

**Committee of the Whole Meeting
October 11, 2012
Minutes**

Mayor Pro-Tem Fleming called the meeting to order at 7:02pm

ROLL CALL

PRESENT

Mayor Pro Tem Fleming ~~Rahn~~, **Clerk** Szymiski (Searl Acting Clerk) and **Attorney** Zemenak Perez.

Trustees: Fleming, Emery, Klebenow, Nero, Scott and Senicka.

Staff: Searl, Parker, Malik, Gunther, Daniels, Mulhearn

Open Forum

Participants are advised that the Open Forum procedure is a privilege and should not be abused. Persons will be recognized, given the chance to speak and then the question or request will be answered, if necessary, referred to Village Staff for a response. Rules of Order and common courtesy will be rendered and expected. Time limit for each person is 3 minutes, unless previous arrangements with the Mayor have been agreed upon.

Items that will take more than 3 minutes should be placed on the next Committee of the Whole Meeting Agenda. Contact the Village Manager for placement on the agenda.

- **Mr. Al Carson. Westmont Chamber of Commerce.** Commented on the 2012 Downtown Trick or Treat Trail. Requested permission to close the Burlington Avenue Parking lot. **Downtown Trick Or Treat Trail 2012**
Board to consider an ordinance approving the following two requests for the Westmont Chamber of Commerce sponsored Trick or Treat Trail event on Saturday, October 27, 2012 from 11:00 a.m. to 1:00 p.m.: **PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.**
 1. Parking lot closure of one third of the Cass & Burlington Public Lot.
 2. Issuance of a license for amplified sound.
- **Mr. Bob Mueller.** 44 W. 59th Street, Apt. D. Commented on the Village's Home Rule Presentations.
- **Mr. Bob Plowman.** 111 W. Naperville Road. Commented on the November 6, 2012 Home Rule Referendum question.

Reports

- **Mayor**
 - Nothing
- **Clerk**
 - Commented on the remaining Electronics Recycling Programs.
 - Commented on the new Canyon Burger's "soft opening".
- **Attorney**
 - Nothing
- **Manager**

- As commented on upcoming Home Rule presentations
- Respond to Mr. Mueller's open forum comments
- ked to include a supplemental Purchase Order: **PO #11029653**, Display Sales, Corporation, \$8,960.00. **PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.**
- Noted that the total for Finance Ordinance #12 amount is 1,039,867.90.
- **Sock Drive Donation Box Request**
Board to consider a motion granting a request from Bethel Lutheran Church to place donation bins in the Village Hall and the Westmont Train Station to collect new socks as part of a community outreach from October 16 through November 16, 2012. **PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.**
- **Trustee Items**
 - Trustee Nero
 - Commented on Canyon's soft opening
 - Commented on the "State of the Village" Address
 - Trustee Klebenow
 - Commented on Canyon's soft opening
 - Reminded the public on the "Silent Parade"
 - Commented that drivers should be careful during the "Trick or Treat".
 - Happy Halloween.
 - Trustee Senicka
 - Commented on the "State of the Village" Address
 - Commented on the upcoming "Mayslake" Bazaar
 - Commented on Canyon's soft opening
 - Commented on "Cake in the Box", a new downtown
 - Commented La Petite Sweet was on Channel Nine talking about "Gluten-free" foods.
 - Trustee Scott
 - Nothing
 - Trustee Fleming
 - Commented that there will be a special Administration and Finance Committee meeting on Monday, October 15, 2012 at 6:00pm.

Items To Be Removed From Consent Agenda PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.

Consent Agenda (Omnibus Vote) PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.

Village Board Minutes

Village Board Meeting Minutes*

Board to consider approving the following minutes:

- Committee of the Whole Meeting held on September 27, 2012
- Village Board Meeting held on October 1, 2012
- Westmont Special Events Corporation Board Meeting with the Village Board held on September 10, 2012
- Special Joint Meeting: Westmont Village Board and Maercker School District 60 held on October 9, 2012

Finance Ordinance

Finance Ordinance

Finance Ordinance #12

Background Of Subject Matter

Amount to be determined.

