



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

Village Board Meeting December 7, 2017 6:00 p.m.

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

- Mayor
- Clerk
- 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 hold this hearing and publish notice.

*Additional
Background*

The proposed total levy is in the amount of \$8,666,312. It is expected this levy will generate closer to \$8,489,081.

Type

Discussion Only

Budgeted

Other

*Budgeted
Explanation*

This levy will impact the FY 2018-19 Budget

Documents:

[PROPERTY TAX LEVY SUMMARY1.PDF](#)

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 minutes of the Village Board meeting held November 9, 2017.

Background Of Subject Matter Required parliamentary procedure

Type Motion

Documents:

[2017-11-09 VILLAGE BOARD MEETING MINUTES.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 2017.

Background Of Subject Matter *

Type Motion

Documents:

[MONTHLY FINANCIAL REPORT MEMO 2017-10.PDF](#)

[MONTHLY FINANCIAL REPORT 2017-10.PDF](#)

d. **Purchase Orders**

i. **PO 11043160**

Amalgamated Bank of Chicago \$481,859.86

Background Of Subject Matter Debt Payment on 2017 Bonds

Additional Background This is included in the Finance Ordinance, which will be approved simultaneously with the purchase order.

Type Purchase Order

Budgeted Other

Budgeted Explanation The budget assumed the Debt Payment Fund would not make the payment until the following FY. However, the Budget did include transferring the money from the Stormwater Sales Tax to the Debt Service Fund this FY. Those funds will be used for this payment.

Documents:

ii. **PO 11043263**

Westmont Fire Department 2% Association \$38,700.56

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 11043263.PDF](#)

iii. **PO 11043283**

Commonwealth Edison Company \$80,000.00

Background Of Subject Matter	Engineering Design for East Burlington Electric Utility Relocation
Additional Background	This is included in the Finance Ordinance, which will be approved simultaneously with the purchase order.
Type	Purchase Order
Budgeted	No

Documents:

[PO 11043283.PDF](#)

iv. **PO 11043266**

Westside Mechanical Inc \$52,900.00

Background Of Subject Matter	Replace 2 HVAC Units at Westmont Centre
Type	Purchase Order
Budgeted	Yes

Documents:

[PO 11043266.PDF](#)

v. **PO 11043194**

Currie Motors \$27,918.00

Background Of Subject Matter	Fire Vehicle Replacement
Type	Purchase Order
Budgeted	Yes

Documents:

vi. **Total Of Purchase Orders**

\$ 681,378.42

<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

f. **Bicentennial Resolution - State Of Illinois**

Board to approve a resolution in support of the Illinois Bicentennial Celebrations.

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

Documents:

[2017-12-03 - RESOLUTION - IL BICENTENNIAL - GOOGLE DOCS.PDF](#)

9. **Unfinished Business**

10. **New Business**

a. **Increase In Class 2 Liquor Licenses**

Board to consider an ordinance to increase the number of available Class 2 Liquor Licenses by one (1) for Zazzo's Pizza at 200 West Ogden Ave.

<i>Background Of Subject Matter</i>	Westmont Marsala's Pizza Inc. D/B/A Zazzo's Pizza at 200 W. Ogden Avenue has applied for a Class 2 Liquor License. The applicant/owners/managers have successfully completed a background check & are eligible to receive a Class 2 License.
<i>Additional Background</i>	The business plan is to offer pizza for in-house & delivery along with Italian cuisine & catering. This business is associated with Zazzo's Pizza in Darien.
<i>Recommendation</i>	Increase the number of available Class 2 Liquor License by 1 to allow the issuance of a liquor license to Westmont Marsala's Pizza.
<i>Type</i>	Ordinance

b. **15 S Cass - Restaurant And Bakery**

Board to consider an ordinance approving a development permit request from Danielle Kirin to allow the operation of a restaurant and bakery in the B-1 Limited Business District.

<i>Background Of Subject Matter</i>	Applicant requests to use the existing restaurant space for a restaurant/bakery. An additional bathroom will be constructed to
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meet code. This is an allowed use with no additional parking required, & restaurants are recommended in the downtown TIF.

Recommendation Staff recommends approval.

Type Ordinance

Documents:

[PLAT OF SURVEY AND LAYOUT.PDF](#)

c. **Appointment Of Special Counsel**

Board to consider an ordinance approving the Mayor's appointment of special counsel to represent the Village's Fire & Police Commission.

Background Of Subject Matter The Mayor has the right to appoint special legal counsel for the Village, subject to Board approval. The Mayor recommends the appointment of attorney Karl Ottosen of Ottosen, Britz, Kelly, Cooper, Gilbert & DiNolfo out of Naperville.

Additional Background This attorney was suggested by the F&P Commission. In order to avoid conflicts of interest, the F&P Commission has used separate legal counsel from the Village Attorney.

