westmont.il.gov
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# Village Board Meeting
# Amended Agenda
# September 4, 2014
# 5:30 p.m.

1. **Call To Order**
2. **Roll Call**
3. **Pledge Of Allegiance**
4. **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 Regular Village Board Meeting Agenda. Contact the Village Manager for placement on the agenda.

5. **Reports**

   a. **Board Reports**

   **Mayor** - Honor Bradley Frederick - Rank of Eagle Scout
   **Clerk**
   **Attorney**
   **Acting Manager**
   **Trustees**

   ***Background Of Subject Matter*** *

   ***Type*** Discussion Only

   b. **Committee Reports**

   - Administration & Finance
   - Building & Zoning
   - Public Safety
   - Public Works
   - Public Information
   - Code Enforcement
   - Westmont First
   - Environmental Improvement Commission

   ***Background Of Subject Matter*** *

   ***Type*** Discussion Only

6. **Items To Be Removed From Consent Agenda**
7. **Consent Agenda (Omnibus Vote)**

   a. **Village Board Minutes**

i. **Village Board Minutes**

Board to consider approving the minutes of the Village Board Meeting held August 21, 2014.

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|---|---|
| ***Background Of Subject Matter*** | Required parliamentary procedure. |
| ***Type*** | Motion |

***Documents:*** 2014-08-21 VILLAGEBOARDMEETINGMINUTES.PDF

b. **Finance Ordinance**

i. **Finance Ordinance #10**

Total to be announced at the meeting.

| | |
|---|---|
| ***Background Of Subject Matter*** | * |
| ***Type*** | Ordinance |

c. **Purchase Orders**

i. **PO 11034331**

Patnick Construction, Inc. $603,060.00

| | |
|---|---|
| ***Background Of Subject Matter*** | Cumnor and Williams Watermain Replacement |
| ***Type*** | Purchase Order |
| ***Budgeted*** | Yes |

***Documents:*** PO 11034331.PDF

ii. **PO 11034360**

Baker Tilly Virchow Krause LLP $25,000.00

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|---|---|
| ***Background Of Subject Matter*** | Annual Fees for Audit and preparation of Comprehensive Annual Financial Report. |
| ***Type*** | Purchase Order |
| ***Budgeted*** | Yes |

***Documents:*** PO 11034360.PDF

iii. **PO 11034358**

iTouch Biometrics, LLC $20,000.00

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|---|---|
| ***Background Of Subject Matter*** | Replace fingerprint scanner at Police Department. |
| ***Type*** | Purchase Order |
| ***Budgeted*** | Yes |

***Documents:*** PO 11034358.PDF

iv. **PO 11034287**

Firemen Sealcoating, Inc. $14,825.00

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|---|---|
| ***Background Of Subject Matter*** | Sealcoating of parking lots at Village Hall, Police & Fire facilities, and Westmont Centre |
| ***Type*** | Purchase Order |

***Budgeted*** Yes

***Documents:*** PO 11034287.PDF

v. **PO 11034326**

Cloud Sherpas Inc $11,144.00

***Background Of Subject Matter*** Google Apps/Drive Renewal

***Type*** Purchase Order

***Budgeted*** Yes

***Documents:*** PO 11034326.PDF

vi. **PO 11034286**

HD Supply Waterworks $9,545.00

***Background Of Subject Matter*** Meter Exchange Parts

***Type*** Purchase Order

***Budgeted*** Yes

***Documents:*** PO 11034286.PDF

vii. **Total Of Purchase Orders**

$683,574.00

***Background Of Subject Matter*** *

***Type*** Motion

d. **Total Of Purchase Orders And Finance Ordinance #10**

Total to be announced at the meeting.

***Background Of Subject Matter*** *

***Type*** Motion

## 8. Unfinished Business

## 9. New Business

a. **Constitution Week Proclamation**

Board to consider a proclamation to declare September 17 through 23, 2014 as Constitution Week in the Village of Westmont.

***Background Of Subject Matter*** In honor of the 227th anniversary of the drafting of the constitution we officially celebrate our constitution of the United States of America.

***Type*** Proclamation

***Documents:*** CONSTITUTION WEEK PROCLAMATION 2014.PDF

b. **704 South Wilmette Avenue - McNaughton Lot Coverage Variance**

Board to consider an ordinance approving a Zoning Code variance request from McNaughton Development to allow lot coverage greater than the 35% maximum allowed in the R-3 Single Family Residence District.

