



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 February 6, 2025 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. OATH OF OFFICE

a. Mayor Ronald Gunter to administer the oath of office to appointed Village Clerk Amanda Szymiski.

6. ROLL CALL OF THE NEW VILLAGE BOARD

a. Village Clerk Amanda Szymiski will take the roll of the new Village Board.

7. REPORTS

a. Board Reports

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

8. ITEMS TO BE REMOVED FROM CONSENT AGENDA

9. CONSENT AGENDA (OMNIBUS VOTE)

a. Village Board Minutes

i. Board Meeting Minutes

Board to consider approving the minutes of the Village Board meeting held January 23, 2025.

Background of Subject Matter
Required Parliamentary Procedure

Type Motion

b. Finance Ordinance #3

- i. Total to be announced at the meeting.

Type Consent Item

Budgeted

c. Purchase Order(s)

- i. **Currie Motors \$67,130.00**

Purchase two Ford Maverick AWD SuperCrew trucks to be used in by the Public Works Water Division. The purchase of these two vehicles replace vehicles #219 & #124. A change in scope of the vehicles needed will result in budgetary savings this fiscal year as the amount budgeted to replace vehicles #219 & #124 total \$158,300.00.

Type Consent Item

Budgeted Yes

- ii. **Foster Coach Sales \$419,552.00**

Purchase new ambulance to be used by the Fire Department to replace current ambulance #184. Due to the lead time to construct a new ambulance, delivery is expected in 2027. Payment in full will be made to Foster Coach Sales upon delivery.

Type Consent Item

Budgeted

- iii. **Imperial Service Systems \$47,844.00**

Office Cleaning for Public Works and Village Hall for 2025. This is an open purchase authorization in which monthly invoices will be applied against.

Type Consent Item

Budgeted Yes

- iv. **Lithoprint Inc \$41,800.00**

Village Newsletter Publishing for 2025. This is an open purchase order authorization in which actual invoices for 2025 will be applied to as appropriate.

Type Consent Item

Budgeted

- v. **Midwest 911 \$53,662.00**

Parts and Labor to upfit squads (2025 Ford Explorers) #36, 37, 39. \$44,662.00 is being used immediately and is already reflected in the finance ordinance for total

vendor payments (simultaneous payment)

Type Consent Item

Budgeted Yes

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

- i. Total to be announced at the meeting.

Type Consent Item

Budgeted

e. Community Events Request

i. 2025 Westmont Spring Fling Festival

Board to consider an ordinance approving the following requests for the 2025 Westmont Spring Fling Festival hosted by the Westmont Lions Foundation from May 23 - 25, 2025:

1. Community Events Permit
2. Liquor License Fee Waiver
3. Amusement Fee Waiver
4. Live Amplified Sound Permit
5. Tent Permit Fee Waiver
6. Temporary Banner Permit Waiver

Background of Subject Matter

The event will be held at Ty Warner Park, 800 Blackhawk Drive. This is a festival held by Westmont Lions Foundation which serves as a fundraiser to fund service projects in the local community and beyond.

Additional Background

- Fireworks are requested for this event.
- 4 x 8 Banners are requested at the following locations: 1) Cass and Burlington; 2) Cass and Ogden at Gus's Automotive Lot; 3) 63rd & Fairview 4) 63rd & Cass Ave at the Westmont Shell

Type Consent Item

Budgeted

f. Hotel / Motel Tax Grant Request

i. Hotel / Motel Tax Grant Request - Lions club - 2025 Spring Fling

Board to consider an ordinance awarding a hotel/motel \$2500.00 tax grant to the Westmont Lions Club for the Spring Fling event.

Background of Subject Matter

The Westmont Lions Club is requesting Hotel/Motel Grants to assist in the annual festival event, which they have received in the past. This event brings tourism to the Village.

Type Consent Item

Budgeted

g. December 2024 Monthly Treasurer's Report

- i. Board to consider a motion to accept the monthly financial report submitted for the month of December 2024.

10. UNFINISHED BUSINESS

11. NEW BUSINESS

a. Engineering Services Agreement - 2025 MFT Resurfacing Project

Board to consider an ordinance approving an engineering agreement with Primera Engineers, Ltd. for Phase 2 design engineering for the 2025 MFT Resurfacing Project.

