street	206 West Burlington Avenue
117 West Quincy Street	240 West Quincy Street	208 West Burlington Avenue
119 West Quincy Street	241 West Quincy Street	210 West Burlington Avenue
121 West Quincy Street	243 West Quincy Street	212 West Burlington Avenue
125 West Quincy Street	300 West Quincy Street	216 West Burlington Avenue
129 West Quincy Street	301 West Quincy Street	220 West Burlington Avenue
135 West Quincy Street	305 West Quincy Street	222 West Burlington Avenue
136 West Quincy Street	309 West Quincy Street	224 West Burlington Avenue
139 West Quincy Street	315 West Quincy Street	226 West Burlington Avenue
140 West Quincy Street	316 West Quincy Street	230 West Burlington Avenue
141 West Quincy Street	317 West Quincy Street	234 West Burlington Avenue
144 West Quincy Street	321 West Quincy Street	238 West Burlington Avenue
148 West Quincy Street	100 West Burlington Avenue	300 West Burlington Avenue
205 West Quincy Street	104 West Burlington Avenue	306 West Burlington Avenue
207 West Quincy Street	106 West Burlington Avenue	310 West Burlington Avenue
213 West Quincy Street	112 West Burlington Avenue	312 West Burlington Avenue
215 West Quincy Street	114 West Burlington Avenue	314 West Burlington Avenue
216 West Quincy Street	116 West Burlington Avenue	316 West Burlington Avenue
217 West Quincy Street	120 West Burlington Avenue	320 West Burlington Avenue
219 West Quincy Street	126 West Burlington Avenue	1-5 North Washington Street

1-5 North Hudson Street	108 East Burlington Avenue	16 North Warwick Avenue
32 East Burlington Avenue	114 East Burlington Avenue	16 North Wilmette Avenue
100 East Burlington Avenue	205 East Burlington Avenue	19 North Wilmette Avenue
102 East Burlington Avenue	17 North Linden Avenue	

More Common Location: Unaddressed West Quincy Street (Quincy Street Station Homes)
 PINS(s): 09-09-226-041; 09-09-226-023; 09-09-226-024; 09-09-226-025; 09-09-226-026; 09-09-226-027;
 09-09-226-028; 09-09-226-029; 09-09-226-030; 09-09-226-031; 09-09-226-032;
 09-09-226-033; 09-09-226-034; 09-09-226-035; 09-09-226-036

2. Comprehensive Plan Amendment to change the future land use designation of the properties listed below, all in Westmont, Illinois, 60559, from Single Family Detached Residential to Single Family Attached Residential.

32 East Burlington Avenue	108 East Burlington Avenue	16 North Warwick Avenue
100 East Burlington Avenue	114 East Burlington Avenue	16 North Wilmette Avenue
102 East Burlington Avenue	17 North Linden Avenue	19 North Wilmette Avenue

3. Comprehensive Plan Amendment to change the future land use designation of the property listed below, in Westmont, Illinois, 60559, from Public/Semi Public to Single Family Attached Residential.

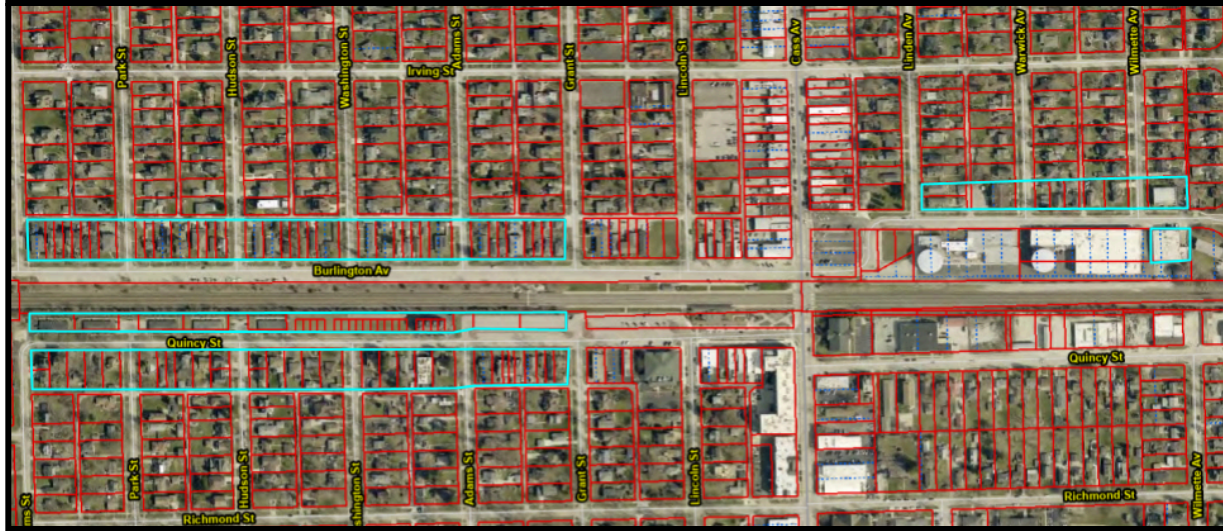
205 East Burlington Avenue

Planning & Zoning Commission Recommendation:

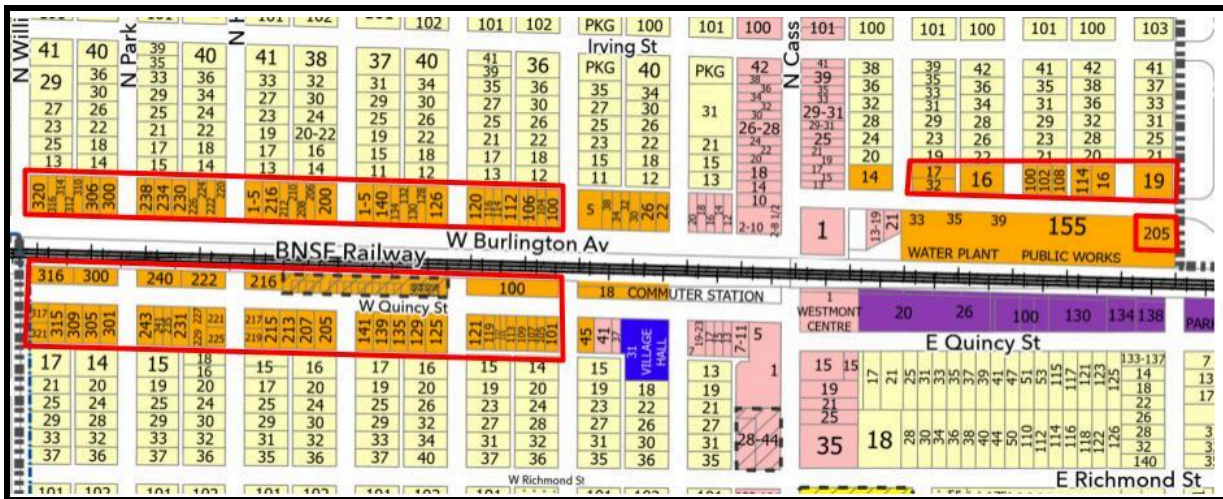
The Planning & Zoning Commission held a public hearing on this case during its regular meeting on June 10, 2026, where the Commission unanimously recommended approval of all requests (5-0-2, 2 absent). At the public hearing, members of the public voiced concerns about redevelopment negatively affecting the existing Downtown character, and concerns about future developments impacting traffic. Other members of the public expressed support for the rezoning, hoping to see new development complement and enhance Downtown Westmont. Many members of the public expressed concerns about if and how existing detached homes will be affected by the rezoning.

I. BACKGROUND OF ITEM

- A. Location: The properties proposed to be rezoned to the R-7 Downtown Residential District (“R-7 Proposal”) are along West Quincy Street and West Burlington Avenue between Grant and Williams Streets and along East Burlington Avenue between North Linden Avenue and the eastern border with the Village of Clarendon Hills. All properties are currently zoned R-5 General Residential District, and contain a wide range of housing including detached, semi-detached, attached, and multi-unit residences, as well as the Metra parking lot and a nonconforming industrial building.



Aerial Map - R-7 Proposal (source: DuPage County Parcel Viewer)



Zoning Map - R-7 Proposal

B. Zoning Designations:

WESTERN SECTION (West Burlington + West Quincy)

- SUBJECT PROPERTIES** R-5 General Residential
- NORTH & SOUTH** R-3 Single-Unit Residential
- EAST** R-5 General Residential (*proposed B-1 Downtown Edge & B-1(A) Downtown Core*)
- WEST** R-3 Single-Unit Residential & **Village of Downers Grove M1 Light Manufacturing**

EASTERN SECTION (East Burlington)

- SUBJECT PROPERTIES** R-5 General Residential
- NORTH** R-3 Single-Unit Residential
- EAST** **Village of Clarendon Hills** R-1 Single Family Residential & R-3 Multi-Family Residential
- WEST & SOUTH** R-5 General Residential

C. Neighborhood Characteristics:

The R-7 Proposal is bisected by the BNSF railroad and is generally bordered to the north and south by detached homes. Similarly, the two sections are separated by Cass Avenue and corresponding commercially-zoned properties. The entire proposal area hosts a mixture of housing types ranging from detached homes to multi-unit residences, and just about everything in between.

In the late 1990s to the mid 2010s, many properties in the Western Section were redeveloped into semi-detached and attached residences. However, this redevelopment trend has largely been stagnant for the last 10 years.

II. **PETITIONER REQUEST:**

The Village of Westmont has requested a Zoning Map Amendment to rezone these properties from the R-5 General Residential District to the R-7 Downtown Residential District. The request is split into two (2) sections:

- “Western Section”: which includes all properties along West Burlington Avenue and West Quincy Street.
- “Eastern Section”: which includes all properties along East Burlington Avenue.

In addition to the map amendment request, two comprehensive plan map amendments are requested for the Eastern Section. The first is to change the future land use from Public/Semi Public to Single Family Attached Residential for 205 East Burlington Avenue. The remaining properties in the Eastern Section are proposed to change the future land use from Single Family Detached Residential to Single-Family Attached Residential.

III. **ZONING ANALYSIS**

A. Zoning and Comprehensive Plan Designations

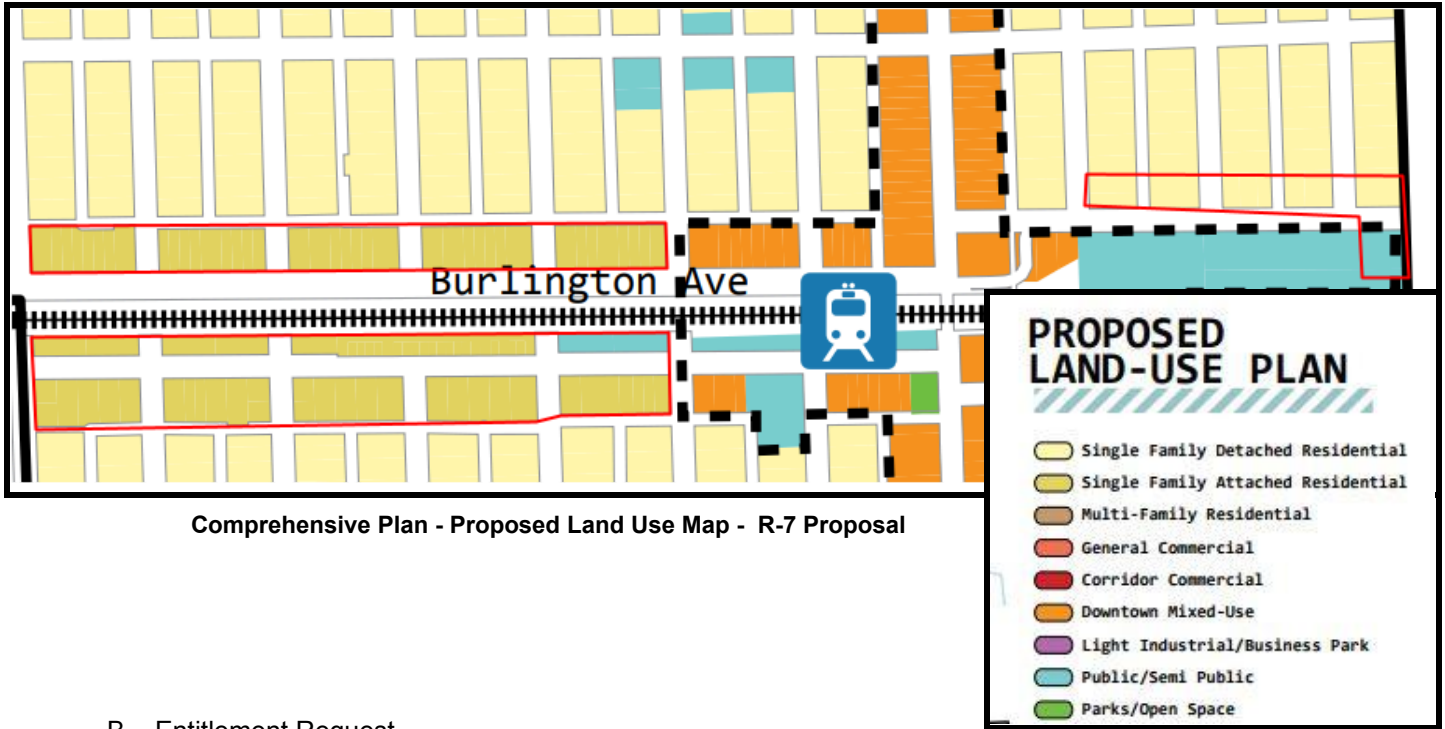
The current zoning of the R-7 Proposal is R-5 General Residential District. This district is intended to promote a variety of housing opportunities, including, but not limited to, detached houses, attached houses, and multi-unit residential buildings.

The Comprehensive Plan designates the future land use of the Western Section as Single Family Attached Residential. This land use designation is described as:

“Areas designated as Single-Family Attached Residential provide for single-family homes that share a common wall such as duplexes, townhomes, and rowhomes. Single-family attached residential development exists in several locations in the Village and additional areas are recommended to increase density near Downtown and the Metra Station and to serve as a transitional land use between business uses and single family neighborhoods.”

