



31 West Quincy Street • Westmont, Illinois 60559
Tel: 630-981-6200

Village Board Meeting December 10, 2015 6:00 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. Upon completing an Open Forum request form and submitting it to the Village Clerk before the commencement of the meeting, participants will be recognized and given a chance to speak. The time limit to speak is 3 minutes. If deemed necessary by the Village Board, the matter may be referred to Village Staff or may be placed on a future agenda for Board consideration.

All participants are expected to exercise common courtesy and follow any rules of order established or announced by the Village Board and/or Mayor. Candidates for local public office may not use this forum for campaign purposes.

5. Reports

a. Board Reports

- Mayor
- Clerk
- Attorney
- Manager
- Trustees

*Background Of
Subject Matter*

*

Type

Discussion Only

6. Public Hearing

a. Property Tax Levy Hearing

Board to conduct a public hearing regarding the property tax levy.

*Background Of
Subject Matter*

Because the proposed levy is such a small increase, the board is not legally required to publish notice in the paper or hold a public hearing. However, in the interest of transparency the Board chose to publish a notice and hold this hearing.

*Additional
Background*

The proposed total levy is in the amount of \$8,395,840. It is expected this levy will generate closer to \$8,156,077.

Type

Discussion Only

*Budgeted
Explanation*

This levy will impact the FY 2016-17 Budget

7. Items To Be Removed From Consent Agenda

8. Consent Agenda (Omnibus Vote)

a. Village Board Minutes

i. Board Meeting Minutes

Board to consider approving the following minutes:

- Village Board Meeting - November 12, 2015
- Special Meeting (Lunch with the Mayor) - October 17, 2015
- Special Meeting (Strategic Plan) - November 16, 2015
- Special Meeting (Strategic Plan) - December 2, 2015

Background Of Subject Matter	Required parliamentary procedure.
Type	Motion

Documents: [2015-11-12 VILLAGE BOARD MEETING MINUTES.PDF](#), [2015-10-17 SPECIAL MEETING MINUTES - LUNCH W THE MAYOR.PDF](#), [2015-11-16 SPECIAL MEETING - STRATEGIC PLAN.PDF](#), [2015-12-02 SPECIAL MEETING - STRATEGIC PLAN.PDF](#)

b. Finance Ordinance

i. Finance Ordinance # 15

Total to be announced at the meeting.

Background Of Subject Matter	*
Type	Motion

c. October Financial Report

Board to consider a motion to accept the financial report submitted for the month of October 2015.

Background Of Subject Matter	*
Type	Motion

Documents: [MONTHLY REVENUE AND EXPENSE SUMMARY OCTOBER 2015.PDF](#), [OCTOBER 2015 - FINANCIAL REPORT MEMO.PDF](#)

d. Purchase Orders

i. PO 11037780

Westmont Chamber of Commerce \$16,376.00

Background Of Subject Matter	3rd payment for Economic Development Partnership.
Type	Purchase Order
Budgeted	Yes

Documents: [PO 11037780.PDF](#)

ii. PO 11037681

Westmont Park District \$8,503.71

Background Of Subject Matter	Salary reimbursement for landscape architect.
Additional Background	This is included in the Finance Ordinance, which will be approved simultaneously with the purchase order.
Type	Purchase Order
Budgeted	Yes

Documents: [PO 111037681.PDF](#)

iii. **PO 11037707**

I/O Solutions \$7,594.99

Background Of Subject Matter	Police candidate testing
Type	Purchase Order
Budgeted	Yes

Documents: [PO 11037707.PDF](#)

iv. **PO 11037832**

Community Unit School District 201 - \$7,368.07

Background Of Subject Matter	Per an intergovernmental agreement with the School District, the Village is obligated to pay the school 25% of the TIF revenues generated by the CBD for the school to use for the redevelopment costs of capital improvements and upgrades to Manning School.
Type	Purchase Order
Budgeted	Yes

Documents: [PO 11037832.PDF](#)

v. **PO 11037777**

Westmont Fire Department 2% Association \$31,720.97

Background Of Subject Matter	Foreign fire insurance tax passthrough
Additional Background	This is included in the Finance Ordinance, which will be approved simultaneously with the purchase order.
Type	Purchase Order
Budgeted	Yes

Documents: [PO 11037777.PDF](#)

vi. **PO 11037633**

Global Emergency Products \$18,606.73

Background Of Subject Matter	Rebuild Motor for Fire Pumper 1832
Additional Background	At the 11/12/2015 meeting, this purchase order was approved for payment to Interstate Power Systems. The

vendor has now changed, so the purchase order is presented again, for for approval to pay Global Emergency Products.