Background of Subject Matter

Request to approve the sum of \$27,220.00 for Phase 2 design engineering for the 2025 MFT Resurfacing Project.

Additional Background

This agreement will include preparation of contract documents, cost estimates and bidding assistance for the 2025 MFT Resurfacing project. This project will be constructed during the summer 2025.

Recommendation

Staff recommends approval of this proposal in the amount of \$27,220.00 for Phase 2 design engineering.

Type Agreement/Contract

Budgeted Yes

b. Resolution for Improvement Under The Illinois Highway Code

Board to consider approval of an Illinois Department of Transportation Resolution for the Village's 2025 MFT Resurfacing Project.

Background of Subject Matter

Request to appropriate the sum of \$1,860,000 for the 2025 MFT Resurfacing Project from the Village's allotment of Motor Fuel Tax Funds.

Additional Background

Enter text here.

Recommendation

Staff recommends approval of the resolution in the amount of \$1,860,000

for the 2025 MFT Resurfacing Project from the Village's allotment of Motor Fuel Tax Funds.

Type Resolution

Budgeted Yes

c. **Surplus Items- Public Works Department**

Board to consider an ordinance to declare outdated, unused items from the Public Works Department as surplus.

Background of Subject Matter

The Village of Westmont Public Works Department requests that the attached list of items that are outdated, unused and/or non-functioning be declared as surplus. Surplus items are to be removed from the Village's inventory and disposed of with the Village Board's authority by the Village Manager in the manner determined to be the most appropriate.

Recommendation

Approve

Type Ordinance

Budgeted Yes

d. **Surplus Items - Village Hall**

Board to consider an ordinance to declare outdated or unused items from the Administration Department as surplus.

Background of Subject Matter

The Village of Westmont Administration Department requests that the attached list of items from Village Hall that are outdated, unused and/or non-functioning be declared as surplus. Surplus items are to be removed from the Village's inventory and disposed of with the Village Board's authority by the Village Manager in the manner determined to be the most appropriate.

Recommendation

Approve

Type Ordinance

Budgeted

e. **IGA for Fleet Services - Oak Brook**

Board to consider an ordinance approving an Intergovernmental Agreement with the Village of Oak Brook for the Westmont Fleet Division to offer fleet maintenance services.

Background of Subject Matter

The Village of Oak Brook is the first community to have interest in our Fleet Services.

Type Agreement/Contract

Budgeted

12. MISCELLANEOUS**13. 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.

14. 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, January 23, 2025.

Mayor Gunter called the meeting to order at **6:00 P.M.**

WESTMONT VILLAGE BOARD MEETING ROLL CALL:

PRESENT: Mayor Gunter P

TRUSTEES: Barker	<u>P</u>	Liddle	<u>P</u>
Barry	<u>P</u>	Nero	<u>P</u>
Guzzo	<u>P</u>	Scales	<u>A</u>

STAFF:

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

ATTORNEY: Zemenak P Lampariello A

A QUORUM WAS PRESENT TO TRANSACT BUSINESS.

PRESS:

Bugle A

CHAMBER OF COMMERCE: Forssberg - P Harding - A

THOSE PRESENT RECITED THE PLEDGE OF ALLEGIANCE.

Mayor welcomed everyone to the meeting.

OPEN FORUM:

- No open forum.

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>	<u>7</u>	<u>8</u>
TRUSTEE BARKER	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE BARRY	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE GUZZO	<u>Y</u>	<u>Y</u>	<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>	<u>Y</u>	<u>Y</u>
TRUSTEE NERO	<u>Y</u>	<u>Y</u>	<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>A</u>	<u>A</u>

	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>
TRUSTEE BARKER	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE BARRY	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</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 NERO	<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 Gunter

- The Westmont Library coordinates monthly dementia awareness programs, which are open to the public. That information can be found on the Library website.
- New Village Water Rates: Check out the Winter 2025 Community News Magazine with information on updated Village water rates and infrastructure updates. New water rates will take effect starting with February 28 utility bills.
- The State of Illinois has collected a grocery sales tax of 1% and they will not be assessing that starting next year. It will still be distributed to us, it just won't go through the State anymore.