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| ***Background Of Subject Matter*** | Proposal exceeds max lot coverage by approximately 5%. Planning Engineer will review proposed volume control best management practices that will offset additional coverage. Applicant's lot has a 20' private drive that is counted toward max lot coverage. |
| ***Additional Background*** | Without the drive, the new home, driveway and deck would meet lot coverage requirements. If approved, builder should inform homeowner the small deck is the only rear yard improvement allowed due to the lot coverage max. |
| ***Recommendation*** | Many neighbors spoke at the public hearing regarding private lot lines & concerns about flooding in the neighborhood. Pictures are attached. Planning & Zoning Commission recommended approval with an additional front yard best management practice. |
| ***Type*** | Ordinance |

***Documents:*** MCNAUGHTON FINDINGS OF FACT.PDF, 2014-08-13 STAFF REPORT - 704 S WILMETTE - MCNAUGHTON LOT COVERAGE VARIATION - PZC FOR BD.PDF, MCNAUGHTON LOT COVERAGE CALCS.PDF, MCNAUGHTON APPLIC MATERIALS.PDF, FLOOD PICS FROM MCNAUGHTON NEIGHBORHOOD.PDF

c. **Bradford Equities LLC – 150 W 63rd St**

Board to consider an ordinance approving a waiver from Section 2.05 of the Land Development Code to allow Bradford Equities, LLC to post its required Letter of Credit after the Village executes the final plat of subdivision.

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|---|---|
| ***Background Of Subject Matter*** | The Village is scheduled to sell 150 W. 63rd Street to Bradford Equities, LLC on September 5. The final plat of subdivision must be executed by the Village for this closing. Bradford cannot supply the required LOC prior to execution of the plat. |
| ***Additional Background*** | If approved, this waiver will allow the Village to sign the plat without the LOC. Bradford will supply the required LOC prior to the issuance of any development permits. |
| ***Type*** | Ordinance |

d. **50 West Ogden Avenue - Leaders Bank**

Board to consider ordinances approving the following requests from Leaders Bank for 50 West Ogden Avenue in the B-2 General Business District:

1. Plat of Vacation request
2. Waiver from right-of-way compensation
3. Plat of Dedication

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|---|---|
| ***Background Of Subject Matter*** | Leaders Bank is requesting to vacate the southern portion of Grant Street, which allows the previously approved site plan to include additional landscape buffering for the parking lot. |
| ***Additional Background*** | The intention is for the bank to retain ownership to the entire vacated property. Applicant is requesting compensation for the right-of-way be waived, since there are costs associated with removing right-of-way improvements.The cost sheet is attached. |
| ***Type*** | Ordinance |

***Documents:*** APPRAISAL LETTER.PDF, GRANT STREET PARKING COST ESTIMATE.PDF, WESTMONT APPRAISAL GRANT ST.PDF, GRANT ST UTILITIES.PDF, PLAT OF VACATION - 50 W OGDEN.PDF, 50 WEST OGDEN.PDF

e. **772 Burr Oak Drive - TGS Illinois -The Green Solution Alternative Medicine**

Board to consider an ordinance approving a Special Use permit request from TGS Illinois LLC, assumed name: The Green Solution Alternative Medicine, (f/k/a Green Healing, LLC) to allow the operation of a medical cannabis dispensary in the M-Manufacturing District.

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| ***Background Of Subject Matter*** | Zoning code requires a special use ordinance for medical cannabis facilities proposed in the M District. Ample parking is available for the use. The State of Illinois also has specific requirements, including minimum distances from schools & day cares. |
| ***Additional Background*** | The State does not feel the nearby School Association for Special Education in DuPage County is considered a secondary school. |
| ***Recommendation*** | Economic Development Committee & Planning & Zoning Commission did not have favorable recommendations, due to concerns about proximity to SASED & to Ty Warner Park. Members of the public spoke at the hearing to ask questions & comment. |
| ***Type*** | Ordinance |

***Documents:*** MEDICAL CANNABIS ATTACHMENTS.PDF, MEDICAL CANNABIS PRESENTATION.PDF

f. **Temporary Moratorium Extension**

Board to consider an ordinance extending the temporary moratorium on development in the area commonly known as Northeast Acres.

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| ***Background Of Subject Matter*** | In 2010, the Village Board approved of an ordinance restricting development in an area of the Village which has experienced storm water flooding problems. |
| ***Additional Background*** | The ordinance has been revisited and extended annually as the Village works toward identifying & budgeting for a solution. |
| ***Recommendation*** | Conditions in the defined area haven't changed since adoption of the previous ordinances. Staff recommends extension of the moratorium to be reviewed before the end of 2015 calendar year as long range solutions are developed. |
| ***Type*** | Ordinance |

***Documents:*** ORDINANCE 10-156.PDF, ORDINANCE 10-165.PDF, ORDINANCE 12-145.PDF, ORDINANCE 13-189.PDF

g. **Perimeter Safety Fence Text Amendment**

Board to consider an ordinance approving a text amendment to the municipal code to require perimeter safety fences during the duration of permitted construction.