The Comprehensive Plan designates the future land use of 205 East Burlington Avenue as Public/Semi Public. This designation is intended for government facilities, religious institutions, and community service providers. This property is currently improved with a nonconforming industrial building. Per available Village records, it has not been occupied by an institutional user.

The rest of the Eastern Section has a future land use of Single Family Detached Residential. However, the current zoning and presence of two multi-unit residential buildings do not align with this future land use.



B. Entitlement Request

- **Zoning Map Amendment from the R-5 General Residential District to the R-7 Downtown Residential District.**

Chapter 95, Section 14.02 dictates the following regarding zoning map amendment request:

(2) Zoning Map Amendments

(a) The decision to amend the zoning map is a matter of legislative discretion that is not controlled by any single standard. In making recommendations and decisions about zoning map amendments, review and decision-making bodies must consider at least the following factors:

- i. The existing use and zoning of nearby property;*
- ii. The extent to which the particular zoning restrictions affect property values;*
- iii. The extent to which any diminution in property value is offset by an increase in the public health, safety and welfare;*
- iv. The suitability of the subject property for its zoned purposes;*
- v. The length of time that the subject property has been vacant as zoned, considering the context of land development in the vicinity;*
- vi. The value to the community of the proposed zoning map amendment; and*
- vii. The comprehensive plan.*

(b) In acting on zoning map amendments, review and decision-making bodies are expressly authorized to recommend and approve a less intensive zoning district classification than the zoning district that was described in required public notices.

Background on the Request

When the comprehensive amendments were adopted in August of 2025, two new zoning districts were created: B-1(A) Downtown Core and the R-7 Downtown Residential. The bulk regulations of the

B-1 Limited Business District were also amended, and the district was retitled “Downtown Edge”. The R-7 district was primarily intended to accommodate residential uses in a variety of building forms and is further intended to accommodate the transition from the downtown area into low-density residential neighborhoods bordering downtown.

The R-7 district was established as a unique residential classification specifically designed to manage transitional residential uses on the periphery of downtown. The existing R-5 district cannot fulfill this role effectively because its application is too broad and scattered across various locations throughout the Village, encompassing housing types from densely populated apartment complexes to planned attached housing developments. Additionally, it is also the goal to allow existing single family property owners to continue to exercise their property rights by allowing them to improve their properties as they are currently able to do, while still allowing for more focused redevelopment opportunities.

Building Regulations

The R-7 allows three building types: general, row, and detached houses. The table below lists the building siting and height requirements. Sec. 4.09 “General Buildings” and Sec. 4.10 “Row Buildings” state all regulations.

Regulation	R-7 Downtown Residential	
Building Type	General Building	Row Building
Front Yard Setback	10-25 ft	10 ft
Street Side Setback	10 ft	10 ft
Interior Side Setback	5-10 ft	5 ft
Rear Setback	20 ft (5 ft if adjacent to a railroad right-of-way)	20 ft
Max Height	46 ft	42 ft
Stories	2-3.5	2-3.5
Min Outdoor Open Space	100 sq ft	100 sq ft

While the R-7 is primarily tailored towards general and row buildings, it is recognized that many detached houses exist in the R-7 Proposal. Sec. 4.11 “Detached Houses” allows existing detached houses to continue as a permitted use, which should not create any unnecessary regulatory or procedural obstacles when improvements such as additions or new accessory structures are proposed. New detached houses can be allowed in the R-7 with special use permit approval. In both cases, detached houses in the R-7 must comply with the lot and building regulations that apply to detached houses in the R-5 General Residential District. Therefore, the proposed rezoning does not impact what can be currently done to a detached house in the proposal area.

Allowable Uses

New detached houses are allowed as a special use, while multi-unit residential buildings (a.k.a. general buildings) and attached houses (a.k.a. row buildings) are allowed as permitted uses. Select non-residential and public and institutional uses are also allowed in this zoning district. The full list of allowable uses can be found in Chapter 95, Article VI, and an abbreviated version is attached to this report.

- **Comprehensive Plan Amendment to change the future land use designation from Public/Semi Public to Single Family Attached Residential [205 East Burlington Avenue].**

The future land use designation of 205 East Burlington Avenue is currently Public/Semi-Public. When the Comprehensive Plan was adopted in 2013, the Village's Water Division and a Westmont Park District yard were adjacent to 205 East Burlington. Through this designation, it appears that the Plan saw the incorporation of this property into a larger institutional redevelopment project as appropriate. However, 205 East Burlington was not included when the new Public Works building was constructed and remains privately owned. The Village is proposing a zoning map amendment and a comprehensive plan amendment for this property to establish uniformity along Burlington Avenue and prevent the spot zoning of an individual property. While the existing non-conforming manufacturing use of the property remains unaffected by the rezoning, these changes will ensure the property aligns with the surrounding area.

- **Comprehensive Plan Amendment to change the future land use designation from Single Family Detached Residential to Single Family Attached Residential [remaining properties in the Eastern Section].**

The remaining properties in the Eastern Section have a future land use designation of Single Family Detached Residential, despite being zoned for multiple residential building types. Approval of the comprehensive plan amendment aligns the future land use with the current zoning, as well as aligning the zoning and future land use with the Western Section.

IV. SUMMARY

The Village of Westmont seeks a Zoning Map Amendment to rezone the properties from the R-5 General Residential District to the R-7 Downtown Residential District. The Village also requests Comprehensive Plan amendments for the Eastern Section to change the future land use designation from Single Family Detached Residential and Public/Semi Public to Single Family Attached Residential. If approved, greater consistency of the zoning and future land use designation will be achieved across the proposal area.

V. LEGAL

- Notification: A legal notice was published in Westmont Suburban Life on May 21, 2026.
- Code References: Chapter 95, Section 4.01; Section 14.02
- Other Action: The recommendation made by the Planning and Zoning Commission will be referred to the Village Board for a final decision, which is anticipated to be on June 25, 2026.

VI. DOCUMENTS ATTACHED:

1. Publication notice appearing in the May 21, 2026 Westmont Suburban Life.
2. Rezoning Proposal Maps:
 - a. Downtown Rezoning - R-7 (R-7 Downtown Residential only)

**PROFESSIONAL SERVICES
AGREEMENT**

JULY __, 2026

BETWEEN

VILLAGE OF WESTMONT

AND

HOUSEAL LAVIGNE ASSOCIATES, LLC.

AGREEMENT FOR PROFESSIONAL SERVICES

BETWEEN VILLAGE OF WESTMONT

AND

HOUSEAL LAVIGNE ASSOCIATES, LLC.

THIS AGREEMENT, made and entered into this ___ day of _____, 20__, by and between HOUSEAL LAVIGNE ASSOCIATES LLC., an Illinois Limited Liability Company with principal offices at 188 W. Randolph, Suite 200, Chicago, IL 60601 (hereinafter referred to as the "CONSULTANT"), and the Village of Westmont, a municipal corporation of the State of Illinois, whose mailing address is 31 W. Quincy St., Westmont, IL 60559 (hereinafter referred to as the "CLIENT").

WITNESSETH THAT:

WHEREAS, the CLIENT desires to engage the services of the CONSULTANT to furnish technical and professional assistance and consulting services (hereinafter referred to as the "Services") in connection with the preparation of the Village of Westmont Comprehensive Plan and the Downtown Streetscape Master Plan (hereinafter referred to collectively as the "PROJECT"), and the CONSULTANT has signified its willingness to furnish the Services to the CLIENT; and

WHEREAS, the CONSULTANT represents to the CLIENT that it has sufficient expertise and resources to enable it to provide such Services to the CLIENT; and

WHEREAS, CONSULTANT is qualified to do business in Illinois; and

WHEREAS, The CLIENT and CONSULTANT wish to enter into this AGREEMENT to specify the duties and obligations of the Parties for the Services for the PROJECT described herein, and

WHEREAS, CONSULTANT is willing to perform Services in accordance with the terms hereinafter provided, and CONSULTANT agrees to comply with all federal, state, and local laws and ordinances applicable to this AGREEMENT and its Services; and

WHEREAS, CONSULTANT intends to retain the services of Kenig, Lindgren, O'Hara, Aboona, Inc. (hereinafter referred to as "KLOA") and RVi Planning + Landscape Architecture (hereinafter referred to as "RVI") as ~~a~~-subconsultants related to the preparation of the Downtown Parking Study identified in Attachment A, Section 2 of this AGREEMENT, and CLIENT consents to CONSULTANT's use of KLOA and RVI as a subconsultant as set forth herein.

NOW, THEREFORE, in consideration of the mutual obligations and covenants contained herein, the parties do mutually agree as follows:

A. Scope of CONSULTANT's Services

The CONSULTANT agrees to perform in a good and professional manner those Services described in Attachment A, *Scope of Services*, Section 2, a copy of which is attached hereto and incorporated in this AGREEMENT. All documents, work papers, maps, and study materials produced by the CONSULTANT in the performance of these Services become the property of the CLIENT during and upon completion of the Services to be performed under this AGREEMENT as more specifically set forth in Section X of this AGREEMENT.

B. Services to be Provided by the CLIENT

All existing information, data, reports, and records which are useful for carrying out the work on this PROJECT and which are owned or controlled by the CLIENT shall be furnished to the CONSULTANT in a timely manner. The completion of the services to be performed by the CONSULTANT under this AGREEMENT is contingent upon the receipt from the CLIENT, at no cost to the CONSULTANT, the data and reports and other material as described in Attachment A, Section 1, in a timely manner. If, by reason of any fault of CLIENT, the

information, data, reports and records to be provided by the CLIENT are not made available to the CONSULTANT in a timely manner, the CONSULTANT may, at its option, stop work on the PROJECT until such materials are provided.

C. Meetings and CONSULTANT Visits

The CONSULTANT will attend meetings as specifically identified in the *Scope of Services*, Attachment A, Section 2. A “meeting” within the body of this AGREEMENT shall mean a gathering requiring the attendance of the CONSULTANT or CONSULTANT's staff, including workshops, formal presentations, interviews, meetings with CLIENT'S staff, public meetings and workshops, and public hearings. Public meetings shall be scheduled at least seven (7) to fifteen (15) days in advance, and

public hearings shall be scheduled with sufficient advance notice to comply with state and local notice requirements. Attendance at “additional” meetings, meetings not identified in Attachment A, Section 2, *Scope of Services*, will be subject to the provisions of Article Q (Extra Work) of this AGREEMENT. The CONSULTANT may conduct "site visits" to gather information, data, and perform field reconnaissance. These "site visits" shall not be counted as meetings under this AGREEMENT. When conducting “site visits” or in the community attending scheduled meetings, the CONSULTANT may informally meet with CLIENT staff to review and discuss aspects of the PROJECT. These informal CLIENT meetings with staff shall not be counted as meetings under this AGREEMENT. Throughout the PROJECT, the CONSULTANT may conduct phone calls or teleconferences with CLIENT staff on an as needed basis, to maintain open communication and discuss certain aspects of the PROJECT. These phone calls and teleconferences with CLIENT staff shall not be counted as meetings under this AGREEMENT.

D. Deliverables

CONSULTANT agrees to provide products to the CLIENT as identified in Attachment A, Section 2, *Scope of Services*. The CONSULTANT shall provide all deliverables at least seven (7) days in advance of all public meetings. All deliverables become the property of the CLIENT, including all hard copies and electronic (PDF format) file copies.

E. Changes

The CLIENT may, from time to time, request changes in Attachment A, *Scope of Services*, of the services to be performed by the CONSULTANT hereunder. Such changes, including any appropriate increase or decrease in the amount of compensation, which are mutually agreed upon, shall be incorporated in written amendments to this AGREEMENT.

F. CONSULTANT's Compensation

The CONSULTANT shall be compensated for its Services rendered under the terms of this AGREEMENT on the basis of the CONSULTANT's hourly rates as provided in Attachment A, Section 3, Hourly Rates and Per Diem Schedule. The Hourly Rates and Per Diem Schedule will be updated at the beginning of every calendar year and the updated Hourly Rates and Per Diem Schedule will apply to the terms of this AGREEMENT. The CONSULTANT's compensation will include staff time devoted to the PROJECT and for directly related project expenses. The maximum cost for CONSULTANT Services under this AGREEMENT is a not to exceed amount of **\$250,000**, including directly related job expenses and including the fees and costs of KLOA, RVI, and any other subconsultants utilized by CONSULTANT. Directly related job expenses include but are not limited to: travel (typically including mileage, car rental, staff per diem for meals and incidentals, and lodging), printing, graphic reproduction, mailing, the purchase of additional maps, plans and reports and other out-of-pocket expenses that are related to carrying out Services under this AGREEMENT. Any reimbursable expenses that are not enumerated above must be identified by the CONSULTANT and approved by the CLIENT in writing. CONSULTANT is responsible for

paying, without reimbursement from CLIENT, all expenses that are not directly related to the PROJECT, such as compensation to administrative staff, insurance, rent, vehicle and equipment maintenance costs, and other similar items of CONSULTANT's overhead.

The CONSULTANT will not exceed the "not to exceed amount" without specific written authorization from the CLIENT in the form of an amendment to this AGREEMENT. The CONSULTANT represents and warrants that absent Extra Work, as referenced in Article Q, all Services to be performed under this AGREEMENT can and will be performed without exceeding the maximum compensation amount and directly related job expense amount, both set forth above.

The CONSULTANT shall maintain records showing actual time devoted and costs incurred, and shall permit the authorized representative of the CLIENT to inspect and audit all data and records of the CONSULTANT for work done under the AGREEMENT. Notwithstanding the foregoing, lump sum pricing shall not be subject to audit and with regards to any rates, the amount to which the rate is multiplied against (hours invoiced) may be audited but not the stipulated rate (hourly rate) itself. The records shall be made available to the CLIENT at reasonable times during the AGREEMENT period, and for three years after the termination of the AGREEMENT.