Deputy Clerk Richards

- Village offices will be closed on February 20th in observance of President's Day.

Trustee Barry

- Recapped the Community Development Committee meeting.
 - Downtown Incentive Programs were discussed that would go to improve the facades, life safety, and others. We encourage all of our downtown businesses to look into those opportunities.
 - Online permitting will be available at the end of March.
 - An update on the zoning ordinance was presented.

- The public is encouraged to attend those meetings.
- The Community Development Committee will meet April 17, July 24, October 17.
- The Westmont Chamber has announced its 9th annual Restaurant week February 20 to March 2. Visit westmontchamber.com for more information.
- The next Police Public Safety Committee meeting will be held February 6th.
 - Topics to be discussed at the next Police Public Safety meeting will include the 2024 police department annual report, 2024 Westmont Police Employee of the Year, commendations for superior performance, and an update on e-bike enforcement.

Trustee Barker

- The Environmental Improvement Committee will meet again on February 3, 2025 at the Westmont Public Library.
- Residents can still drop off unwanted or broken holiday lights until January 31 at either the Westmont Library or the Fire Department Headquarters.
- Holiday tree pick up will be available through January 31. Put out your tree to be composted during this time and make sure that all of the decorations have been removed.

Trustee Liddle

- Announced the meeting dates for Administration/ Finance Committee for 2025: Feb. 20, April 3, May 15, July 10, Aug. 21, Oct. 2, Dec. 18.
- Residents can sign up via the village website to receive notices for agenda and minutes from the new portal.
- Westmont Special Events has announced their 2025 schedule for Cruisin' Nights, Taste of Westmont, Creative Arts Network and more. Visit the village website for more information. The information will be available at westmontevents.com.
- The Village Communications Division hosted their first Public Information Committee meeting yesterday. This is an internal staff meeting in which members of the various taxing bodies and community organizations meet to share info regarding upcoming programs and events. This information is then reported out via various news releases and social media. We want to thank everyone who participated.

Trustee Nero

- The next Public Works Committee meeting will be March 20, 2025 at Village Hall.
- Westmont Public Works is working on plans for an open house this Spring. Details will be provided as soon as they are confirmed.

Trustee Guzzo

- Announced the Fire Public Safety Committee Meeting dates: March 6, August 7, November 6.
- Sign up is open for the Citizens Fire Academy. Classes begin April 1, 2025.

ITEMS TO BE REMOVED FROM CONSENT AGENDA:

- No items to be removed from the consent agenda.

(1) CONSENT AGENDA [Omnibus Vote]:

Manage May addressed the Board on this agenda item.

Motion by **Trustee Liddle** to approve the consent agenda.

(A) VILLAGE BOARD MINUTES

Board Meeting Minutes

- Board to consider approving the Village Board Meeting held on **January 9, 2025**.

(B) FINANCE ORDINANCE

Finance Ordinance # 2 \$ 2,979,426.69

(C) PURCHASE ORDERS:

Village of Addison	\$ 298,712.33
Meade, Inc.	130,000.00
Currie Motors	61,499.00
HP Quincy Partners	304,441.54
Total Purchase Orders	\$ 794,652.77

(D) TOTAL OF PURCHASE ORDERS & FINANCE ORDINANCE: **\$ 3,774,079.46**

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

VOTE ON MOTION #1

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

UNFINISHED BUSINESS

NEW BUSINESS

(2) DOWNTOWN INCENTIVE PROGRAM - FY25(B) ANNUAL BUDGET & ACTIVITY TARGETS

Mayor Gunter addressed the Village on this Board item.

Motion by **Trustee Barker** to consider an ordinance adopting the FY25(B) Downtown Incentive Program Annual Budget and Activity Targets.

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

VOTE ON MOTION #2

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

(3) SPECIAL USE PERMIT & B-1 DEVELOPMENT PERMIT REQUEST - 216 NORTH CASS AVENUE

Community Development Director Hennerfiend, Szymon Gomula, and Jessica Smith addressed the Village Board on this item.