Type

Motion

Purchase Orders

PO #11029514

Baxter & Woodman Inc. \$79,000.00

Background Of Subject Matter

Water Main Engineering

Additional Background

North Grant & North Adams

Recommendation

Not to exceed

Type

Purchase Order

Budgeted

Yes

Documents: [PO 11029514.PDF](#)

PO #11029566

Phillips Flowers \$12,872.25

Background Of Subject Matter

Holiday Wreaths

Type

Purchase Order

Budgeted

Yes

Documents: [PO 11029566.PDF](#)

PO #11029574

Don Morris Architects P.C. \$12,328.81

Background Of Subject Matter

September 2012 charges

Type

Purchase Order

Budgeted

Yes

Documents: [PO 11029574.PDF](#)

PO #11029571

Vidito Tree Experts \$6,225.00

Background Of Subject Matter

Tree Removals

Type

Purchase Order

Budgeted

Yes

Documents: [PO 11029571.PDF](#)

Unfinished Business

South Westmont Business District Public Hearing

Board to consider ordinances for the South Westmont Business District Tax Increment

Financing District: PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING
FOR CONSIDERATION.

1. To fix the date, time and place for the public hearing.
2. Establish an interested parties registry.

Background Of Subject Matter

The Eligibility Report and the Redevelopment Plan & Program for the South Westmont Business District are completed. Teska Associates recommends moving forward with the process.

Additional Background

Staff requests the date of Thursday, December 13, 2012 for a public hearing at the Committee of the Whole meeting. In addition, law requires the Village to pass an ordinance creating a registry of interested parties maintained by Community Development.

Type

Ordinance

Documents: [BASSWBDTIFPUBLICHEARINGANDINTERESTEDPARTIESREGISTRY.PDF](#), [2012-10-02 SWBD TIF REDEVELOPMENT PLAN AND PROGRAM - PRELIM DRAFT.PDF](#), [2012-10-02 TIF ELIGIBILITY STUDY REPORT 3.PDF](#), [WESTMONT 63RD TIF SCHEDULE.PDF](#)

Neighbors Publication Agreement **PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.**

Board to consider an ordinance approving an agreement with Emerald Marketing, Inc. to provide for the publication of a bimonthly local news magazine.

Background Of Subject Matter

The Village Board as well as the Westmont Chamber of Commerce, CUSD 201, Maercker School District 60, Westmont Park District & Westmont Library have partnered to publish a bimonthly news & information publication for Westmont residents and businesses.

Recommendation

Approval

Type

Ordinance

New Business

Variance Request - 430 South Linden Avenue

Board to consider ordinances approving the following requests from Tiffany Tang for zoning code variances to allow for the existing driveway to be resurfaced and a new rear yard paver patio: **PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.**

1. Lot coverage greater than the 35% maximum allowed.
2. A driveway to encroach in the side yard setback.
3. A reduction in the minimum required lot area for an existing non-conforming lot.

Background Of Subject Matter

The proposal exceeds maximum lot coverage in a R3 zoning district, encroaches into the side yard setback, & lot is under the minimum size requirements. In response to the Plan Commission, applicant provided staff with revised plans.

Additional Background

The Commission clarified that existing debris would be removed, the new patio would have permeable pavers, asked the applicant to research if connecting drainage to the front yard outlet would be viable, & confirmed that the retaining wall would remain.

Recommendation

The Planning & Zoning Commission recommended unanimous approval of the Zoning Code Variance Requests. The Chairman noted that the side yard setback is exceeded throughout the neighborhood, and this would not create a new non-conformity.

Type

Ordinance

Documents: [PZC STAFF REPORT- 430 S LINDEN - TANG VARIATION.PDF](#), [FINDINGS OF FACT 430 S LINDEN TANG VARIATION.PDF](#), [REVISED SITE PLAN 430 S LINDEN - TANG VARIATION.PDF](#), [PZ DRAFT MINUTES 430 S LINDEN.PDF](#)

Downtown Development Grant - 143 South Cass Avenue

Board to consider an ordinance approving a downtown development grant request from Bob Cynowa. **PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.**

Background Of Subject Matter

On September 19, 2012 the Downtown Development Grant committee met to consider an application from Bob Cynowa for the vacant property that he owns at 143 S. Cass. Previously it has housed an adult daycare facility & a Montessori school.

Additional Background

The plans for the property are to remove all siding/stucco finishes to replace with cedar-look vinyl siding, replacement of several windows & doors. The value of qualifying work, visible from the public right of way, totals \$6,580 of the \$21,172 budget.

Recommendation

The Committee recommended a grant award in the amount of \$3,290, the maximum monetary award for exterior work.

Type

Ordinance

Documents: [BASDOWNTOWNDEVELOPMENTGRANT143SCASS.PDF](#), [DOWNTOWN DEVELOPMENT GRANT 143 S CASS CYNOWA.PDF](#)

Massage Establishment License - Heavenly Feet - 151 West Ogden Avenue

Board to consider an ordinance approving the following: **PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.**

1. Increasing the number of massage establishment licenses within the village from nine to ten, to allow for the issuance of a massage establishment license to Heavenly Feet at 151 West Ogden Avenue.
2. Issuing a massage establishment license to Heavenly Feet at 151 West Ogden Avenue.