G. Method of Payment

The CONSULTANT will submit monthly invoices for Services performed and directly related job expenses incurred on the PROJECT during the billing period. CLIENT shall pay CONSULTANT's invoices pursuant to the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1, *et seq.* (the "Act"). Pursuant to the Act, CLIENT has thirty (30) days after its receipt of an invoice to review and approve the invoice, and CLIENT must make payment within thirty (30) days after the date of approval. Additionally, pursuant to the Act, if CLIENT fails to timely pay an invoice, interest shall accrue at the rate of 1% of any amount approved and unpaid for each month or fraction thereof until final payment is made.

Each invoice will separately identify services performed and direct expenses incurred for each of the three PROJECT workstreams. CONSULTANT will submit separate invoices for the Comprehensive Plan, Downtown Streetscape Master Plan, and Downtown Parking Study, as appropriate. Each invoice will clearly attribute charges to the applicable workstream.

H. Key Project Personnel

The Key Project Personnel identified in Attachment B shall be primarily responsible for carrying out the Services on behalf of the CONSULTANT. The Key Project Personnel shall not be changed, absent death, serious injury/illness, or termination of employment, without the CLIENT's prior written approval.

I. Availability of Project Personnel

The CONSULTANT shall provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this AGREEMENT. The CONSULTANT shall notify the CLIENT as soon as practicable when terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The CONSULTANT shall have no claim for damages and shall not bill the CLIENT for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the Time of Performance as a result of any such termination, reassigning, or resignation.

J. Approval and Use of Subconsultants

The CONSULTANT shall perform the Services with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by the CLIENT in writing. All subconsultants used by the CONSULTANT shall be acceptable to, and approved in advance (not to be unreasonably withheld) by, the CLIENT. The CLIENT's approval of any subconsultant shall not relieve the CONSULTANT of full responsibility and liability for the provision, performance, and completion of the Services as required by the AGREEMENT. All Services performed under any subconsultant subcontract shall be subject

to all of the provisions of this AGREEMENT in the same manner as if performed by employees of the CONSULTANT. For purposes of this AGREEMENT, the term “CONSULTANT” shall be deemed also to refer to all subconsultants of the CONSULTANT, and every subcontract shall include a provision binding the subconsultant to all provisions of this AGREEMENT to the extent applicable to subconsultant’s scope of work. CONSULTANT intends to utilize the services of KLOA related to the preparation of the Downtown Parking Study and RVI related to the preparation of the Downtown Streetscape Plan.

CONSULTANT may retain the services of additional subconsultants subject to compliance with this Section J. Unless part of Additional Services, payment to all subconsultants is the responsibility of CONSULTANT, and the fees and costs of all subconsultants are included in CONSULTANT’s not-to-exceed compensation listed in this AGREEMENT.

K. Time of Performance

The services of the CONSULTANT will begin upon delivery to the CONSULTANT of an executed copy of this AGREEMENT, and shall, absent causes beyond the reasonable control of the CONSULTANT, be completed within 18-months of delivery of said executed AGREEMENT. The completion of services by the CONSULTANT shall be, among other things, contingent upon the timely receipt of the services, data, and other reports described in Attachment A, *Scope of Services* and upon the timely conduct by the CLIENT of meetings and decisions required for its purposes in the execution of Attachment A. For the purpose of this AGREEMENT, timely shall mean that decisions and choices be made within ten

(10) working days for CLIENT staff review of CONSULTANT submittals, services, data, and reports as are delivered to the CLIENT’s representative; and fifteen (15) calendar days for such decisions and choices to be made by the Village Board of Trustees, or other elected or appointed bodies of the CLIENT. If the CLIENT requests that CONSULTANT perform Extra Work as defined in Article Q such as is not now included in Attachment A, the CONSULTANT,

if agreed to by the CLIENT, may suspend work on the PROJECT or a portion of the PROJECT, and may extend the period of time allotted to perform the services identified in Attachment A under this AGREEMENT, to a mutually agreed upon period of time necessary to compensate for Extra Work.

L. Excusable Delays

The CONSULTANT shall not be in breach of this AGREEMENT by reason of any failure in performance of this AGREEMENT in accordance with its terms if such failure arises out of causes beyond the reasonable control and without the fault or negligence of the CONSULTANT. Such causes may include, but are not restricted or limited to, acts of God or of the public enemy, acts of government in either its sovereign or contractual capacity, fires, floods, strikes, and unusually severe weather, but in every case, so long as the failure to perform is beyond the reasonable control and without the fault or negligence of the CONSULTANT, the CONSULTANT shall not be deemed to be in breach of this AGREEMENT.

M. Termination

(1) The CLIENT shall have the right to terminate this AGREEMENT, without cause, by written prior notice to the CONSULTANT at least five (5) working days before the specified effective date of such termination. In such event, documents and work papers prepared by the CONSULTANT under this AGREEMENT shall become the property of the CLIENT. On receipt of said documents and work papers by the CLIENT, the CONSULTANT shall receive compensation and reimbursement for the work actually performed before the date of termination, in accordance with Article F, CONSULTANT's Compensation, of this AGREEMENT, less payment for services and expenses previously paid.

(2) Additionally, If it should appear at any time that the CONSULTANT has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a

rate that permits completion of the Services in full compliance with the requirements of this AGREEMENT, or has otherwise failed, refused, or delayed to perform the Services or any other material requirement of this AGREEMENT (“Event of Default”), and fails to commence to cure any such Event of Default within 5 days after the CONSULTANT’s receipt of written notice of such Event of Default from CLIENT, and fails to cure any such Event of Default within a reasonable time, not to exceed 30 days, then CLIENT shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

- (a) Cure by CONSULTANT. CLIENT may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the CONSULTANT and the Services into compliance with this AGREEMENT.
- (b) Termination of Agreement by CLIENT. CLIENT may terminate this AGREEMENT without liability for further payment of amounts due or to become due under this AGREEMENT.
- (c) Withholding of Payment by CLIENT. CLIENT may withhold from any payment, whether or not previously approved, or may recover from the CONSULTANT, any and all costs, including reasonable attorneys’ fees and costs of litigation incurred by CLIENT as the result of any Event of Default by the CONSULTANT or as a result of reasonable actions taken by the Village in response to any Event of Default by the Consultant.

N. Non-discrimination

The CONSULTANT shall engage in lawful employment practices. The CONSULTANT shall not fail, refuse to hire, discharge, or otherwise discriminate against any individual with respect to his or her compensation, terms, conditions, or privileges of employment, because

of such individual's race, color, religion, sex, national origin, or handicap unrelated to the individual's ability to perform the duties of the position.

O. Conflict of Interest

The CONSULTANT represents and certifies that, to the best of its knowledge, as of the date of this AGREEMENT: (1) no official, officer, employee or agent of CLIENT is interested in the business of the CONSULTANT or this AGREEMENT; and (2) as of the date of this AGREEMENT, neither the CONSULTANT nor any person employed or associated with the CONSULTANT has any interest that would conflict in any manner or degree with the performance of the obligations under this AGREEMENT. The CONSULTANT further represents that CONSULTANT and any person employed by or associated with the CONSULTANT will take reasonable steps during the term of this AGREEMENT to avoid obtaining or acquiring any interest that would conflict in any manner or degree with the performance of the obligations under this AGREEMENT. If such a conflict of interest arises during the term of this AGREEMENT, CONSULTANT will promptly disclose such conflict of interest to the CLIENT, and the parties agree to take necessary and reasonable steps to resolve such conflict of interest.

P. No Collusion

The CONSULTANT represents and certifies that the CONSULTANT is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the CONSULTANT is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code, 720 ILCS 5/33E-1 *et seq.* The CONSULTANT represents that the only persons, firms, or corporations interested in this AGREEMENT as principals are those disclosed to the CLIENT prior to the execution of

this AGREEMENT, and that this AGREEMENT is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the CONSULTANT has, in procuring this AGREEMENT, colluded with any other person, firm, or corporation, then the CONSULTANT shall be liable to the CLIENT for all loss or damage that the CLIENT may suffer, and this AGREEMENT shall, at the CLIENT's option, be terminated.

Q. Extra Work

If requested and agreed to in writing by the CLIENT and CONSULTANT, the CONSULTANT will be available to furnish, or obtain from others, Extra Work of the following types:

1. Extra work or extended services due to changes in the general scope or timing of the PROJECT, including, but not limited to; changes in size, complexity or character of the work items; acceleration of the work schedule involving services beyond normal working hours; non-delivery of any materials, data, or other information to be furnished by the CLIENT not within the reasonable control of the CONSULTANT.
2. Additional or extended services, including PROJECT administration due to the prolongation of the period of delivery of services specified in this AGREEMENT time through no fault of the CONSULTANT.
3. Attendance at additional meetings beyond those made part of the AGREEMENT.
4. Other additional services requested and agreed to by the CLIENT and CONSULTANT, which are not otherwise provided for under this AGREEMENT.

The compensation and schedule for completing Extra Work authorized by the CLIENT shall be subject to negotiation between the CLIENT and the CONSULTANT in accordance with the provision of Article E (Changes) of this AGREEMENT.

R. Standard of Care

The CONSULTANT warrants that the Services shall be performed in accordance with the standards of professional practice, care, and diligence practiced by recognized similar consulting firms in performing services of a similar nature and complexity in the same locale in existence at the time of performance of this Agreement.

S. Indemnification

The CONSULTANT shall indemnify and save harmless, the CLIENT, its officials, officers, employees, and agents against third party damages, liabilities, losses, and expenses, including reasonable attorneys' fees and administrative expenses recoverable under applicable law, but only to the extent arising out of or caused by, the CONSULTANT's negligent acts or omissions in the performance of, or failure to perform, the Services or any part thereof, except to the extent caused by the negligent acts of the CLIENT.

T. Insurance

Contemporaneous with the CONSULTANT's execution of this AGREEMENT, the CONSULTANT shall provide certificates of insurance all with the minimum insurance coverages and limits as set forth in Attachment C to this AGREEMENT. But in no event shall any work begin without an insurance certificate or policy having been provided and approved by the Village. Such certificates shall be from companies with a general rating of A and a financial size category of Class X or better, in Best's Insurance Guide. Such certificates of insurance shall provide that no insurer change, modification in, or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given to the Village. The Consultant shall, at all times during the term of this Agreement, maintain and keep in force, at the Consultant's expense, the insurance coverages provided above.

U. CLIENT Representative to CONSULTANT

The CLIENT designates Village Manager and/or designee to act as its representative with respect to the work to be performed under this AGREEMENT, and such person shall have authority to transmit instructions, receive information, interpret and define CLIENT's policies

and provide decisions in a timely manner pertinent to the work covered by this AGREEMENT until the CONSULTANT has been advised in writing by the CLIENT that such authority has been revoked. The CONSULTANT designates John Houseal, as the CONSULTANT's representative to the CLIENT.

V. Employment Opportunity

The Consultant shall not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin. The Consultant shall take affirmative action to insure that applicants are employed, and that employees are treated during their employment, without regard for their race, religion, color, sex, or national origin or any other protected class. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff, or termination; rates of pay, or other forms of compensation; and selection for training including apprenticeship.

W. General Compliance with Laws

CONSULTANT agrees to comply with all federal, state, and local laws and ordinances applicable to the work in effect at the time of the work. If CONSULTANT is found to have been in violation of any applicable federal, state, or local laws and ordinances, such violation may be the basis for the suspension or termination under this AGREEMENT.

X. Ownership

Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, notes, and any other documents, data, or information, in any form, prepared, collected, or received by the CONSULTANT in connection with any or all of the Services to be performed under this AGREEMENT, excluding standard details not unique to the Project or that pre-exist the date of this AGREEMENT (hereinafter referred to as the "Documents") shall be and remain the exclusive property of the CLIENT, provided the CLIENT has paid

the CONSULTANT in full for those Documents. At the CLIENT's request, or upon termination of this Agreement, the CONSULTANT shall cause the Documents to be promptly delivered to the CLIENT in electronic format upon payment of all sums due and owing CONSULTANT under the Agreement. Any reuse of Documents other than for the purposes of this AGREEMENT or that are altered without CONSULTANT's involvement or without CONSULTANT's written consent shall be at CLIENT's risk, and CONSULTANT shall not be liable for any reuse of the Documents. CLIENT agrees, to the extent permitted by law, to indemnify and hold harmless the CONSULTANT and its subconsultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the CLIENT's unauthorized use of the Documents.

Y. GIS Data

The CLIENT has developed digital map information through Geographic Information Systems Technology ("GIS Data") concerning the real property, boundaries, utilities, and other systems and information located within the CLIENT's corporate boundaries. If requested to do so by the CONSULTANT, the CLIENT agrees to supply the CONSULTANT with a digital copy of the GIS Data, subject to the following conditions:

1. Limited Access to GIS Data. The GIS Data provided by the CLIENT shall be limited to the scope of the Services that the CONSULTANT is to provide for the CLIENT;
2. Purpose of GIS Data. The CONSULTANT shall limit its use of the GIS Data to its intended purpose of furtherance of the Services; and
3. Agreement with Respect to GIS Data. The CONSULTANT does hereby acknowledge and agree that:
 - Proprietary Information of the CLIENT. The GIS Data constitutes proprietary materials of the CLIENT and shall remain the property of the CLIENT;
 - Consent of CLIENT Required. The CONSULTANT will not provide or make available the GIS Data in any form to anyone without the prior written

consent of the CLIENT;

- Supply to CLIENT. At the request of the CLIENT, the CONSULTANT shall supply the CLIENT with any and all information that may have been developed by the CONSULTANT based on the GIS Data;
- No Guarantee of Accuracy. The CLIENT makes no guarantee as to the accuracy, completeness, or suitability of the GIS Data in regard to the CONSULTANT's intended use thereof; and

Discontinuation of Use. At such time as the Services have been completed to the satisfaction of the CLIENT, the CONSULTANT shall cease its use of the GIS Data for any purpose whatsoever; and, upon request, an authorized representative of the CLIENT shall be afforded sufficient access to the CONSULTANT's premises and data processing equipment to verify that all use of the GIS Data has been discontinued.