Motion by **Trustee Nero** to consider an ordinance approving requests from Cass Avenue Properties, LLC d/b/a Dolce Vita Day Spa and Salon Smith, LLC, d/b/a Salon Four, at 216 North Cass Avenue for the following:

1. Special Use Permits to allow both petitioners to operate a barbershop and beauty parlor, located on the ground floor, in the B-1 Limited Business District.
2. B-1 Development Permit, for both petitioners to operate a barbershop and a beauty parlor located on the ground floor.

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

VOTE ON MOTION #3

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

(4) DOWNTOWN INCENTIVE PROGRAM GRANT - 216 NORTH CASS AVENUE

Community Development Director Hennerfiend addressed the Village Board on this item.

Motion by **Trustee Nero** to consider an ordinance awarding a Downtown Incentive Program (DIP) grant to Cass Avenue Properties LLC, for the installation of new windows (glazing) and the front door at 216 North Cass Avenue.

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

VOTE ON MOTION #4

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

(5) DOWNTOWN INCENTIVE PROGRAM GRANT - 17 NORTH GRANT AVENUE

Community Development Director Hennerfiend, Ron Martin, and Rick Martin addressed the Village Board on this item.

Motion by **Trustee Nero** to consider an ordinance awarding a Downtown Incentive Program (DIP) grant to Cass Avenue Management Group, LLC to install a water line and sprinkler system at 17 North Cass Avenue.

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

VOTE ON MOTION #5

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

(6) ENGINEERING AGREEMENT - PHASE 2 DESIGN RESIDENTIAL ALLEY RECONSTRUCTION

Public Works Director Ries addressed the Village Board on this item.

Motion by **Trustee Liddle** to consider an ordinance approving an engineering agreement with Thomas Engineering Group, LLC for Phase 2 design engineering for Residential Alley 7S Reconstruction.

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

VOTE ON MOTION #6

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

(7) IGA FOR POLICE & FIRE DISPATCH SERVICES

Police Chief Gunther addressed the Village Board on this item.

Motion by **Trustee Guzzo** to consider an ordinance approving an Intergovernmental Agreement with the Village of Addison for police and fire dispatch services through the Addison Consolidated Dispatch Center.

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

VOTE ON MOTION #7

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

(8) SURPLUS ITEMS - POLICE DEPARTMENT

Police Chief Gunther addressed the Village Board on this item.

Motion by **Trustee Nero** to consider an ordinance to declare outdated, unused items from the Police Department Investigation Division as Surplus.

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

VOTE ON MOTION #8

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

(9) IMRF RESOLUTION

Assistant Village Manager Parker addressed the Village Board on this item.

Motion by **Trustee Barker** to consider a resolution related to IMRF participation by elected officials.

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

VOTE ON MOTION #9

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

(10) MAYOR'S CLERK APPOINTMENT

Mayor Gunter and Amanda Szymiski addressed the Village Board on this item.

Motion by **Trustee Liddle** to consider a motion approving the Mayor's appointment of Amanda Szymiski to the position of Village Clerk.

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

VOTE ON MOTION #10

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

MISCELLANEOUS

- Trustee Barry expressed condolences to the Mike Heffernan family.

(11) REQUEST FOR EXECUTIVE SESSION - 6:32pm

Mayor Gunter requested a motion to adjourn to Executive Session to discuss the employment and performance of specific employees of the Village pursuant to section 2(C)(1) of the Open Meetings Act.

Motion by **Trustee Barry** to adjourn to executive session.

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

VOTE ON MOTION #11

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

(12) ADJOURN EXECUTIVE SESSION TO RECONVENE REGULAR MEETING

Board to consider a motion to adjourn at 6:56pm.

Motion by **Trustee Liddle**.

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

VOTE ON MOTION #12

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

(13) ADJOURNMENT

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

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

VOTE ON MOTION #13

Ayes: Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: Scales

MEETING ADJOURNED AT 6:57 P.M.

ATTEST:

APPROVED:

Alicja Richards, Deputy Village Clerk

Ronald J. Gunter, Mayor

Dated this 6th day of February, 2025



Village of Westmont

Purchase Order

PO Date: 2025-01-28

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 #

25202174

Vendor:

CURRIE MOTORS
9423 W. LINCOLN HWY
FRANKFORT, IL 60423
Fax: 815-469-9700

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100409	815-464-9200	815-469-9700				
Item#	Description/PartNo		QTY	UOM	Unit Price	Extended Price
1	2025 Maverick AWD SuperCrew - Replace #219		1.0	EACH	\$33,565.00	\$33,565.00
	GL Account: 4154111 - 57067 - 5INF					
	Ship To: PUBLIC WORKS 155 E. BURLINGTON WESTMONT, IL 60559					
		\$33,565.00				

By: Spencer Parks
Authorized Signature

PO Total **\$33,565.00**

*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.