Recommendation Approve

Type Ordinance

Budgeted Yes

Documents:

[OTTOSEN WBFPC ENGAGEMENT LETTER 2017-11-16.PDF](#)

d. **339 E 59th St - Final Plat Of Subdivision**

Board to consider an ordinance approving a Final Plat of Subdivision request from EMS Construction to split one lot into two lots of record in the R-3 Single Family Residence District.

Background Of Subject Matter The two lots of record will be used to build two new single family homes. Rezoning from R-1 to R-3 and preliminary subdivision has previously been approved for the property by the Village Board on 1/7/16.

Additional Background Engineering review for the subject property is complete & staff recommends approval.

Recommendation Approval

Type Ordinance

Documents:

[339 E 59TH ST FINAL PLAT.PDF](#)

e. **Engineering Agreement - 61st Street & Cumnor Road Wetland Detention Project**

Board to consider an ordinance authorizing an engineering agreement with WBK Engineering for Design (Phase 2) Engineering Services for the 61st Street and Cumnor Road Wetland Detention Project.

Background Of Subject Matter	The Village inherited Lot 117 along St. Joseph's Creek from the Eagle Creek settlement. The area is identified by DuPage County as very poor quality. Engineering Proposal from WBK includes Ph1 and Ph2 Design Engineering Services in the amount of \$67,200.
Additional Background	Ph1 and Ph2 Engineering Services includes the design of a wetland bottom basin and creating additional stormwater storage immediately around the basin.
Recommendation	Staff recommends approval of the proposal in the amount of \$67,200 for Ph1 and Ph2 Design Engineering Services.
Type	Ordinance
Budgeted	Yes

Documents:

[WBK PH2 ENGINEERING PROPOSAL.PDF](#)

f. **Surveying Agreement - 2017 Westmont Benchmark Upgrade Project**

Board to consider an ordinance authorizing a surveying agreement with Genesis Surveying for Construction (Phase 3) Services for the Village's 2017 Westmont Benchmark Upgrade Project.

Background Of Subject Matter	The Village's 1995 Benchmark Datum is outdated and obsolete. DuPage County does not recognize our datum nor can it be used for a project that requires a County Permit. There are only 3 County Benchmarks in Westmont, all along Ogden Avenue.
Additional Background	Genesis Survey proposes to update the Village's Benchmark Datum to create eight (8) additional monuments throughout Westmont. Request to approve the sum of \$25,000 for Ph3 Construction Surveying Services for the Village's 2017 Benchmark Upgrade Project.
Recommendation	Staff recommends approving the proposal in the amount of \$25,000.
Type	Ordinance
Budgeted	Yes

Documents:

[BENCHMARK 2017 GENESIS SURVEY PROPOSAL.PDF](#)

g. **Small Cell Antenna/Tower Right-Of-Way Siting Ordinance**

Board to consider approving a Small Cell Antenna/Tower Right-of-Way Siting Ordinance.

Background Of Subject Matter	There is a growing trend nationwide for the personal wireless telecommunications industry to install small cell facilities on existing utility & street poles in the in the public ROW. The Village does not specifically regulate this technology currently.
Additional Background	This ordinance was based on a model ordinance prepared and recommended by IML. It provides the Village with certain controls over the siting of these small cell facilities.
Recommendation	Approve

Type Ordinance

Documents:

[SMALL CELL ATTACHMENT 2017.PDF](#)

h. Dissolution Of Sycamore Run Subdivision SSA

Board to consider an ordinance approving the dissolution of the Sycamore Run Subdivision special service area.

Background Of Subject Matter This SSA was created by the Village in Dec 2016 to reimburse the Village for a portion of the costs to stabilize the banks of St. Joseph's Creek from erosion.

Additional Background This public improvement project was previously budgeted and is fully paid. To date, the Village has received one year of assessments over the projected 5-year SSA term.

Recommendation Given the limited number of affected property owners, the limited assessments to be received by the Village, & discrepancies involving certain properties, it is recommended that the SSA be dissolved.

Type Ordinance

i. Establishment Of SSA For Properties Currently Within The North Westmont Fire Protection District

Board to consider an ordinance establishing a Special Service Area for properties currently within the North Westmont Fire Protection District.

Background Of Subject Matter On Aug 3, 2017, the Board adopted an ordinance proposing to create an SSA for properties currently served by the NWFPD, which is dissolving. A public hearing was held Sept 28, 2017 for this SSA. No statutory objections were filed by the property owners.

Additional Background The next step in this process is to adopt an ordinance which establishes this SSA, and then adopt an ordinance authorizing a tax levy to implement these assessments. The special assessments will fund fire protection services to these properties.

Recommendation Approve.

Type Ordinance

j. Tax Levy For SSA For Properties Currently Within The North Westmont Fire Protection District

Board to consider an ordinance adopting a Tax Levy for the Village of Westmont's Special Service Area for properties currently within the North Westmont Fire Protection District.