Z. General Terms

1. Amendment. No amendment or modification to this AGREEMENT shall be effective unless and until such amendment or modification is in writing, properly approved in accordance with applicable procedures, and executed.
2. Assignment. This AGREEMENT may not be assigned by the CLIENT or by the CONSULTANT without the prior written consent of the other party.
3. Binding Effect. The terms of this AGREEMENT shall bind and inure to the benefit of the parties hereto and their agents, successors, and assigns.
4. Notice. Any notice or communication required or permitted to be given under this AGREEMENT shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by electronic internet mail ("e-mail"). E-mail notices shall be deemed valid and received by the addressee thereof when delivered by e-mail and (a) opened by the recipient on a business day at the address set forth below, and

(b) followed by delivery of actual notice in the manner described in either (i), (ii) or (iii) above within three business days thereafter at the appropriate address set forth below. Unless otherwise expressly provided in this AGREEMENT, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Subsection, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to such Party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications to the CLIENT shall be addressed to, and delivered at, the following address:

Village of Westmont
31 W. Quincy Street
Westmont, IL 60559
Attention: James Gunther,
Village Manager
E-mail: jgunther@westmont.il.gov

Notices and communications to the CONSULTANT shall be addressed to, and delivered at, the following address:

Houseal Lavigne Associates, LLC
188 W. Randolph Street, Suite 200
Chicago, IL 60601
Attention: John Houseal
Email: _____

5. Third Party Beneficiary. No claim as a third party beneficiary under this AGREEMENT by any person, firm, or corporation shall be made or be valid against the CLIENT.

6. Provisions Severable. If any term, covenant, condition, or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.
7. Time. Time is of the essence in the performance of this Agreement.
8. Governing Law. This AGREEMENT will be governed by and construed in accordance with the laws of the State of Illinois. The sole venue for any litigation between the Parties arising out of this AGREEMENT shall be the Circuit Court of the Eighteenth Judicial Circuit, DuPage County, Illinois. Each party waives the right to a trial by jury for any litigation between the parties arising out of this AGREEMENT.
9. Entire Agreement. This AGREEMENT constitutes the entire agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the CLIENT and the CONSULTANT with respect to the Services.
10. Waiver. No waiver of any provision of this AGREEMENT shall be deemed to or constitute a waiver of any other provision of this AGREEMENT (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this AGREEMENT.
11. Attachments. The Attachments to this AGREEMENT are attached hereto, and by this reference incorporated in and made a part of this AGREEMENT. In the event of a conflict between any Attachment and the text of this AGREEMENT, the text of this AGREEMENT shall control.
12. Rights Cumulative. Unless expressly provided to the contrary in this AGREEMENT, each and every one of the rights, remedies, and benefits provided by this AGREEMENT shall be cumulative and shall not be exclusive of any other such rights, remedies, and benefits allowed by law.
13. Counterpart Execution. This AGREEMENT may be executed in several counterparts,

each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

14. *Survival of Certain Terms.* The provisions of this AGREEMENT set forth in Section F, R, S, T, W, X, and Y(3), (6), (8), (12), along with any other provisions which by their terms survive termination as well as any remedies for the breach thereof, shall survive the termination of this AGREEMENT for any reason. All other rights and obligations of the respective parties shall cease upon termination of this AGREEMENT.

[SIGNATURES FOLLOW]

IN WITNESS WHEREOF, the CLIENT and the CONSULTANT have executed this AGREEMENT on the date and year first above written.

CONSULTANT:

HOUSEAL LAVIGNE ASSOCIATES, LLC.

X _____

John Houseal, FAICP

Partner

Date: _____

CLIENT:

VILLAGE OF WESTMONT

X _____

Name/Title: _____

Date: _____

ATTACHMENT A

Section 1: CLIENT ASSISTANCE TO THE CONSULTANT

Section 2: SCOPE OF SERVICES

Section 3: HOURLY RATES AND PER DIEM SCHEDULE (2026)

Attachment A – Section 1: **CLIENT ASSISTANCE TO THE CONSULTANT**

Whereas the scope of services will be undertaken by the CONSULTANT, it is understood and agreed that the CLIENT will provide the following assistance to the CONSULTANT:

1. The CLIENT, with the CONSULTANT's assistance and guidance, will schedule and arrange and provide notices for all meetings and workshops including contacting agencies, individuals and citizens to be invited to meetings.
2. The CLIENT, with the CONSULTANT'S assistance, will collect and compile previously prepared and available reports, projects, studies, maps and other data owned or in control of the CLIENT and that might be useful for the project and readily available.
3. The CLIENT will provide to the CONSULTANT an up-to-date base map (electronic and hard copy), including GIS files and information.

Attachment A – Section 2: **SCOPE OF SERVICES**

CONSULTANT will deliver three coordinated tasks for Westmont including the following: **Comprehensive Plan, Downtown Streetscape Master Plan, and Downtown Parking Study Update**. Each step of our proposed Scope of Services is presented in detail on the following pages.

Task 1.0 – Downtown Parking Study

The cost for this task is \$25,000 (not-to-exceed)

As part of the Downtown Streetscape Plan and Comprehensive Plan, our team will update the Village's 2008 Downtown Parking Study by refreshing the inventory and occupancy data, validating the underlying methodology, and clarifying where parking constraints are real versus perceived.

The study will produce a practical set of recommendations and a clear decision framework – including thresholds and triggers – to guide future actions related to on-street, surface, structured, Metra, and remote parking, along with wayfinding and pedestrian connection needs.

Step 1.1: Data Collection

This step includes field reconnaissance of the study area to document the physical characteristics and operating conditions of the downtown parking system. KLOA will collect and review relevant available data and, where feasible, incorporate Village-provided camera data to reduce field time and focus field verification on gaps in coverage. Data collection will include:

- Inventory existing on-street and off-street parking, including number of spaces, type (ADA, permit, commuter/Metra, etc.), and time restrictions, summarized by parking facility and street block.
- Conduct occupancy surveys for on-street and off-street parking during the following periods, broken out by location (parking facility, street block/subarea) and type of parking:
 - Weekday daytime / Weekday evening
 - Weekend daytime / Weekend evening
- Use Village camera data where available and suitable, supplemented by targeted field counts to confirm conditions where camera coverage is incomplete or does not provide the needed level of detail.
- Document data sources and key assumptions (e.g., camera coverage, count periods, and any limitations).

Step 1.2: Existing Parking Operations Analysis

This step analyzes the Step 3.1 inventory and occupancy results to document how downtown parking functions today and where concerns are driven by actual constraints versus perception.

- Summarize parking supply, utilization, and peak demand patterns by:
 - Facility/lot, block face, and subarea
 - User type (customer/visitor vs. employee/long-term)
- Identify where the system performs well vs. where localized constraints exist (the “pockets” issue in the 2008 framework).
- Document key issues, concerns, and deficiencies based on observed conditions and the results of Step 3.1 data collection.

- Summarize findings in clear tables/figures suitable for inclusion in the comprehensive plan and downtown streetscape.

Step 1.3: Future Parking Supply

This step summarizes how the downtown parking supply may change over time by location and parking type as surface lots redevelop and on-street or Metra-related conditions evolve.

- Estimate the future parking supply in the study area, including:
 - Potential loss of existing spaces as surface lots redevelop
 - Potential changes to on-street parking resulting from the Downtown Streetscape Plan (if applicable)
 - Metra parking considerations and any related policy constraints
- Identify where future supply changes are likely to occur by facility/lot, block face, and subarea, including the types of spaces affected (ADA, permit, commuter, etc.).
- Define the future-condition scenario assumptions (e.g., known projects, reasonable redevelopment assumptions, and streetscape impacts).

Step 1.4: Future Parking Demand

This step estimates how downtown parking demand may change over time based on planned development and updated parking demand rates, adjusted for Metra access and shared parking patterns.

- Estimate future downtown parking demand for each studied time period based on approved, proposed, and planned development within the study area.
- Apply parking demand rates from ITE, ULI, and other relevant sources, calibrated using Westmont’s existing conditions findings and parking survey results (consistent with the 2008 study approach).
- Adjust projected demand where appropriate to reflect Metra/public transit access, captive market effects, and shared parking that occurs in the downtown.
- Identify sensitivity factors that may materially influence demand (e.g., tenant mix changes, event operations, policy changes, and/or state or federal mandates including the People Over Parking Act).

Step 1.5: Evaluation of Future Conditions

This step compares projected future parking demand to projected future supply to identify where parking constraints may emerge and what types of spaces are affected.

- Compare future demand to future supply to determine whether sufficient parking will be provided in the downtown area.
- Identify parking surpluses and deficiencies by:
 - Location (facility/lot, street block, subarea)
 - Time period (weekday day/evening, weekend day/evening)
 - Parking type/use (ADA, commuter/Metra, permit, customer short-term, etc.)
 - Time restrictions (as applicable)
- Document any future parking issues, including where deficits are concentrated and what conditions drive them.
- Prepare mapped findings and short issue statements tied to specific locations.

Step 1.6: Comparison of Parking Conditions

This step provides a quick, practical comparison between the 2008 Downtown Parking Study and today's conditions to clarify what has changed, what has stayed consistent, and what that means for current decisions.

- Comparison of Parking Conditions. The results/findings of the 2008 parking study will be compared to the updated parking analysis to ascertain changes in downtown parking operations. This will include comparing the type and amount of parking provided (inventory) and parking demand.
- Compare the updated inventory and demand picture to the 2008 study to explain what changed and what didn't.
- Translate key differences into practical implications for current policy and investment decisions.
- Summarize the comparison in a brief "2008 vs. Today" page suitable for staff/board use.

Step 1.7: Recommendations

This step translates the study findings into clear, implementable actions the Village can use to manage parking today and make informed decisions as redevelopment occurs.

- Based on the results of the study and working with the Village, recommendations, policies, and/or strategies will be developed to mitigate both existing and future parking deficiencies and issues, if necessary. Both short-term and long-term solutions will be identified that can be implemented as redevelopment occurs in the downtown area.
- Provide a practical toolbox of strategies tied to Westmont's key questions, including:
 - Surface vs. structured parking guidance
 - Metra/commuter parking, on-street parking, remote parking, and wayfinding
 - Pedestrian connections/cut-throughs to make remote parking functional
 - Management tools (shared parking, paid parking feasibility, impact fees/in-lieu concepts, enforcement)
- Develop a clear decision framework (thresholds and triggers) to guide when public parking investment is warranted and what interim actions should occur first.

Step 1.8: Study Report / Memorandum

This step compiles the parking study work into a concise, decision-ready memo the Village can use for internal coordination and public discussion.

- A memorandum report summarizing our findings and recommendations will be submitted upon completion of our work.
- Summarize key inputs and results, including:
 - Data collection approach and key findings
 - Existing vs. future parking conditions (surplus/deficit)

Step 1.9: Meetings and Hearings

This step provides meeting support to review findings, confirm direction, and present the final recommendations to the Village.

- A Principal of KLOA familiar with the analyses, findings, and recommendations of the parking evaluation will be available to attend meetings and/or hearings, as necessary, to discuss or present the results of the study
- Attend up to two (2) two-hour meetings to review findings, confirm recommendations, and present the final parking strategy and decision framework.
- Meeting format and attendees to be coordinated with Village staff.

Task 2.0 – Comprehensive Plan

The cost for this task is \$150,000 (not-to-exceed)

Houseal Lavigne will prepare an updated Comprehensive Plan to guide Westmont over the next 15-20 years. The proposed scope is tailored to the required chapters, identified issues, and Village goals in the RFP and supporting materials, and is structured to produce a clear, usable plan and implementation program.

Step 2.1: Project Kick-off

To kick off the planning process on the right foot, meetings will be conducted with key Village staff, department heads, and Village Board and Planning and Zoning Commission members prior to undertaking other community outreach activities.

2.1a: Staff Coordination Call and Data Collection

The Project Team will host an initial coordination call with Village staff to review the Scope of Services, project timeline, and key deliverables. Regular check-in meetings with Village staff will be scheduled approximately every two weeks throughout the planning process. Meetings may be canceled or adjusted as needed based on project activity, and meeting frequency may increase in advance of key engagement events, draft deliverables, and Village review milestones.

Data Collection Memo. The Project Team will outline data needs including, but not limited to, GIS data regarding parcels, building footprints, existing land use, zoning districts and overlays, community facilities (including Village-owned properties, schools, parks, etc.), traffic volumes, traffic signals, transit, bike routes and trails, etc.; Village branding guidelines and photos; past plans and studies; and a list of service providers with contact information.

Public Engagement Plan Memo. The Project Team will prepare a Public Engagement Plan Memo to clearly identify the range of outreach tools, platforms and timing for each activity. It is anticipated that the tasks outlined in Step 2 of the scope of work will comprise the bulk of the Public Engagement Plan to be developed and refined at the outset of the planning process. Additional details regarding this task and a review of innovative engagement tools are included in the Step 2 of this scope of work.

Steering Committee Formation. As part of the Public Engagement Plan we will provide a clear, best-practice approach for selecting, inviting, and confirming Steering Committee members to ensure the group reflects Westmont's neighborhoods, businesses, institutions, and community perspectives. We will work with Village staff early in the process to confirm the Steering Committee's size and the perspectives needed for balanced representation, including residents, business and property owners, youth and families, seniors, civic groups, institutions, and other key stakeholders. Once formed, the Steering Committee will serve as a working advisory group at key milestones. Members will review and discuss recommendations before drafts are released for wider public review and adoption. Meetings will be scheduled at key project milestones aligned with major deliverables to keep the process efficient, focused, and productive.

2.1b: Staff Kick-Off Meeting

A kick-off meeting will be held with the Village staff assigned to the Comprehensive Plan project. This first face-to-face meeting will allow us to review the project goals, scope, timeline, and deliverables. The Project Team will also address any outstanding data needs and discuss next steps.

2.1c: Department Heads Meeting

Immediately following the kick-off meeting with Village staff, the Project Team will host a meeting with representatives from other Village departments. The Comprehensive Plan will affect a variety of Village-wide policies and support from Village departments will be essential to plan implementation. The Project Team will work with Village staff to engage other department heads throughout the process to ensure that plan recommendations are meaningful and actionable for all Village departments.