Village of Westmont

Purchase Order

PO Date: 2025-01-28

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 #

25202173

Vendor:

CURRIE MOTORS
9423 W. LINCOLN HWY
FRANKFORT, IL 60423
Fax: 815-469-9700

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100409	815-464-9200	815-469-9700				
Item#	Description/PartNo		QTY	UOM	Unit Price	Extended Price
1	2025 Maverick AWD SuperCrew - Replace #124		1.0	EACH	\$33,565.00	\$33,565.00
	GL Account: 2552525 - 57096 - 1GOV					
	Ship To: PUBLIC WORKS 155 E. BURLINGTON WESTMONT, IL 60559					

By: Spencer Parks
Authorized Signature

PO Total **\$33,565.00**

*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.



Village of Westmont

Purchase Order

PO Date: 2025-01-27

Page: 1 of: 1

Bill To:

FIRE DEPARTMENT - HQ
6015 S CASS AVE
WESTMONT, IL 60559

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

Purchase
Order #

25202157

Vendor:

Foster Coach Sales, Inc.
903 Prosperity Drive
Sterling, IL 61081
Email: info@fostercoach.com
Fax: 815-625-7222

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100685	815-625-3276	815-625-7222				
Item#	Description/PartNo		QTY	UOM	Unit Price	Extended Price
1	Replacement Ambulance; Medic 184 2026 Ford F550 4x4 Gas Chassis on a Custom Horton Conversion per Customer Specifications. Includes NO Stryker Equipment. SPC Contract #214 GL Account: 2552525 - 57095 - 1GOV \$419,552.00 Ship To: FIRE DEPARTMENT - HQ 6015 S CASS AVE WESTMONT, IL 60559 Email: jsaldivar@westmont.il.gov		1.0	EACH	\$419,552.00	\$419,552.00

By: *Spencer Parks*
Authorized Signature

PO Total **\$419,552.00**

*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.



Village of Westmont

Purchase Order

PO Date: 2025-01-21

Page: 1 of: 1

Bill To:

ADMINISTRATION
31 W QUINCY
WESTMONT, IL 60559
Phone: 630-981-6216

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

Purchase
Order #

25202119

Vendor:

LITHOPRINT INC
111 E CHICAGO AVE
WESTMONT, IL 60559
Fax: 630-964-9440

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100193	630-964-9440	630-964-9440				
Item#	Description/PartNo		QTY	UOM	Unit Price	Extended Price
1	Village Newsletter - FY25B		5.5	EACH	\$7,600.00	\$41,800.00
	Village Newsletter - FY25B					
	GL Account: 0151170 - 58035 - 21&I \$41,800.00					
	Ship To: ADMINISTRATION 31 W QUINCY WESTMONT, IL 60559 Phone: 630-981-6216					

By: Spencer Parks
Authorized Signature

PO Total **\$41,800.00**

*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.



Village of Westmont

Purchase Order

PO Date: 2025-01-27

Page: 1 of: 1

Bill To:

POLICE DEPARTMENT
500 N CASS
WESTMONT, IL 60559

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

Purchase
Order #

25202168

Vendor:

Midwest911, Inc.
503 S. Weber Road
Unit # 228
Bolingbrook, IL 60490
Email: derrick@midwest911.com

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
101563	630-881-2782					
Item#	Description/PartNo		QTY	UOM	Unit Price	Extended Price
1	Parts & Labor Upfit #36,#37,#39 2025 Ford Explorer Parts & Labor Upfit #36,#37,#39 2025 Ford Explorers Per Estimates 711, 712, 713 GL Account: 2552525 - 57093 - 1GOV Ship To: POLICE DEPARTMENT 500 N CASS WESTMONT, IL 60559		1.0	EACH	\$53,662.00	\$53,662.00

By: *Spencer Parks*
Authorized Signature

PO Total **\$53,662.00**

*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.