Background Of Subject Matter Once a special service area is established, the next step is to adopt a Tax Levy Ordinance so that the assessments may be levied against the properties within the SSA. Each year, a new tax levy ordinance is required for this SSA.

Additional Background The 2018 tax levy will generate \$8,500 in tax revenue with the County determining the necessary rate. The tax levy will increase each year, & by Year 6 the tax rate will equal the

municipal rate for fire protection services charged to Village residents.

Recommendation Approve.

Type Ordinance

k. **Intergovernmental Agreement - DuPage County Infrastructure Support Services**

Board to consider an ordinance approving an Intergovernmental Agreement (IGA) with DuPage County for Infrastructure Support Services.

Background Of Subject Matter Since the dissolution of the Westmont Surface Water Protection District, the Village inherited ownership & maintenance of the Lift Station located at 39th and Adams. The County has since been assisting with maintenance of this specialty infrastructure.

Additional Background Both County & Westmont have determined that we could realize cost savings by utilizing County equipment, vehicles, and personnel to complete these maintenance tasks. The Village agrees to compensate the County for County assets delivered to the work site.

Recommendation Approval of the Intergovernmental Agreement.

Type Ordinance

Budgeted Yes

Documents:

[INFRASTRUCTURE SUPPORT IGA.PDF](#)

l. **Intergovernmental Agreement - Downers Grove Sanitary District**

Board to consider an ordinance approving an Intergovernmental Agreement (IGA) with Downers Grove Sanitary District with regard to Permitting and Bonding Requirements.

Background Of Subject Matter The Village and DG Sanitary District requires permits to be obtained for all proposed improvements on our respective properties and utilities. In an effort to help expedite permit review times, the IGA will help formalize our good working relationship.

Additional Background The IGA will not provide any direct costs to either the Village and DG Sanitary District.

Recommendation Staff recommends approval of the Intergovernmental Agreement.

Type Ordinance

Budgeted N/A

Documents:

[IGA DG SANITARY AND WESTMONT CONSTRUCTION PERMITTING.PDF](#)

m. **Abatement Of Taxes**

Board to consider an ordinance abating the taxes heretofore levied for the year 2017 to pay debt service on General Obligation Bonds (Alternate Revenue Source), Series 2013A, its General Obligation Bonds (Alternate Revenue Source), Series

2013B, and its General Obligation Bonds (Alternate Revenue Source), Series 2017, of the Village of Westmont, DuPage County, Illinois.

Background Of Subject Matter The Village issued alternate revenue bonds in 2013 and 2017. These are intended to be funded by revenue sources other than property taxes. To keep the bonds off of the property taxes, the Village must abate the debt payments for those bonds each year.

Type Ordinance

Documents:

[ABATEMENT ORDINANCE.PDF](#)

n. **Property Tax Levy**

Board to approve an ordinance adopting the 2017 Tax Levy Ordinance in the amount of \$8,666,312.

Background Of Subject Matter As discussed previously, the Tax Cap law allows revenues to increase by CPI (2.1%) & new growth, which we expect to capture by levying a 4.96% increase. We expect an increase in police pension expense of \$200,000 and a total revenue increase of \$182,000.

Additional Background General revenues will be cut by approximately \$37,000. The attached shows current levels and 3 sections. The proposal is to levy "2017 Levy" (Green Column), to get "2017 Expected" (Blue Column). The red column show the impact of a tax freeze.

Type Ordinance

Budgeted Other

Budgeted Explanation This levy will impact the FY 2018-19 Budget

Documents:

[PROPERTY TAX LEVY SUMMARY1.PDF](#)
[2017 TAX LEVY ORDINANCE.PDF](#)

o. **2016-17 Comprehensive Annual Financial Report**

Board to consider an ordinance accepting the FY 2016-17 Comprehensive Annual Financial Report (CAFR).

Background Of Subject Matter The CAFR for FY 2016-17 is ready for acceptance by the Board. This report for the Fiscal Year May 1, 2016 through April 30, 2017, is prepared in accordance with Generally Accepted Accounting Principles.

Type Ordinance

Documents:

[2017 04 30 VILLAGE OF WESTMONT AUDIT.PDF](#)

p. **Purchase Of 14 N Linden Avenue**

Board to consider an ordinance approving a real estate contract for the purchase of

real property located at 14 N. Linden Avenue, Westmont.

Background Of Subject Matter	The Village has determined that the purchase of 14 N. Linden Avenue is important in order to control future development in the Central Business District TIF District.
Additional Background	The ordinance approves the real estate contract and authorizes the Village Manager to take the necessary steps to close on this property.
Recommendation	Approve.
Type	Ordinance
Budgeted	Yes

q. **Committees Of The Board Structure**

Board to approve an ordinance amending Chapter 2, Sec. 2-33. - Committees, and Chapter 2, Article V, Division 5 of the Municipal Code to restructure the standing committees of the Board of Trustees.

Background Of Subject Matter	*
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.