2.1d: Staff-led Study Area Tour

The Project Team will conduct a study area tour with Village staff to learn more about Westmont's issues, recent projects, and development opportunities.

2.1e: Joint Committee – Flexible Format to meet with Village Board / Planning and Zoning Commission / Community Development Committee

The Project Team will provide an overview of the planning process and facilitate a discussion to introduce the project and solicit concerns and aspirations from the Village's leadership. This meeting is intended to be flexible and may be held with the Village Board, the Planning and Zoning Commission, a joint session of both bodies, and/or the Community Development Committee, based on the project stage, availability, and what Village staff determines is most appropriate.

The purpose of this meeting is to gather input from elected and appointed officials and confirm key policy considerations early in the process. This flexibility does not add meetings beyond the scope; it provides Village staff with an option to use the identified meeting slot in the format that best fits scheduling and decision-making needs.

2.1f: Steering Committee Meeting – Project Kick-off Workshop (Mtg #1)

It is understood that the Village intends to establish a Steering Committee made up of community members and stakeholders, not solely elected and/or appointed officials. The Steering Committee will serve as a community sounding board to advise on issues and provide overall planning direction. Steering Committee meetings are identified at key moments throughout the planning process to ensure that the planning process reflects the goals and values of the Westmont community. Steering Committee member participation will also help develop champions for the Plan and ensure that the adoption process moves smoothly.

Before planning work begins, a project initiation meeting will be held with the Steering Committee to set the foundation for the planning process and review and discuss the overall direction and policy issues facing the community. The purpose of the project initiation meeting will be to: (a) discuss the Steering Committee's role for the project; (b) review overall project objectives; (c) refine the work program for the project; and (d) establish a preliminary schedule for the project. The Steering Committee kick-off meeting will be immediately followed by a planning exercise to solicit the views of the members and Village staff regarding their concerns and aspirations for Westmont. This initial dialogue will inform our approach to the planning process and ensure that issues important to the Village are identified on the front end.

Step 2.2: Upfront Public Engagement

Our approach to preparing the Village's Comprehensive Plan places an emphasis on community participation. The Project Team recognizes the importance of using the planning process to establish community consensus and foster a sense of stewardship for the Comprehensive Plan. Our creative outreach techniques during the public input phase require that residents, business owners, elected officials, and stakeholders get involved throughout the planning process to help define issues, establish a vision, formulate ideas, and shape solutions.

Anticipating a high level of participation from an active and engaged community, our proposed outreach process for the Comprehensive Plan includes both traditional (face-to-face) and innovative web-based activities to obtain the broadest levels of participation possible. This approach casts a wide net and fosters an environment for idea-sharing to generate excitement among residents, businesses, and visitors. Outreach summaries will be prepared for each public engagement activity.

2.2a: Project Website

At the beginning of the project, the Project Team will design and host an interactive project website linked to the Village's existing website. The Project Team is committed to using the internet to maximize the participation and communication between the Village and its residents. The website will promote the planning process and will be used to post project schedules and meeting dates; display graphics, interactive maps, and draft documents; address frequently asked questions; host map.social; and provide an online community survey.

Online Community Survey

The Project Team will prepare an online community survey for the residents and business owners of Westmont to offer a community-wide opinion on a range of topics and issues. The business component of the survey will include the opportunity to provide specific input on those issues and concerns most important to the Village's business community. The online community survey will be easily accessible on the project website. At the close of the survey, the Project Team will review and summarize results in the Existing Conditions Memorandum as a gauge of community issues and key themes.

map.social (Online Map-Based Engagement Platform)

The project website will feature map.social, a web-based community issues mapping tool. Developed by Houseal Lavigne, this tool allows users to identify, map, and comment on geographic areas of concern and valued Village amenities. map.social simplifies the mapping process and familiarizes users with all areas of the Village in a manner that is intuitive, interactive, and effective. Input from users allows us to create a composite map of Westmont issues to assist with the establishment of Comprehensive Plan goals and policies.

2.2b: Key Stakeholder Interviews and Focus Groups (up to 12)

Key stakeholder interviews and focus group discussions allow us to gain insight into the community that the Project Team might otherwise not be able to obtain. Confidential interviews/focus group discussions will be conducted to obtain additional information regarding local issues and opportunities. The Project Team will work with Village staff and elected officials to identify those individuals or groups to be interviewed. The Project Team recommends a broad sampling of interviewees who may possess unique perspectives or special insights into the community. Interviewees could include selected property owners, new or lifelong residents, local business owners, school district officials, the Village commissions, developers, HOA representatives, service providers, and relevant taxing bodies and government agencies. The interviews and focus group discussions will be conducted in person during scheduled visits related to other outreach events or via web meeting during a specific scheduled day for such activities.

2.2c: DIY Kits

The Project Team will make DIY workshop kits available to Village staff, as well as community groups (e.g., partner organizations, homeowners associations, places of worship, community organizations, neighborhood groups) throughout the Village. DIY workshop kits allow Village staff and residents to facilitate their own workshops and gather input from specific segments of the population that may not otherwise participate in more formal planning activities. Village staff will play a key role in helping distribute DIY workshop materials to target groups and then provide summary information to the Project Team. DIY Workshops can either be conducted by staff or volunteers as in-person events or hosted online using a small group virtual event format such as Zoom or Microsoft Teams.

2.2d: Business Community Workshop – Chamber of Commerce / Downtown Westmont Business Committee

This workshop will be targeted specifically to business owners and managers, developers, and Westmont’s corporate citizens as an important stakeholder group. The purpose of the workshop is to establish a dialogue and obtain feedback from those members of the business community that have a unique insight and perspective, and whose assistance and involvement is crucial to the Comprehensive Plan’s ultimate success. The workshop will be scheduled to coincide with other in-person engagement activities and can be conducted in the early morning to minimize impacts on business owners or can be scheduled as part of a regularly scheduled event where numerous property owners and business owners are typically in attendance.

2.2e: Community Workshop

The Project Team will work with Village staff to host an exciting “all are welcome” community-wide kick-off event to get residents and stakeholders motivated to participate in the development of the plan. This event is intended to educate and inspire participants of all ages to get involved and take ownership of the process and the future of the Village. The format will include a brief overview of the project and an engagement exercise that gives everyone a chance to share their thoughts about the future of Westmont.

2.2f: Public Engagement Key Themes and Takeaways Summary

This step will conclude with a summary of key themes and takeaways from initial public engagement tools and events. This input will serve as the cornerstone of our consensus-building process and provide focus and direction for the subsequent Comprehensive Plan recommendations. The **Public Engagement Key Themes and Takeaways Summary** will be incorporated into the Existing Conditions Memorandum.

OPTIONAL TASK – Pop-Up Event Outreach

At the Village’s direction, the Project Team can prepare for and support pop-up engagement activities at Village special events, such as Westmont Cruisin’ Nights, Taste of Westmont, or other identified community events. These activities are intended to bring planning information and engagement opportunities to residents, businesses, and visitors where they already gather. For each approved pop-up event, the Project Team will:

- Coordinate with Village staff to confirm the event purpose, target audience, outreach questions, location, staffing needs, and event logistics.
- Prepare event-specific engagement materials, which may include display boards, maps, flyers, comment cards, interactive exercises, or digital survey materials.
- Attend and facilitate the event with Village staff, collect input, and document participation.
- Prepare a brief summary of key feedback and incorporate relevant findings into the applicable phase of the Comprehensive Plan, Downtown Subarea Plan, Downtown Parking Study, or Downtown Streetscape Master Plan.

This optional task will be authorized on a per-event basis. Each event will be billed based on the agreed level of preparation, staffing, facilitation, documentation, and direct expenses, including mileage, printing, display materials, postage, event fees, and other approved project-related costs.

Anticipated Cost: \$2,750–\$3,500 per event, plus direct expenses. Final cost will depend on the event format, materials required, staffing needs, and duration of the event.

Step 2.3: Existing Conditions

The existing conditions assessment step will provide a foundational understanding of the issues and opportunities to be addressed in the Comprehensive Plan.

2.3a: Existing Conditions Assessment

The existing conditions assessment will be based on issues and opportunities identified in outreach, past plans and studies, information provided by the Village and partner agencies, feedback from community service providers, and field work conducted by the Project Team. We intend to move through this task efficiently, reserving project budget and resources for visioning, planning, and action.

Relevant Past Plans, Studies and Reports

This task will include an assessment of relevant past plans, studies, and policies to build on the Village's previous planning efforts and initiatives. The Project Team will review and synthesize the critical components of the Comprehensive Plan (2013), Commercial Design Guidelines (2015), Strategic Plan for 2021 (2016), and amended Zoning Ordinance (2025).

Findings from this review will help identify what remains relevant, what has changed since adoption, and where new goals and strategies are needed. The review will also highlight recently adopted Village projects and policies that should be carried forward and integrated into the new Comprehensive Plan. The Project Team will coordinate with Village staff to confirm any additional studies, datasets, and initiatives that should be included as baseline information and incorporated into the existing conditions assessment.

Demographic Profile

This task will include a demographic analysis of the Westmont community that will include an analysis of trends in population, households, income, age, labor force, and employment. This task will be undertaken using available information from current American Community Survey (ACS) data, Esri, and data provided by Village staff.

Existing Land Use and Development

This task will include an inventory of existing land uses and development patterns in Westmont using the Village's GIS data, aerial imagery, and field work. Existing land use issues and opportunities will be presented and assessed in this section.

Current Zoning Ordinance and Development Regulations

This task will include a review of the Village's current zoning and subdivision regulations, with specific attention to the 2025 zoning updates that established a new framework for downtown districts and administrative approvals. This task will include a review of the Village's current zoning to evaluate consistency with existing land use patterns and potential areas of change. The work will inform potential changes to the Comprehensive Plan's future land use plan and subarea recommendations, helping staff and decision-makers apply the plan consistently as rezonings, redevelopment proposals, and reinvestment move forward.

Subareas

As part of developing the RFP, the Village identified the following subareas as key areas of focus for the Comprehensive Plan. This task will include a high-level overview and brief assessment of each subarea. We intend to conduct more detailed planning work as part of **Step 6: Draft Subarea Plans**. Initial findings in this section will be used to guide input collected during future workshops and Village staff working sessions.

1. Downtown Commercial
2. Downtown Residential
3. Ogden Avenue
4. Naperville Road and Chicago Avenue
5. North Cass Avenue
6. South Westmont Business District (SWBD)
7. South Cass Avenue
8. Office Park
9. O/R-1 Limited Office/Research District
10. Industrial Park
11. Highview Estates Subdivision
12. Multi-Unit Residences
13. Willow Crest Golf Club
14. Green Meadows Golf Course

Community Facilities and Public Infrastructure (including parks, open space, and natural areas)

This task will include an inventory of community facilities including location, service areas, current capacity, and potential future needs. The Project Team will distribute a questionnaire to local and regional service providers, including police, fire, public works, school districts, park district, County, and other agencies, to confirm existing conditions and planned improvements. This task will include an inventory and analysis of the Village's natural resources and environmental features, such as topography, floodplains and riparian areas, wetlands, wooded areas, open spaces, and habitat areas. The assessment will identify key environmental assets and constraints to help guide future land use and development decisions.

Transportation and Mobility

This task will assess the Village's existing transportation network within the planning area. The analysis will include an inventory of roadway classifications, traffic volumes, **truck routes, rail crossings, public transit, and bicycle and pedestrian facilities**. It will evaluate connectivity, capacity, and planned transportation projects that may influence future land use patterns. The findings will identify opportunities to improve network connectivity, address safety and capacity issues.

2.3b: Existing Conditions Memorandum

The Existing Conditions Memorandum will be based on issues and opportunities collected during outreach, information compiled after reviewing past plans and studies, information provided by the Village and partner agencies, feedback from community service providers, and field work conducted by the Project Team. The Existing Conditions Memorandum is not intended to be a long-form report. The Memorandum will be a concise interim document that establishes a baseline understanding of the Westmont community. We intend to move through this task efficiently, reserving project budget and resources for visioning, planning, and action.

2.3c: Staff Review – Review Existing Conditions

The Project Team will meet with Village staff to review and discuss the Existing Conditions Memorandum. The Project Team will work to ensure that substantive comments provided by Village staff are addressed

before meeting with the public in the Plan Visioning phase. This meeting will be a conference call/screen-share with Village staff.

2.3d: Steering Committee Meeting – Review Existing Conditions (Mtg #2)

The Project Team will meet with and present the Existing Conditions Memorandum to the Steering Committee to gather feedback and input.

Step 2.4: Plan Visioning

Based on previous steps in the planning process, we will prepare the vision statement, goals, and preliminary future land use plan.

2.4a: Community Visioning Workshop

The community visioning workshop will allow residents and stakeholders to tell us what they think, before plans and recommendations are crafted. The community visioning workshop will involve the Project Team, Village staff, elected and appointed officials, Steering Committee members, Planning and Zoning Commission members, and community stakeholders and residents.

The workshop will begin with a brief presentation providing an overview of the planning process, major themes and takeaways from the Public Engagement Key Themes and Takeaways Summary and the Existing Conditions Memorandum, and directions for the visioning exercise. Participants will then break into small groups for a mapping exercise where they will put pen to paper and work to develop their “vision” for the future of the community. The workshop will conclude with general agreement regarding the community’s issues and opportunities, key planning themes and principles, and projects and improvements that will be desirable in the future.

2.4b: Vision Statement and Goals

The Comprehensive Plan needs to establish an overall “vision statement” for the future of Westmont that can provide focus and direction with goals based on analysis and themes identified during community outreach. Following the community visioning workshop, the Project Team will summarize all feedback received during the previous steps of the planning process and prepare a vision statement for the Westmont Comprehensive Plan. The vision statement will be prepared using feedback from the community visioning workshop, community outreach activities, and observations garnered from the Existing Conditions Memorandum. As part of the task, the Project Team will develop goals to provide more specific focus and direction for planning recommendations.