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| ***Background Of Subject Matter*** | In Jan 2014, Building and Zoning Committee discussed updating requirements for construction sites to have 6' chain link perimeter fencing with locking gates rather than snow fencing; to be more secure and to act as more of a deterrent to trespassing. |
| ***Additional Background*** | The text amendment was passed in February, but inadvertently left out language regarding the length of time the fence should remain. The new text would add "during the duration of construction." |
| ***Type*** | Ordinance |

***Documents:*** TEXT AMENDMENT LANGUAGE.PDF

h. **Compensation Study**

Board to consider an ordinance approving a contract with GovHR USA, LLC to conduct a Classification and Compensation Study.

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| ***Background Of Subject Matter*** | This Classification and Compensation Study was discussed and approved by the Village Board during the 2014-15 Budget process. |
| ***Recommendation*** | Staff recommends approval of this item. |
| ***Type*** | Ordinance |
| ***Budgeted*** | Yes |

***Documents:*** CONTRACT - GOVHR-WESTMONT COMPENSATION STUDY 2014.PDF, WESTMONT PROPOSAL FINAL 04-03-2014 - GOVHR.PDF, WESTMONT AFFIDAVIT DOC 04-03-2014 - GOVHR.PDF

i. **Hiring Freeze - Municipal Services Department**

Board to consider a motion to temporarily lift the hiring freeze for the sole purpose of hiring one (1) part-time administrative assistant for the Municipal Services Department.

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| ***Background Of Subject Matter*** | This item was discussed and approved during the 2014-15 budget process. This position will provide additional counter service during peak service times and during low staffing periods. |
| ***Recommendation*** | Staff recommends approval. |
| ***Type*** | Motion |
| ***Budgeted*** | Yes |
| ***Budgeted Explanation*** | During the budget process, two (2) positions were discussed and approved. One position is being hired at this time. |

j. **Auto Aid Agreement - Village Of Oak Brook Fire Department**

Board to consider an ordinance approving an Automatic Aid Agreement with the Village of Oak Brook Fire Department.

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| ***Background Of Subject Matter*** | To provide auto aid engine, truck, ambulance, squad, Chief, or other equipment as needed to the stricken community in the event of an emergency. |
| ***Recommendation*** | The Fire Department recommends approval of said ordinance. |
| ***Type*** | Ordinance |

***Documents:*** AUTO AID AGREEMENT - OAK BROOK.PDF

k. **Auto Aid Agreement - Tri-State Fire Protection District**

Board to consider an ordinance approving an Automatic Aid Agreement with the Tri-State Fire Protection District.

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|---|---|
| ***Background Of Subject Matter*** | To provide auto aid engine, truck, ambulance, squad, Chief, or other equipment as needed to the stricken community in the event of an emergency. |
| ***Recommendation*** | The Fire Department recommends approval of said ordinance. |
| ***Type*** | Ordinance |

***Documents:*** AUTO AID AGREEMENT - TRI STATE.PDF

l. **Private Property Enforcement Agreements**

Board to consider an ordinance authorizing the issuance of private property traffic and parking enforcement agreements.

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| ***Background Of Subject Matter*** | To address numerous requests from private property owners to enforce parking and/or traffic violations on private property, the village must enter into an agreement with each individual property |

owner in order to issue citations.

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| ***Additional Background*** | Agreements will be filed/recorded with the County Recorders Office. A $50.00 filing fee will be paid by the property owner. Only certain types of private properties are eligible. The police chief is authorized to review and approve these agreements. |
| ***Recommendation*** | Staff recommends approval of this agenda item. |
| ***Type*** | Ordinance |

m. **ERI Resolution**

Board to consider a resolution to adopt an Early Retirement Incentive (ERI) Program.

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| ***Background Of Subject Matter*** | IMRF offers an ERI program which provides long-term employees an incentive to retire, allowing the Village to save money on replacement costs. Annual savings of $170,000-$200,000, are expected, so we would likely recoup initial cost in 5-8 years. |
| ***Additional Background*** | Staff began analyzing this option in May, right after FY 2013-14 budget was adopted. In August we received information from IMRF for further analysis. Total upfront costs will vary based on choices made by the 15 individual employees who are eligible. |
| ***Type*** | Resolution |
| ***Budgeted*** | Other |
| ***Budgeted Explanation*** | Initial up-front cost will be paid in FY 2015-16, for which we have not yet budgeted. However, if employees use the ERI to leave this fiscal year, we may see expenses that are lower than the FY 2014-15 budget. |

***Documents:*** MEMO-2014-08-25-ERI.PDF

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 5:00 P.M. Monday through Friday,Village of Westmont, Illinois, 60559; or telephone (630) 981-6200 voice, or (630) 981-6300 TDD, within a reasonable time before the meeting.*