Village of Westmont

Community Event Permit Application

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 90 DAYS PRIOR TO THE EVENT

Village of Westmont Clerk's Office, 31 W Quincy St. Westmont, IL 60559 Fax: 630-829-4441

INSTRUCTIONS: PLEASE READ THE GUIDE TO SPECIAL EVENTS PLANNING BEFORE COMPLETING APPLICATION

GENERAL EVENT INFORMATION

Name of Event

Westmont Lions Foundation Spring Fling 2025

Exact Address of Event

800 Blackhawk Drive, Westmont, IL 60559

Type of Event (Check all applicable)

☒ Festival ☐ Run/Walk ☐ Parade ☐ Car Show ☒ Carnival ☒ Fireworks ☐ Other:

Date(s) of Event

May 23rd - 25th 2025

Hours of Event

Fri 4-11:00 Sat 12-11:00 Sun 12-10

Set Up Date

Wednesday May 21, 2025

Rain Date (If Applicable)

N/A

Estimated Attendance

20-35K

Description/Purpose of Event (Be as detailed as possible)

Festival held by Westmont Lions Foundation which serves as fundraiser to fund service projects in the local community and beyond

SPONSORING ORGANIZATION INFORMATION

Name of Sponsoring Organization

Westmont Lions Foundation

Contact Person from Sponsoring Organization

Daniel Buczkowski

Sponsoring Organization Address

55 E. Richmond Street

City

Westmont

Zip

IL

Phone Number

6309561882

E-Mail

[REDACTED]

Website

www.westmontlionsfoundation.org

ORGANIZER/COORDINATOR INFORMATION

Name of Organizer/Coordinator

Daniel Buczkowski

E-mail

[REDACTED]

Organizer/Coordinator Address

[REDACTED]

City

[REDACTED]

Zip

[REDACTED]

Phone Number

[REDACTED]

Cell Phone Number

[REDACTED]

Fax Number

[REDACTED]

Village of Westmont

Community Event Permit Application

Continued

Event Overview

EVENT LAYOUT & SET-UP (describe complete site plan of event with location of tent(s), tables, chairs, generator(s), layout of power cables, stage, sound system, lighting, food and beverage service, fencing, water hook-up location, port-a-potties, waste receptacles, etc.) A site plan that includes the information listed above is REQUIRED.

See attached site plan

Is this site plan attached?

☒ Yes ☐ No

Note: Layout must include public street and parking lot closures, barricades, placement of stage and tents, location of water hook-ups, placement waste receptacles, placement of tents-tables-chairs, location of food and beverage service, location of information tent, etc.

Will you be using a tent?

☒ Yes ☐ No

If Yes, a tent permit application will need to be completed and approved.

Have you submitted and obtained a Temporary Sign Permit for your event signs/banners posting permit from the Westmont Building & Zoning Division?

☒ Yes ☐ No

Have you made arrangements with the Westmont Communications Director to have the Village hang/place signs and/or banners in the right-of-way? ☒ Yes ☐ No

Has an Event Proximity Notice been prepared?

☒ Yes ☐ No

If Yes, please attach a copy for review.

Note: Minimally, the Village of Westmont requires the sponsoring organization to provide hand delivered notification regarding this event to all businesses and residences within one block of the event at least 7 days prior to the event. The Village may require a wider area of distribution depending on the size, scope and community impact of the event. This notice must include general information regarding the event including event hours, street & parking lot closures, sound amplification, special uses that may affect neighbors, event chair contact information including name and phone number, and more. This notice must be approved by the Westmont Media Relations Coordinator and a copy must be submitted with this application.

Will your event serve alcohol?

☒ Yes ☐ No

If Yes, in order to sell or furnish alcoholic beverages at your event, you are required to obtain a permit from the Illinois Liquor Control Commission and the Village. If your event includes the use of alcohol, you will need to provide liquor liability coverage on your Certificate of Insurance

Note: A Westmont Police Officer(s) will need to be hired for the event, as required by ordinance if an event serves alcohol.

Will your event serve food?

☒ Yes ☐ No

If Yes, who will be responsible for preparing/serving food and meeting all County and State Health Codes?