2.4c: Preliminary Future Land Use Plan

Before drafting the Comprehensive Plan begins, we will prepare the preliminary future land use plan outlining the expected recommendations for the Comprehensive Plan. The preliminary future land use plan will provide recommendations for all land use areas in the Village. The purpose of this deliverable is to provide Village staff with an opportunity to review and discuss the preliminary future land use plan before significant resources are spent drafting the Comprehensive Plan. This deliverable, along with the vision and goals, will form the basis for the development of more detailed recommendations in the draft Comprehensive Plan.

2.4d: Staff Review – Vision and Land Use

The Project Team will meet with Village staff to review and discuss the vision statement, goals, and preliminary future land use plan. Comments provided by Village staff will be integrated into the revised deliverable. This meeting will be a conference call/screen-share with Village staff.

2.4e: Steering Committee Meeting – Visioning Feedback Session (Mtg #3)

The Project Team will meet with and present the Vision Statement, Goals, and the Preliminary Future Land Use Plan to the Steering Committee to gather feedback and input.

Step 2.5: Draft Comprehensive Plan

This step will focus on preparing draft Village-wide policies and recommendations for the core elements of the Comprehensive Plan. The draft Comprehensive Plan prepared in this step will reflect the revised vision statement, goals, and preliminary future land use plan developed in previous steps of the planning process.

2.5a: Draft Comprehensive Plan

We will prepare the draft Comprehensive Plan using input obtained during the previous steps of the project. The draft Comprehensive Plan will be well-organized and user-friendly, highly illustrative, and visually compelling rather than being too heavy on narrative. Concise, well-written text will be combined with attractive and easy-to-understand maps, graphics, illustrations, and photos to effectively communicate the draft Comprehensive Plan's policies and recommendations. The following sections will be developed as part of the draft Comprehensive Plan:

Introduction and Context

This section will include the introduction for the Comprehensive Plan, describing how to use it and how the Plan was created. It will also summarize components from the Existing Conditions Memorandum, including the regional context and study area. Additional content may include concise summaries of relevant past plans, studies and reports; a demographic profile snapshot; and abbreviated summaries of public engagement events along with key themes and takeaways. This will be a concise section meant to set the foundation for the Comprehensive Plan's policies and recommendations.

Vision and Goals

This section will include the revised Vision and Goals that will serve as a framework for decision-making, resource allocation, and policy development. This section will inform and integrate the following Plan sections to collectively achieve the community's vision for the future.

Future Land Use Plan

This section will include policies and recommendations for all land use areas in the Village and its planning area, including residential neighborhoods, commercial areas, medical, open space, natural environment, and public and semi-public uses. This section will identify and address a range of land use topics such as desired development patterns, new growth areas, potential annexation opportunities, land use compatibility issues, commercial and mixed-use development, and conservation areas.

Residential Areas

This section will focus on the Village's residential areas providing policies and recommendations that will prioritize maintaining and improving the Village's established and mature neighborhoods, promoting housing affordability and diversity, and guiding infill development and reinvestment with a desirable mix of diverse residential types, missing middle housing, multifamily, and mixed-use developments to meet the current and future needs of the Village's residents.

Economic Development

This section will focus on the Village's commercial and industrial areas providing policies and recommendations designed to strengthen employment, job creation, business attraction and retention, and to provide and grow a diverse and thriving tax base for the Village. This section will provide high-level recommendations for the Village's commercial areas.

Transportation and Mobility

This section will build on the existing conditions assessment and community input to identify strategies to improve connectivity, capacity, and mobility across all modes of transportation. Recommendations will potentially address roadway function and capacity, alignments for future roadway connections, and pedestrian and bicycle connections that link neighborhoods, commercial areas, and key destinations.

Community Facilities (Including Parks, Open Space, and Natural Areas)

This section will build in the existing conditions inventory and assessment of all community facilities within the Village. It will include an overview of municipal facilities and services, parks and recreation areas, open spaces, and natural areas. The section will address the Village's parks, open space, and natural areas. Riparian corridors, forested lands, wetlands, and other ecological systems will be considered to ensure the protection, enhancement, and long-term sustainability of the Village's natural environment.

Implementation

The implementation strategy will include general administration procedures, a list of potential funding sources, implementation methods, and potential zoning and regulatory actions (as needed).

2.5b: Staff Review – Draft Comprehensive Plan

The draft Comprehensive Plan will be delivered to Village staff for review and comment. Appropriate revisions will be made prior to publishing the draft Comprehensive Plan for public review. This meeting will be a conference call/screen-share with Village staff.

2.5c: Steering Committee Meeting – Draft Comprehensive Plan (Mtg #4)

The Project Team will meet with the Steering Committee to review and discuss the draft Comprehensive Plan, including preliminary policies, plan recommendations, and initial draft maps and graphics. Appropriate revisions will be made as part of the revised Comprehensive Plan document in the next step.

Step 2.6: Draft Subarea Plans

This step will include preparation of the **Subarea Plans identified in the RFP** and assessed in Existing Conditions Memorandum.

2.6a: Subarea Planning Workshop

The Subarea Planning Workshop will be open to the entire community. The workshop will explore improvement and development scenarios that will serve as the basis for detailed development planning, concept visualization, redevelopment initiatives, and implementation strategies. The intent is to create consensus around a preferred approach to improving, transforming, revitalizing, and investing in the high priority subareas of the Village.

2.6b: Staff Working Session

The Project Team will conduct a working session with Village staff to review each subarea and discuss existing opportunities and constraints, examine past and on-going development interest, and discuss public input from all previous steps including feedback from the Subarea Planning Workshop. The Project Team and Village staff will work together to outline subarea plan objectives, discuss potential land use programming, identify opportunity sites, and confirm preferred catalyst sites. This in-person working session will provide additional context, along with community outreach/feedback and previous steps in the planning process and help to facilitate the start of the subarea planning process.

2.6c: Draft Subarea Plans

The Village's subareas have distinct conditions and character that warrant more specific guidance than the community-wide Future Land Use Plan alone. While the recommendations will be tailored to each subarea, they will generally address appropriate land uses, transportation and parking improvements, development and design characteristics, redevelopment opportunity sites, and implementation priorities. The Draft Subarea Plans will utilize concise text, photos, maps, and diagrams to demonstrate important local planning concepts. The draft Subarea Plans will provide an overall approach for the improvement and enhancement of each identified subarea. The Project Team will work with Village staff to assess and incorporate appropriate recommendations from previous studies for proposed recommendations in the draft Subarea Plans.

Subarea mapping provided in the RFP (Exhibit A) and feedback provided in the RFP (Section 3: Scope of Services) will serve as the baseline for this work. Additional field, working sessions with Village staff, direction provided by the Steering Committee, and input collected from the public throughout the planning process will inform the Project Team's initial recommendations. **Subarea recommendations will be consistent with and directly support the Future Land Use Plan to ensure one clear, coordinated policy direction.** The Project Team will prepare Subarea Plans for the following 14 areas:

1. **Downtown Commercial.** We will confirm the Downtown boundary and district intent, aligning recommendations with the new B-1(A) Downtown Core and B-1 Downtown Edge framework and the Village's anticipated rezonings. Building on Downtown's role as the historic core, a TIF district, and a Metra-served activity center split by the BNSF corridor, we will prepare clear guidance on land use, redevelopment intensity, and transitions where commercial areas abut single-family neighborhoods. The Subarea Plan will identify redevelopment opportunity sites – including Village-owned parcels along Cass Avenue – and recommend a coordinated strategy for their future use, potential public-private partnerships, and the most appropriate locations for added public parking. We will evaluate whether and where a Downtown expansion is appropriate and ensure any boundary changes are reflected consistently across the Future Land Use Plan and subarea recommendations.
2. **Downtown Residential.** We will evaluate where the R-7 Downtown Residential District provides an appropriate transition between Downtown commercial areas and established single-family neighborhoods. We will identify priority blocks for potential rezoning, built-form guidance, and standards that support compatibility.
3. **Ogden Avenue.** We will develop a corridor framework that addresses driveway consolidation, cross-access, and site reconfiguration for long-term redevelopment. We will also outline scenarios for underutilized or "sandwiched" parcels, outlot potential, and future options if auto dealership patterns change.
4. **Naperville Road and Chicago Avenue.** We will establish an updated land use and zoning direction for this transition area, including where commercial remains viable and where residential or mixed-use is more appropriate. We will address how this corridor should relate to Downtown and what circulation patterns and access changes are needed to support reinvestment.
5. **North Cass Avenue.** We will resolve inconsistent planning guidance by establishing a cohesive land use strategy that defines where residential, office, and commercial uses make sense over time. We will address transitions to adjacent neighborhoods and connections to Downtown.
6. **South Westmont Business District.** We will identify targeted strategies to encourage redevelopment west of Mariano's and define reuse concepts for high-visibility vacancies in Market Centre. We will also provide land use and development guidance for properties fronting both 63rd Street and 61st Street, with access and circulation considerations.

7. **South Cass Avenue.** We will evaluate redevelopment patterns on the west side of Cass, focusing on curb cuts, cross-access, and opportunities for consolidated site planning. We will provide direction for the isolated office property near Falcon Plaza and the most appropriate long-term use and site form.
8. **Office Park.** We will assess near- and mid-term office market realities and outline flexible reuse and redevelopment pathways within the O/R district framework. We will include potential use evolution, site design considerations, and steps to support reinvestment without undermining existing tenants.
9. **O/R-1 Limited Office/Research District.** We will evaluate whether the district continues to function as an effective buffer while meeting current market demand and resident compatibility goals. We will identify a clear path for reinvestment, potential use adjustments, and transition standards for remaining nonconforming homes.
10. **Industrial Park.** We will reinforce this employment area with strategies that support modernization, operational efficiency, and long-term viability. Recommendations will include buffering, circulation, and performance-based guidance to limit impacts on nearby parkland, schools, and residential areas.
11. **Highview Estates Subdivision.** We will review current zoning patterns, annexations, and lot split trends to identify practical options for improving consistency over time. We will outline a phased approach for zoning alignment and standards that protect neighborhood character while reducing avoidable variance pressure.
12. **Multi-Unit Residences.** We will identify priority sites and conditions where reinvestment, rehabilitation, or redevelopment is most needed and most feasible. We will address ownership fragmentation, property maintenance challenges, and strategies to improve long-term housing quality and neighborhood fit.
13. **Willow Crest Golf Club.** We will establish a realistic future land use direction that reduces confusion for decision-makers and applicants while reflecting community priorities. We will outline a range of redevelopment/retention scenarios, access considerations, and policy guidance that can be applied consistently in evaluating future redevelopment proposals.
14. **Green Meadows Golf Course.** We will prepare a “future-ready” framework that documents existing conditions, surrounding context, and key constraints to inform any future redevelopment request. We will address appropriate land use concepts, compatibility with adjacent housing, and primary/secondary access considerations.

2.6d: Catalyst Site Development Concepts

As part of developing the draft Subarea Plans, the Project Team will prepare sketch plans, illustrative concepts, and 3D models for the identified catalyst sites. The catalyst site development concepts will visualize land use programming, building scale and orientation, parking, and development character for key sites. The number of catalyst sites (typically 3-5) development concepts prepared for the Comprehensive Plan will depend on the complexity of the design exercise and the size of the sites. Although development concepts will likely be developed for several sites, sites of high priority and development potential may be prepared with more detailed site plans and development visualization. The visualization of development opportunities will provide detailed, creative, and viable recommendations for the improvement of the subareas.

2.6e: Staff Review – Draft Subarea Plans

The Project Team will present the draft Subarea Plans to Village staff to review and discuss the draft Subarea Plan recommendations and catalyst site development concepts. Appropriate modifications will be made before distributing the revised subarea plans to the Steering Committee for review.

2.6f: Steering Committee Meeting – Draft Subarea Plans (Mtg #5)

The Project Team will meet with the Steering Committee to review and discuss the draft Subarea Plan recommendations and catalyst site development concepts. Appropriate modifications will be made based on feedback prior to integration into the revised draft Comprehensive Plan document the next step.

Step 2.7: Revised and Final Comprehensive Plan

Based on the previous steps in the planning process, the draft and final version of the Comprehensive Plan will be prepared for review, consideration, and adoption.

2.7a: Revised Draft Comprehensive Plan Document

Based on feedback received in previous steps the Project Team will prepare the revised Comprehensive Plan. The revised Comprehensive Plan will be user-friendly, highly illustrative, and visually compelling.

Revised Implementation Strategy – Draft Action Matrix

The Comprehensive Plan will include a practical and actionable implementation strategy necessary to bring the Plan's goals, policies, and strategies to fruition. The revised Comprehensive Plan will include the draft Action Matrix that includes key implementation actions, priority improvement projects, short-, medium- and long-range strategies, and key partners. The Action Matrix will serve as a checklist to track implementation progress necessary to realize the vision and goals outlined in the Comprehensive Plan.

Zoning Audit

We will review and assess the Village's recently amended Zoning Ordinance to identify inconsistent policies and land use incompatibilities as part of the new Comprehensive Plan. The Zoning Audit will include potential regulatory changes and procedures to be implemented after adopting the Comprehensive Plan. The Zoning Audit can be incorporated into the Implementation chapter or be a standalone Memorandum.

2.7b: Staff Review – Revised Draft Comprehensive Plan

The Project Team will submit the revised draft Comprehensive Plan to Village staff for internal review. Appropriate revisions will be made prior to the community open house and presentation to the Planning and Zoning Commission.

2.7c: Community Open House – Revised Draft Comprehensive Plan

The community open house will be held to give residents an opportunity to drop in, review the revised draft Comprehensive Plan, and ask questions of the Project Team and Village staff in an open house format. The open house will provide an opportunity to see and learn about the Village's revised draft Comprehensive Plan before the adoption process begins. Open house presentation materials and collateral will be provided so that Village staff can facilitate additional informational meetings as needed. Following the community open house, the final Comprehensive Plan will be prepared for the public hearing presentation and the adoption process.

2.7d: Final Comprehensive Plan to Planning and Zoning Commission – Public Hearing

The Project Team will present the final Comprehensive Plan to the Planning and Zoning Commission at a public hearing. Based on review and discussion and public feedback during the public hearing, the final Comprehensive Plan will be presented to Village Board for adoption.