Background Of Subject Matter

The village has received and reviewed an application from Heavenly Feet to operate a massage establishment at 151 W Ogden Ave. A background investigation has been completed and a recommendation from the Chief of Police submitted to the board for review.

Additional Background

The board must consider increasing the number of massage establishment licenses from 9 to 10. If the number of available licenses is increased, the board must either approve or deny the issuance of a massage establishment license to Heavenly Feet.

Recommendation

Staff recommends review of the Chief of Police's recommendation and the information provided on whether to increase or decrease the number of massage licenses available within the village. (Village Ordinance Section 22-1415)

Type

Ordinance

Holy Trinity Church Oktoberfest 2012

Board to consider an ordinance approving the following two requests from Holy Trinity Church for an Oktoberfest event from 11:00 a.m. to 10:30 p.m., on Saturday, October 20, 2012: **PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.**

1. Closure of street parking spaces and sidewalk areas on East Richmond Street, west of Linden in front of Holy Trinity School.
2. Issuance of a license for amplified sound during the event.

Background Of Subject Matter

This is the first year for the Holy Trinity Octoberfest event. The event is a fundraiser for the church/school and is open to the public. The event will consist of food and beverage sales including alcohol, kids activities, live music and a DJ, and more.

Additional Background

This event will be contained on Holy Trinity Church property. The committee hopes to draw in up to 1000 people over the course of the day.

Type

Ordinance

Budgeted

N/A

Documents: [HOLY TRINITY CHURCH OCTOBERFEST MAP-V2-PDF.PDF](#), [HOLY TRINITY INSURANCE.PDF](#), [HOLY TRINITY LIQUOR LICENSE.PDF](#), [2012HOLYTRINITYOKTOBERFESTCOMMUNITYEVENTSPERMITREQUESTFORM.PDF](#), [HOLYTRINITYNEIGHBORHOODLETTER.PDF](#)

Downtown Trick Or Treat Trail 2012

Board to consider an ordinance approving the following two requests for the Westmont Chamber of Commerce sponsored Trick or Treat Trail event on Saturday, October 27, 2012 from 11:00 a.m. to 1:00 p.m.: PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.

1. Parking lot closure of Cass & Burlington Public Lot.
2. Issuance of a license for amplified sound.

Background Of Subject Matter

The Chamber has been hosting a Trick or Treat Trail in downtown Westmont for several years. This event brings hundreds of parents & children into the downtown area to engage in a safe trick-or-treating event bringing attention to our business community.

Additional Background

There will be a costume contest associated with the event. Westmont EMA assists with the event to ensure pedestrian safety. The only closure of public right of way will be the Cass-Burlington parking lot.

Type

Ordinance

Budgeted

N/A

Documents: [2012TRICKORTREATTRAILCOMMUNITYEVENTSPERMITREQUESTFORM.PDF](#), [2012 TRICK OR TREAT BUSINESS SIGN-UP AND INFO LETTER.PDF](#), [WESTMONT CHAMBER LIABILITY INSURANCE.PDF](#)

Intergovernmental Agreement - Village Of Westmont & Community Unit School District 201

Board to consider an ordinance approving an intergovernmental agreement between the Village of Westmont and Community Unit School District 201 for the purpose of providing security at the School Board Meetings. PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.

Background Of Subject Matter

A previous intergovernmental agreement for security at District 201 School Board meetings has expired. The village has been approached by the school board president to renew this agreement, in the event that security is desired at board meetings.

Additional Background

The intergovernmental agreement sets forth the duties and fee structure for an officer at a meeting.

Type

Ordinance

Documents: [VILLAGESCHOOLIGA FINAL CORRECTED.PDF](#)

National Community Planning Month

Board to consider an ordinance proclaiming October as Community Planning Month in the Village of Westmont. **PLACED ON THE OCTOBER 15, 2012 REGULAR BOARD MEETING FOR CONSIDERATION.**

Background Of Subject Matter

October has been designated as National Community Planning Month by the American Planning Association as a way to highlight the role of planners & planning in each community. This is an opportunity to recognize how planning creates lasting communities.

Additional Background

Planning is the process of envisioning, mapping and conceiving how a community will look, grow, & define itself-it's characteristics, attributes, and identity. Planning carefully balances the needs & desires of residents against the challenges of growth.

Recommendation

Approval

Type

Ordinance

Documents: [COMMUNITYPLANNINGMONTHPROCLAMATION.PDF](#)

Miscellaneous

Adjourned to Executive Session at 8:24pm