If Yes, a DuPage County Health Department temporary food service and/or mobile vending permit is required. No food or beverage can be sold or given away at events open to the public, unless authorized by the County.

Will your event require Police, Fire, or Public Works support?

☒ Yes ☐ No

☒ Police ☒ Fire ☒ PW (check all that apply)

Note: The Village will provide limited support to public events on a case-by-case basis and pending staff availability. This includes the availability of additional police services (i.e. traffic control, officer presence at event, etc.); public works services (i.e. road closures, street sweeping, provision of barricades, etc.) and fire services (i.e. medics or ambulance on standby). Additionally, during the Special Event application review, the Village may require Police or Public Works personnel at the event. The cost for any Village personnel involved during the day(s) of the event and in preparation for the event will be charged back to the sponsoring agency or applicant. The Village will determine the number of personnel necessary to ensure the safety of the participants and spectators, to minimize inconvenience to the residents and to reduce public liability exposure to the sponsoring agency or applicant, as well as to the Village of Westmont. An invoice will be sent to the sponsoring organization after the event has concluded indicating these costs. Failure to pay the invoice within 30 days shall result in a \$50 late fee. A pre-event meeting is required for any event that includes road closures or Village traffic control. At a minimum, the permit applicant's point of contact must be present. This meeting shall occur at least two weeks prior to the event.

Have you secured an appropriate insurance policy?

☒ Yes ☐ No

Note: A Certificate of Insurance showing evidence of a commercial liability policy and additional insured endorsement naming the Village of Westmont, its officials, employees, agents, and volunteers as an additional insured, with limits of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate, covering any such claims for bodily injury and property damage is required for special events. Coverage to the additional insured shall be provided on a primary and non-contributory basis. In addition, the special event that is covered by the insurance must be named on the certificate. Upon approval of your special event, an original copy of the Certificate of Insurance, and additional insured endorsement is due at least 30 days prior to the event. The Village of Westmont reserves the right to request additional insurance for the event if deemed necessary by the Village staff or the Village Board.

Are you requesting closure of a public right-of-way such as a street or parking lot? ☒ Yes ☐ No

☒ Street ☒ Parking Lot (check all that apply)

If Yes, this requires board action and proof of insurance.

If Yes, list parking lot/street locations and times of closure.

Plaze Drive and the 2 parking Lots of Ty Warner adj of Plaza and Blackhawk

Describe your proposed traffic plan, including all streets and intersections to be closed before, during and after the event. Additionally describe your proposed parking plan including areas designated for public parking, handicap parking, and how this plan will be promoted to the public.

Parking is supported by the middle school and the FMC NAT.

Will your event require a water hook-up?

☒ Yes ☐ No

If Yes, list where and when you would like the water hook-up?

3 water hookups, Blackhawk Ty Enterance, Plaze Ty Enterance, and the 3rd hookup at 134 E. Quincy Park Dist Storage Yard

Will food trucks be present?

☐ Yes ☒ No

If Yes, please fill out food truck application

Are there any items that require Board approval?

☒ Yes ☐ No

If Yes, list all items requiring board action (such as but not limited to sound amplification, use of public right-of-way, new event, etc.)

See attached, Temp Banner, Community Permit, Live Sound Amplifying, Liquor, Live Entertainment

Will you be selling raffle tickets as part of your event?

☐ Yes ☒ No

If Yes, a Village raffle license is required.

Will a Public Address (PA) system or amplified sound be used?

☒ Yes ☐ No

If Yes, a Village Live Amplified Sound Permit is required.

If this is a carnival or circus have you applied and obtained an Amusement License?

☒ Yes ☐ No

If No, The Amusement License will need to be obtained prior to the Special Event Permit being approved.

Village of Westmont

Community Event Permit Application

Continued

Applicant Statement of Agreement

Everything that I have stated on this application is correct to the best of my knowledge. I have read, understand, and agree to abide by the rules and regulations included in this application. I have the authority from my organization to sign and submit this application on their behalf.