2.7e: Final Comprehensive Plan to Village Board – For Adoption

The Project Team will present the final Comprehensive Plan to the Village Board for consideration and adoption. Presentation materials that incorporate plan revisions will be provided to Village staff to conduct any additional adoption meetings required by the Village of Westmont.

2.7f: Final Comprehensive Plan Document

Following the presentations to the Planning and Zoning Commission and Village Board, the Project Team will work with Village staff to prepare the final Comprehensive Plan document. The Project Team will provide the Existing Conditions Memorandum and final Comprehensive Plan in an editable PDF format. The Project Team will provide final Comprehensive Plan text in Google Suite format. The Project Team will provide survey data (excel or PDFs), outreach summaries (PDFs), and GIS data compiled during the planning process (geodatabase). Completeness of GIS will be dependent on several factors including the quality of GIS data provided by the Village, direction provided by Village staff during the project kick-off meeting, and the level of GIS work conducted by the Project Team during the planning project.

Task 3.0 – Downtown Streetscape Master Plan

The cost for this task is \$75,000 (not-to-exceed)

This step will entail the preparation of recommendations, design standards, and investment/revitalization strategies for Downtown Westmont's streetscape as identified in the RFP. The Streetscape Master Plan will be closely coordinated with the Comprehensive Plan and Downtown Parking Study to ensure one aligned set of downtown recommendations.

Timeline and Coordination with Prior Consultant Work

Based on recent discussions with Village staff, the Village is open to adjusting the overall streetscape schedule, while still needing preliminary budgetary guidance by August to inform the next budget cycle. Final deliverables may be more realistic in October or later depending on coordination with the Comprehensive Plan and Parking Study. The Village noted that the prior consultant completed portions of the existing conditions work before the contract ended. Our team will request and review all available work products once released by the Village and will incorporate any materials that are complete, accurate, and sufficient. Where prior work can be used, we will reduce duplication and reallocate time within the \$75,000 not-to-exceed budget to strengthen later phases – such as additional Downtown Action Group coordination, refined concepts, or a more detailed implementation strategy.

Step 3.1: Preliminary Services

- Attend a Kickoff Meeting to establish project program and communication protocols.
- Obtain and review plans, maps, and records provided by the Village.
- Conduct preliminary site review with village representatives.
- Summarize relevant project requirements, code, and policy considerations.
- Prepare a project schedule delineating each phase, major milestones, and public meetings.
- Confirm how downtown events and street closures will be considered as part of the streetscape planning context (e.g., Spring Fling, Thursday night Cruise Nights, Taste of Westmont, and other festivals).

Deliverable: Preliminary background information and project schedule

Step 3.2: Public Engagement

- Coordinate with Houseal Lavigne to include streetscape public engagement components within the overall comprehensive plan public engagement process. Refine the streetscape outreach sequence to focus early discussion on issues, opportunities, and existing conditions (what is not working), rather than an unconstrained visioning exercise.
- Conduct (1) public meeting focused on streetscape issues, opportunities, and existing conditions.
- Conduct (1) Downtown Streetscape Action Group / Implementation Committee meeting (targeted, invited group) to review initial concepts and implementation considerations. The Chamber / Downtown Business Committee meeting may be repurposed into the Downtown Streetscape Action Group format to accommodate direct business and property-owner input.
- Conduct (1) public open house with refined concepts and stations for feedback (street types, materials, crossings, parking/curb management, and budget priorities).

Deliverable: Public engagement summary document, PDF format

Step 3.3: Existing Conditions Analysis

- Perform field review and condition assessment of streetscape components including:
 - Pedestrian circulation, ADA accessibility, and utilization of the right-of-way for special events
 - Roadway, parking, and crosswalk configurations
 - Delivery areas, pick-up/drop-off, and designated rideshare areas
 - Sidewalks and brick pavers
 - Trees and landscape
 - Lighting
 - Signage
 - Other existing streetscape components
- Conduct analysis of items that should remain or be replaced with subsequent streetscape improvements.
- Identify relevant aesthetic/character items to be retained.
- Identify gaps in streetscape improvements or underperforming areas.
- Identify individual streetscape types based on the evaluation of existing conditions.
- Coordinate existing conditions findings with the Downtown Parking Study to ensure parking/curb use, wayfinding, and pedestrian connections are evaluated as one system.
- Incorporate and verify any usable existing conditions documentation prepared by the prior consultant, where available, to reduce duplication and accelerate design progress.

Deliverable: Existing conditions analysis summary document, PDF format

Step 3.4: Streetscape Standards

- Prepare a downtown streetscape map identifying the location of individual streetscape types.
- Prepare (3) alternative concepts identifying good, better, best scenarios for each individual streetscape type, including plans, illustrations, and comparable photo examples for:
 - Pedestrian circulation and ADA accessibility improvements
 - Roadway, parking, delivery, pick-up/drop-off, and rideshare areas
 - Mid-block crossing locations with traffic calming features such as bump outs and raised crosswalks
 - Additional right-of-way dedications at corners to accommodate pedestrian circulation and streetscape improvements
 - Potential pedestrian spaces or parklets
 - Sidewalk and paving materials
 - Trees and landscape
 - Street furnishings
 - Lighting
 - Downtown gateway features
 - Wayfinding signage/indicators
 - Public art locations
 - Other streetscape components based on results from public engagement
- Refine (1) preferred streetscape alternative for each prototype area based on input received.
- Prepare a streetscape standards document including:
 - Coordinate relevant standards and curb/parking concepts with the Downtown Parking Study findings and recommendations.
 - Block-by-block streetscape map for application of proposed prototype improvements
 - Streetscape prototypes and standards including streetscape components identified above

- Streetscape product and material recommendations
- Ensure streetscape standards reflect downtown operations and event needs (closures, deliveries, access, and pedestrian comfort) so recommendations work for both everyday conditions and peak event days.

Deliverable: *Streetscape standards summary document, PDF format*

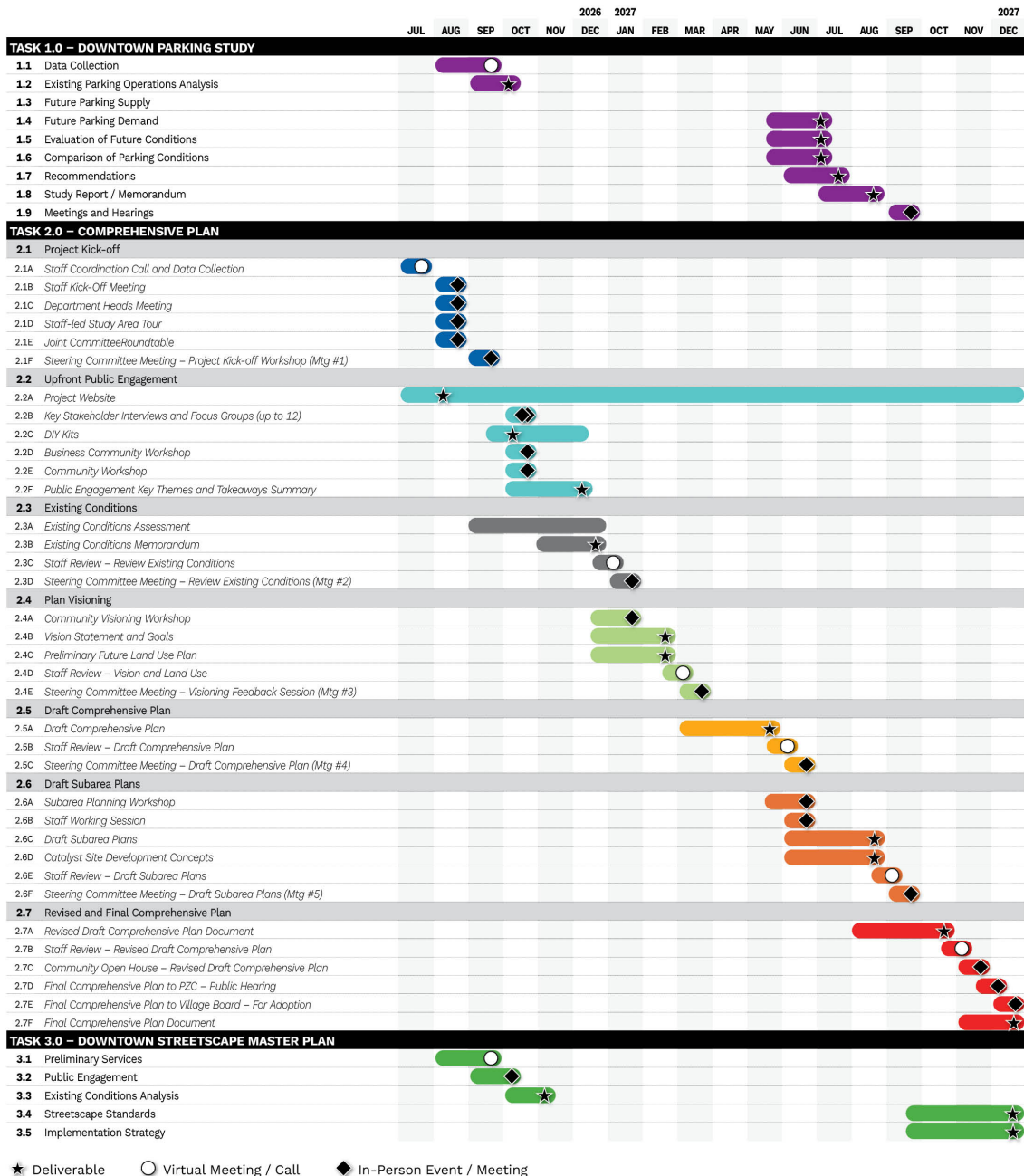
Step 3.5: Implementation Strategy

- Prepare preliminary budget costs based on the prototype proposed improvements. Provide preliminary budgetary guidance by August (as needed) to support the Village’s upcoming budget/CIP cycle, with refinement as preferred concepts are finalized.
- Develop an implementation matrix outlining streetscape recommendations by priority, responsibilities, anticipated cost level, and funding opportunities.
- Determine phasing recommendations based on budget expectations, construction in one construction season, and to limit downtown disruptions. Identify early-action projects and “next-step” design needs so the Village has a clear path from plan adoption to implementation.
- Prepare a maintenance and rehabilitation plan.

Deliverable: *Implementation strategy to be included as part of streetscape standards summary document*

Attachment A – Section 3: ANTICIPATED PROJECT SCHEDULE

The timeline below provides an overall framework for completing the work outlined in the Scope of Services. The CONSULTANT anticipates an 18 month, beginning upon contract execution and project kickoff. The CONSULTANT will work with CLIENT staff to confirm milestone dates early in the project and will update the schedule as needed based on review cycles, coordination with the Downtown Parking Study and Downtown Streetscape workstreams, and Village meeting schedules.



Attachment A – Section 3: **HOURLY RATES AND PER DIEM SCHEDULE (2026)**

This Hourly Rates and Per Diem Schedule will be updated at the beginning of every calendar year and will apply to all AGREEMENTs as specified in Article F. CONSULTANT's Compensation, for the calendar year specified above.

Houseal Lavigne Hourly Rates

Partner	\$310
Principal	\$300
Practice Lead	\$250
Senior Project Manager/Analyst	\$200
Project Manager	\$170-\$190
Planner II/Analyst II	\$140-\$160
Planner I/Analyst I	\$120-\$130
Clerical/Technical	\$90

Houseal Lavigne Per Diem

Full Day Per Diem	\$65
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KLOA Hourly Rates

Principal	\$170-\$270
Consultant	\$110

RVI Hourly Rates

Principal	\$260
Senior Project Manager	\$185
Associate Project Manager	\$165
Design Associate	\$150
Designer/Planner/Intern	\$95-\$225
Technical, Administrative	\$90-\$200

ATTACHMENT B

KEY PROJECT STAFF

The following individuals are the Key Project Staff for this assignment. The CONSULTANT will work closely with the CLIENT to maintain an open line of communication throughout the project and will coordinate regularly with CLIENT staff to confirm direction, review deliverables, and keep scope, schedule, and expectations aligned. Houseal Lavigne, RVI, and KLOA will assign additional support staff as needed to complete scoped deliverables and meet project milestones.

Houseal Lavigne (Comprehensive Plan)

Nik Davis, Principal – Project Manager / Primary Point of Contact. Leads coordination with Village staff and subconsultants; manages scope, schedule, and budget; leads key meetings and engagement; oversees deliverables across all three workstreams.

Jack Carso, Project Manager – Day-to-Day Project Support. Supports engagement and plan content development; coordinates meeting logistics and materials; integrates public input, field findings, and staff direction into recommendations.

Jacob Moser, Planner II – GIS / Research Support. Supports mapping, data analysis, and plan graphics; maintains consistency across exhibits, datasets, and draft documents shared across the three workstreams.

Trisha Parks, Studio Lead – QA/QC and Production Oversight. Provides quality control for graphics, mapping, and document production to ensure materials are clear, consistent, and implementation-ready.

KLOA (Downtown Parking Study)

Michael Werthmann, Principal – Downtown Parking Study Lead. Leads parking study approach, analysis, and recommendations; supports presentation of findings and decision framework.

Brendan May, Principal – Parking / Implementation Support. Supports data collection, evaluation, and development of implementable strategies and decision tools.

RVI (Downtown Streetscape Master Plan)

Tim King, Principal – Streetscape Lead (Landscape Architecture). Leads streetscape planning and design approach, oversees concept development, standards, and implementation strategy.

Mike Wood, Senior Project Manager – Streetscape Project Support. Supports concept development, technical coordination, and visualization/graphics to support decision-making and documentation.

Anais Placido, Associate Project Manager – Support Landscape Architect. Supports documentation, coordination, and design development tasks as needed.

Bryce Muller, Design Associate – Support Landscape Architect. Supports documentation, coordination, and design development tasks as needed.