Type	Purchase Order
Budgeted	Other
Budgeted Explanation	As noted at the 11/12/2015 meeting, this specific expense was not anticipated, so the accounts will likely exceed budgeted amount by the end of the fiscal year

Documents: [PO 11037633.PDF](#)

vii. **PO 11037788**

Burns & McDonnell \$13,363.63

Background Of Subject Matter	Stormwater reviews
Additional Background	This is included in the Finance Ordinance, which will be approved simultaneously with the purchase order.
Type	Purchase Order
Budgeted	Yes

Documents: [PO 11037788.PDF](#)

viii. **PO 11037806**

Vidito Tree Experts \$28,531.50

Background Of Subject Matter	Hazardous tree removal
Type	Purchase Order
Budgeted	Yes

Documents: [PO 11037806.PDF](#)

ix. **PO 11037694**

Display Sales Corp \$8,758.50

Background Of Subject Matter	Holiday lights
Type	Purchase Order
Budgeted	Yes

Documents: [PO 11037694.PDF](#)

x. **PO 11037715**

Galva Road Equipment \$23,380.00

Background Of Subject Matter	Replace hotpatcher
Type	Purchase Order
Budgeted	Yes

Documents: [PO 11037715.PDF](#)

xi. **PO 11037659**

West Town Refrigeration Corp \$7,020.00

<i>Background Of Subject Matter</i>	Annual HVAC maintenance contract for Police/Fire Department
<i>Additional Background</i>	This is included in the Finance Ordinance, which will be approved simultaneously with the purchase order.
<i>Type</i>	Purchase Order
<i>Budgeted</i>	Yes

Documents: [PO 11037659.PDF](#)

xii. **PO 11037708**

Pro-Tech Security Sales \$8,875.00

<i>Background Of Subject Matter</i>	Personal Protective Equipment
<i>Type</i>	Purchase Order
<i>Budgeted</i>	Yes

Documents: [PO 11037708.PDF](#)

xiii. **PO 11037709**

Public Safety Direct \$32,900.00

<i>Background Of Subject Matter</i>	Installation of lights, sirens, radios, computers, antennas, etc on new squad cars.
<i>Type</i>	Purchase Order
<i>Budgeted</i>	Yes

Documents: [PO 11037709.PDF](#)

xiv. **Total Of Purchase Orders**

\$ 212,999.10

<i>Background Of Subject Matter</i>	*
<i>Type</i>	Purchase Order

e. **Total Of Purchase Orders And Finance Ordinance**

Total to be announced at the meeting.

<i>Background Of Subject Matter</i>	*
<i>Type</i>	Motion

9. Unfinished Business

10. New Business

a. **Westmont Environmental Improvement Commission Appointments**

Board to consider a motion approving Mayor Gunter's appointments to the Environmental Improvement Commission to serve the unexpired terms left by the

resignation of members.

- Barbara Alvarez - new appointment
- Erin Kennedy - new appointment

Background Of Subject Matter	Members of the EIC are appointed by the Mayor with the approval of the board to a three year term, the current term of members expires in January of 2017.
Additional Background	All vacancies occurring on the commission shall be appointed by the Mayor to the remainder of the unexpired term.
Type	Motion

b. **Westmont First Committee Appointments**

Board to consider a motion approving Mayor Gunter's appointment of 5 new members to the Westmont First Committee including Larry Forssberg, Shannon Hancock, Carmen Higgins, Karen Mackert, and Amy Quattrone.

Background Of Subject Matter	Members of the Westmont First Committee are appointed by the Mayor with the approval of the board.
Type	Motion

c. **Planning And Zoning Commission Appointment**

Board to consider a motion approving Mayor Gunter's reappointment of Ed Richard and Wallace Van Buren to the Planning and Zoning Commission.

Background Of Subject Matter	The term for the Planning & Zoning Commission is 5 years. Each appointee has 20 years of service on the commission. Mr. Richard has 33 years of volunteer service and Mr. Van Buren has 43 years volunteer service to the Village of Westmont.
Additional Background	Currently, Mr. Richard is the Chairman of the P&Z Commission, and Mr. Van Buren is the secretary.
Type	Motion

d. **321 N Grant Street - Plat Of Easement And Vacation**

Board to consider an ordinance approving the following requests from Lori Buschauer for 321 North Grant Street in the R-3 Single Family Detached Residence District:

1. Plat of Vacation request.
2. Plat of Easement request.

Background Of Subject Matter	The property owner is requesting to vacate the right-of-way easement located on the north property line and the plat of easement will allow instead for a storm sewer in the same location.
Additional Background	The Village has no intentions to use the easement for future right-of-way, and removing the easement will benefit the property owner when a new house is built on the property.
Recommendation	Staff recommends approval.
Type	Ordinance

Documents: [321 N GRANT PLAT OF EASEMENT.PDF](#), [321 N GRANT PLAT OF VACATION.PDF](#),

e. **First Midwest Bank - Banking Services**

Board to consider an ordinance selecting a vendor for Banking Services and approving a contract in accordance with terms and conditions presented in the Request For Proposal (RFP) and the Bank's Proposal.

Background Of Subject Matter	The Village issued an RFP for A/P banking services. Information was posted on the website and 22 local banks were notified of the RFP. Five banks submitted proposals.
Recommendation	As discussed in the attached memo, staff recommends selection of First Midwest Bank based on location in town, Bauer and CRA ratings, and minimum balance requirements.
Type	Ordinance

Documents: [2015BANKING-AP RFP.PDF](#), [AP BANKING SERVICES PROPOSAL COMPARISON MEMO.PDF](#)

f. **Abatement Of Taxes**

Board to approve an ordinance abating the taxes heretofore levied for the year 2015 to pay debt service on General Obligation Bonds (Alternate Revenue Source), Series 2013A and its General Obligation Bonds (Alternate Revenue Source), Series 2013B of the Village of Westmont, DuPage County, Illinois.

Background Of Subject Matter	The Village issued alternate revenue bonds in 2013. This means the bonds are intended to be funded by revenue sources other than property taxes.
Additional Background	However, to keep the bonds off of the property taxes, the Village must abate the debt payments for those bonds each year.
Recommendation	Staff recommends approval.
Type	Ordinance
Budgeted	N/A

Documents: [2015 ABATEMENT ORDINANCE-MINUTES.PDF](#)

g. **Property Tax Levy**

Board to approve an ordinance adopting the 2015 Tax Levy Ordinance in the amount of \$8,395,840.

Background Of Subject Matter	As discussed previously, the Tax Cap law allows revenues to increase by CPI (0.8%) & new growth, which we expect to capture by levying a 4.29% increase. The proposed aggregate levy is \$8,395,840. Most of the expected increase is in Police Pension.
Additional Background	The attached shows current levels and 3 options. "2015 Option" (Red Column) requires \$27,961 in cuts. Proposal is to levy "2015 Levy" (Green Column), to get "2015 Expected" (Blue Column), which is an estimated \$11 annual impact to the average resident.
Type	Ordinance
Budgeted Explanation	This levy will impact the FY 2016-17 Budget

Documents: [2015 SUMMARY - PROPOSED PROPERTY TAX LEVY.PDF](#), [2015 TAX LEVY](#)

h. **2014-15 Comprehensive Annual Financial Report**

Board to consider an ordinance accepting the FY 2014-15 Comprehensive Annual Financial Report (CAFR).

Background Of Subject Matter	The CAFR for FY 2014-15 is ready for acceptance by the Board. This report for the Fiscal Year May 1, 2014 through April 30, 2015, is prepared in accordance with Generally Accepted Accounting Principles.
Type	Ordinance
Budgeted	N/A

Documents: [2015 04 30 VILLAGE OF WESTMONT AUDIT.PDF](#)

i. **Amendment To Intergovernmental Agreement For Landscape Maintenance Services**

Board to consider an ordinance approving an Amendment to the Intergovernmental Landscape Maintenance and Mowing Agreement between the Westmont Park District and the Village of Westmont.

Background Of Subject Matter	The Village and Park District are parties to an IGA whereby the Park District provides landscape maintenance and mowing services to certain Village properties for an annual fee.
Additional Background	The proposed Amendment expands the list of Village-owned properties which the Park District will service and amends the annual fee.
Recommendation	Approve
Type	Ordinance

Documents: [PARKDISTRICT.MOWINGIGA.AMENDMENT. 12.10.PDF](#)

j. **East Richmond St Water Main Replacement Phase 1 Engineering**

Board to consider an ordinance approving an Engineering Services Agreement with Baxter and Woodman for Phase 1 engineering on East Richmond Street from Wilmette Ave. to Richmond Avenue to replace the 4" water main.

Background Of Subject Matter	The Water Main Replacement Project includes 1,800 lineal feet of 8"water main to be installed by open cut on East Richmond Street and South Richmond Ave. Both streets will be restored by full-width milling and complete road resurfacing.
Additional Background	The Engineering Service Agreement is for design and construction services for a total not to exceed \$97,300.
Recommendation	Staff recommends approval of the Engineering Services Agreement with Baxter and Woodman.
Type	Ordinance

Documents: [EAST RICHMOND STREET WATER MAIN REPLACEMENT.PDF](#)

k. **Modification To Liquor Sale Hours**

Board to consider an ordinance modifying Chapter 10, Section 84 (1-3) Hours of operation, allowing for the retail sale of alcohol to begin at 7:00 a.m. daily.

Background Of	Local businesses have requested the change from a 9:00 a.m.
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Subject Matter	to a 7:00 a.m. start time to better serve their customers. The time change will affect all liquor license classifications. This ordinance would take effect January 1, 2016.
Recommendation	Staff recommends approval.
Type	Ordinance
Budgeted	N/A

I. Amendment To Employee Agreement

Board to consider an ordinance approving an Amendment to the Employment Agreement with the Police Chief.

Background Of Subject Matter	The proposed Amendment to the Employment Agreement with the Police Chief amends the term and other provisions of the Agreement.
Additional Background	The proposed Amendment will be distributed prior to the Village Board meeting for review.
Recommendation	Approve
Type	Ordinance

11. Miscellaneous

12. 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.

13. 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) 981-6210 voice, within a reasonable time before the meeting.