ATTACHMENT C

MINIMUM INSURANCE REQUIREMENTS

- A. Workers' Compensation Insurance
Workers' Compensation Insurance in statutory limits, including benefits provided under United States Longshoremen and Harbor Workers Act, with Coverage B - Employer's Liability limits of:
- Bodily Injury by Accident
\$1,000,000 Each Accident/ Each Employee/Policy Limit
- B. Commercial General Insurance
Bodily Injury and Property Damage combined:
- \$1,000,000 General Annual Aggregate Per Project
\$1,000,000 Products and Completed Operations Annual Aggregate
\$1,000,000 Each Occurrence
- C. Automobile Liability Insurance
Bodily Injury and Property Damage combined:
- \$1,000,000 Single Limit Each Occurrence
- D. Umbrella (Excess) Liability Insurance
Bodily Injury and Property Damage combined:
- \$1,000,000 General Annual Aggregate
- E. Professional Liability
\$2,000,000 Each Claim/Aggregate

The following must appear on the certificate of insurance before work can begin or any payments can be released:

The Village of Westmont is named as an additional insured as respects the general liability, automobile liability and umbrella (excess) liability policies. Waivers of subrogation endorsements apply as required by written contract and where permissible by law.

328 S Wilmette Fence Replacement

Date of Bidding: 6/30/26

Time: 1:00PM

Route: Wilmette Ave
 County: DuPage
 Local Agency: Westmont
 Section: _____

(Construction) Estimate of Cost

Location and brief description (Sta. and land description of beginning; Sta. only for end for county and road districts; street limits for municipality.)

Westmont, IL

Fence Replacement

Item Number	Items	Unit	Quantity	Engineer's Estimate		Alliance Allied Inc		Diaz Group LLC	
				Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
				\$300,000.00		\$278,495.00		\$304,140.05	
1	REMOVE EXISTING FENCE	LF	1,510	\$15.00	\$22,650.00	\$12.00	\$18,120.00	\$24.28	\$36,662.80
2	CEDAR FENCE, 7', METAL POSTS	LF	755	\$140.00	\$105,700.00	\$140.00	\$105,700.00	\$110.00	\$83,050.00
3	CHAIN LINK FENCE, 7', METAL POST WITH PRIVACY	LF	755	\$150.00	\$113,250.00	\$145.00	\$109,475.00	\$161.43	\$121,879.65
4	CHAIN LINK FENCE, 6', METAL POST	LF	160	\$115.00	\$18,400.00	\$125.00	\$20,000.00	\$75.71	\$12,113.60
5	CHAIN LINK VEHICLE GATE	EACH	2	\$5,000.00	\$10,000.00	\$3,600.00	\$7,200.00	\$7,357.00	\$14,714.00
6	CHAIN LINK VEHICLE GATE WITH MOTORIZED OPENER	EACH	1	\$25,000.00	\$25,000.00	\$13,000.00	\$13,000.00	\$30,720.00	\$30,720.00
7	BID ALLOWANCE	LSUM	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00



Allen Altic <aaltic@westmont.il.gov>

RE: Rolling Stones band (Rocks Off) Hotel/Motel Request

1 message

Randy Bolstad <rbolstad@oakbrookhillsresort.com>

Thu, Jun 25, 2026 at 3:06 PM

To: Allen Altic <aaltic@westmont.il.gov>, Beth Marchetti <beth@discoverdupage.com>

Cc: Spencer Parker <sparker@westmont.il.gov>, Noonie Aguilar <noonie@discoverdupage.com>

Thank you all for working with us on this. Look forward to more opportunities to help attract people to Dupage / Westmont...

RANDY BOLSTAD, PGA

Resort General Manager

PGA Director of Golf Operations

IJGA – Youth Development Council

Hilton Chicago Oak Brook Hills Resort / Willow Crest Golf Club

3500 Midwest Rd. | Oak Brook, IL 60523

T: (630) 850-4118 | C: (630) 730-9278



From: Allen Altic <aaltic@westmont.il.gov>

Sent: Thursday, June 25, 2026 2:45 PM

To: Beth Marchetti <beth@discoverdupage.com>

Cc: Randy Bolstad <rbolstad@oakbrookhillsresort.com>; Spencer Parker <sparker@westmont.il.gov>; Noonie Aguilar <noonie@discoverdupage.com>

Subject: Re: Rolling Stones band (Rocks Off) Hotel/Motel Request

Randy,

I will put something on our next Village Board agenda (7/9/26) for our Village Board to approve a grant request to the hotel in the amount of \$3,723. Let me know if you have any questions.

Thanks,

Allen Altic, CPA
Finance Director
Village of Westmont
630-981-6231

On Wed, Jun 24, 2026 at 5:11 PM Beth Marchetti <beth@discoverdupage.com> wrote:

Best wishes and if I can assist in any other manner, please don't hesitate to reach out.



Beth Marchetti

Executive Director
DuPage Convention & Visitors Bureau

900 Jorie Blvd. Suite 122 Oak Brook, IL 60523

E Beth@DiscoverDuPage.com

P 630.575.8070 Ext. 219

DiscoverDuPage.com

[View DuPage County Destination Guide](#)

From: Allen Altic <aaltic@westmont.il.gov>
Sent: Wednesday, June 17, 2026 5:02 PM
To: Beth Marchetti <beth@discoverdupage.com>
Cc: Randy Bolstad <rbolstad@oakbrookhillsresort.com>; Spencer Parker <sparker@westmont.il.gov>; Noonie Aguilar <noonie@discoverdupage.com>
Subject: Re: Rolling Stones band (Rocks Off) Hotel/Motel Request

Randy,

Based on the analysis provided by Beth at Discover DuPage, the most the Village can provide is \$3,723 in hotel / motel tax grant money. If you have any information on any Food and Beverage Packages sold related to the concert or Concession Sales related specifically to the concert we may be able to justify additional grant monies up to a total of \$5,500.

Let me know if you have any questions.

Allen Altic, CPA
Finance Director
Village of Westmont
630-981-6231

On Wed, Jun 10, 2026 at 4:05 PM Beth Marchetti <beth@discoverdupage.com> wrote:

Good afternoon:

Randy, congratulations on the occupancy for the holiday weekend. Well done.

With 386 rooms, you would have 328 rooms occupied. As I don't have your ADR in this email, I looked at your site and saw a rack rate of \$227 per night, you're looking at \$74,456 in room revenue, or \$3,7223 in Westmont hotel tax, and I'm sure there would be ancillary tax revenues as well. As I don't have an estimate of your guests directly affiliated or staying due to the band, I wouldn't have a complete picture to provide to you.

-Are there any of the guests affiliated with the band, set-up, sound-board, fans?

-Any group contracts signed for the band that has a F & B package?

-Do you have any feedback or information from the questions Spencer proposed? I could get closer to the impact.

Safe travels, Spencer.



Beth Marchetti

Executive Director
DuPage Convention & Visitors Bureau

900 Jorie Blvd. Suite 122 Oak Brook, IL 60523

E Beth@DiscoverDuPage.com

P 630.575.8070 Ext. 219

DiscoverDuPage.com

[View DuPage County Destination Guide](#)

From: Randy Bolstad <rbolstad@oakbrookhillsresort.com>

Sent: Tuesday, June 9, 2026 5:55 PM

To: Spencer Parker <sparker@westmont.il.gov>; Beth Marchetti <beth@discoverdupage.com>

Cc: Noonie Aguilar <noonie@discoverdupage.com>; Allen Altic <aaltic@westmont.il.gov>

Subject: RE: Rolling Stones band (Rocks Off) Hotel/Motel Request

Thank you all...here is a recap of the event...

We developed a fourth of July program to help attract local and out of town guests to Westmont and the property here. As you know the fireworks happen directly on the golf course and over years have been a favorite spot to enjoy this great holiday. We have a mix of repeat and new hotel guests staying with us each year from several out-of-town/state locations. The hotel is forecasted to be at 85% occupancy which has grown significantly over the past decade. We have decided to begin having a new music venue each year as we feel this will help stimulate new people coming here. We are optimistic this event will continue to grow due to the commitment of the Village of Westmont to produce a memorable experience along with hotel management/ownership goal of the same.

This is just a quick overview of our commitment to attract people from all over to enjoy what we feel is one of the best fourth of July celebrations around. The amount of press and positive comments received each year continues to be very favorable.

Any questions or need anything further simply let us know....

Randy

RANDY BOLSTAD, PGA

Resort General Manager

PGA Director of Golf Operations

IJGA – Youth Development Council

Hilton Chicago Oak Brook Hills Resort / Willow Crest Golf Club

3500 Midwest Rd. | Oak Brook, IL 60523

T: (630) 850-4118 | C: (630) 730-9278



From: Spencer Parker <sparker@westmont.il.gov>

Sent: Tuesday, June 9, 2026 2:36 PM

To: Beth Marchetti <beth@discoverdupage.com>

Cc: Randy Bolstad <rbolstad@oakbrookhillsresort.com>; Noonie Aguilar <noonie@discoverdupage.com>; Allen Altic <aaltic@westmont.il.gov>

Subject: Re: Rolling Stones band (Rocks Off) Hotel/Motel Request

Randy,

First, I've copied our Finance Director Allen Altic, because I'm going to be out of town for the next couple of weeks, so please include him on any replies.

There's two ways we can do this. The first is the one we previously described: trying to justify the cost for the full program. This would mean answering questions so DCVB can crunch numbers for us and show us what the cost/benefit analysis. If those are difficult to answer, or if you just prefer, you could always just do our standard Village Hotel/Motel Grant request which caps at \$2,500 by writing a request as outlined below. Whichever is easier for you is fine.

Option 1 - \$5,500 Request - Please provide answers to Beth for these questions, so she can do an economic calculation to possibly justify \$5,500

- # of hotel rooms due to the concert...band members, set up crew, or people who have come to hear the band.
- # of "day trippers" for the band. Is calculated by number of tickets sold to hear the band, or number of concert goers...best to have zip codes if at all possible...outside a 50 mile radius versus more local.
- Any food and beverage packages or concessions sold to try and calculate sales tax revenue.

Option 2 - \$2,500 Request - Please provide a brief letter that lists the following information, and provide specific receipts after the event to receive reimbursement

- Brief description of the event
- Total Cost of the event (\$5,500)
- That you're requesting the maximum reimbursement
- A brief statement about the impact on encouraging tourism or overnight visitors
- Any other benefits to the Village
- A plan for publicity of the event

Thanks,

Spencer Parker

Assistant Village Manager

Village of Westmont

630-981-6234

On Thu, May 28, 2026 at 10:22 AM Spencer Parker <sparker@westmont.il.gov> wrote:

Thanks, Beth.

Randy, please don't spend too much time gathering the information. Even a rough estimate of the figures would be great for our purposes. When Beth and her team are able to crunch the numbers and let us see the estimated benefit to the community of providing these kinds of grants, it's really compelling.

- # of hotel rooms due to the concert...band members, set up crew, or people who have come to hear the band.

- # of "day trippers" for the band. Is calculated by number of tickets sold to hear the band, or number of concert goers...best to have zip codes if at all possible...outside a 50 mile radius versus more local.
- Any food and beverage packages or concessions sold to try and calculate sales tax revenue.

Thanks,

Spencer Parker

Assistant Village Manager

Village of Westmont

630-981-6234

On Tue, May 26, 2026 at 11:23 AM Beth Marchetti <beth@discoverdupage.com> wrote:

Good morning, Randy and Spencer:

I hope you are both well and enjoyed the weekend.

Two items: I am going to take the opportunity, Randy to pitch our incentive grant that is available for all member hotels. It's a program we started in 2016 and has brought great value to our hotels. I've included the link and your team sometimes takes advantage of this program. It's to help your sales efforts get this across the finish line to go to contract. In this case, I don't think there is a significant amount of hotel rooms associated with securing the band, but let's continue this in the next paragraph.

Tourism Incentive Program

One of the other benefits of working with DCVB is that we can run economic impact reports when there is a lead. DCVB pays for reports...industry standards from our national association, Destinations International out of D.C. If you can provide the following, I can at least provide a ROI to the Village and to you.

of hotel rooms due to the concert...band members, set up crew, or people who have come to hear the band.

of "day trippers" for the band. Is calculated by number of tickets sold to hear the band, or number of concert goers...best to have zip codes if at all possible...outside a 50 mile radius versus more local.

Any food and beverage packages or concessions sold to try and calculate sales tax revenue.

If you have this information, I can provide to the Village to assist in their investment of hotel tax.

Thank you. Happy Tuesday.



Beth Marchetti

Executive Director
DuPage Convention & Visitors Bureau

900 Jorie Blvd. Suite 122 Oak Brook, IL 60523

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From: Randy Bolstad <rbolstad@oakbrookhillsresort.com>
Sent: Friday, May 22, 2026 9:48 AM
To: Spencer Parker <sparker@westmont.il.gov>
Cc: Beth Marchetti <beth@discoverdupage.com>
Subject: RE: Rolling Stones band (Rocks Off) Hotel/Motel Request

Hi Spencer...thank you for contacting us regarding. Yes, this band is anticipated to draw a lot of local guests here. The cost for the band is \$ 5,500. Let us know how to proceed with funding assistance.

Thank you....

Randy

RANDY BOLSTAD, PGA
Resort General Manager
PGA Director of Golf Operations
IJGA – Youth Development Council
Hilton Chicago Oak Brook Hills Resort / Willow Crest Golf Club
3500 Midwest Rd. | Oak Brook, IL 60523
T: (630) 850-4118 | C: (630) 730-9278



From: Spencer Parker <sparker@westmont.il.gov>
Sent: Friday, May 22, 2026 9:44 AM
To: Randy Bolstad <rbolstad@oakbrookhillsresort.com>
Cc: Beth Marchetti <beth@discoverdupage.com>
Subject: Rolling Stones band (Rocks Off) Hotel/Motel Request

Randy,

Mayor Nero mentioned that you would like to request grant assistance for a Rolling Stones band (Rocks Off) coming on 7/4. Can you confirm the cost? I'm also looping Beth from DCVB into this email thread. She is often able to help us show the business case of the economic benefit that comes from situations where we provide the hotel some assistance from hotel/motel funds. I'm not sure if this is one of those cases she could analyze or exactly what questions she may have, but I'll let her weigh in too.

Thanks,

Spencer Parker
Assistant Village Manager
Village of Westmont
630-981-6234