Signature of Applicant

Westmont Lions Foundation

Organization

1/1/2025

Date

Indemnification and Hold Harmless Agreement

IN CONSIDERATION OF THE UNDERSIGNED ('APPLICANT') REQUESTING TO HOLD THE FOLLOWING SPECIAL EVENT IN THE VILLAGE OF WESTMONT, Daniel Buczkowski Westmont Lions Foundation THE UNDERSIGNED HEREBY RECOGNIZES, ACKNOWLEDGES, AND ASSUMES ANY AND ALL RISK PERTAINING TO SAID SPECIAL EVENT. TO THE FULLEST EXTENT PERMITTED BY LAW, THE UNDERSIGNED HEREBY AGREES TO DEFEND, INDEMNIFY, AND HOLD HARMLESS THE VILLAGE OF WESTMONT, ILLINOIS, ITS OFFICIALS, AGENTS, EMPLOYEES, AND VOLUNTEERS AGAINST ALL INJURIES, DEATHS, LOSS, DAMAGES, CLAIMS, SUITS, LIABILITIES, JUDGMENTS, COSTS AND EXPENSES (INCLUDING ATTORNEY'S FEES), WHICH MAY IN ANY MANNER ACCRUE AGAINST THE VILLAGE OF WESTMONT, ITS OFFICIALS, AGENTS, EMPLOYEES, AND VOLUNTEERS ARISING IN WHOLE OR IN PART OR IN CONSEQUENCE OF SAID SPECIAL EVENT BY THE UNDERSIGNED ORGANIZATION, ITS EMPLOYEES, AGENTS, VOLUNTEERS, GUESTS OR VENDORS, OR WHICH MAY IN ANY MANNER RESULT FROM SAID SPECIAL EVENT, DIRECTLY OR INDIRECTLY, EXCEPT THAT ARISING OUT OF THE SOLE LEGAL CAUSE OF THE VILLAGE OF WESTMONT, ITS AGENTS OR EMPLOYEES.

Agreed this 1 day of January 2025

Daniel Buczkowski

Name of Applicant

Westmont Lions Foundation

Organization

Signature of Applicant

****FOR OFFICE USE ONLY****

Application Received On: By:

Fees Paid: ☐ Yes ☐ No

Waiver of Fees: ☐ Yes ☐ No

Board Approval Required: ☐ Yes ☐ No

Items Requiring Board Approval:

Board Approval Date:



FINANCE

31 West Quincy Street, Westmont, Illinois 60559

Tel: 630-981-6230 Fax: 630-829-4440
westmont.il.gov | finance@westmont.il.gov

HOTEL/MOTEL GRANT REQUEST

- Grant requests may be considered by the Village Board at the 2nd Board meeting of each month.
- Before submission for consideration by the Village Board, grant requests must be approved by the Admin-Finance Committee, which meets on the 1st Village Board meeting of each month.
- Submissions for the Finance Committee must be presented to Finance Staff at least 10 calendar days prior to the Finance Committee Meeting.

Requesting Entity (to whom check should be payable) Westmont Lions Foundation

Address to which check should be mailed: 55 E Richmond Street, Westmont, IL 60559

C/O Westmont Lions Foundation

Event Name 2025 Westmont Lions Foundation Spring Fling Festival

Brief Description of Event Ty Warner Park Memorial Day Weekend 3 Day Festival
craft fair, carnival, live entertainment, food, beer and fireworks show.

Requested Amount (max is \$2,500) @2500

Percent of Total Event Cost (cannot exceed 50%) 5%

Impact on Encouraging Tourism or Overnight Visitors Event brings 20-35K people from
all over Chicagoland to Westmont for carnival, fireworks, music, food
fun, crafters to partake in Memorial Day Weekend events.

Other Benefits to the Village Community event for Westmont, serves as a door to provide.
projects and services for people of need in the community in various Westmont

Lions Club and Foundation programs we offer

Plan for Publicity of Event (including note that event was funded by hotel/motel tax)

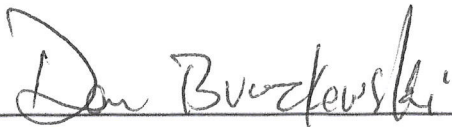
Website → www.westmontlionsfoundation.org/festival

5 Local Banners throughout Westmont community

Facebook video and post ads

Budget, Including Sponsors:

Please Attach Entity's Financial Statements for Past 2 Year



Signature

Daniel Buczkowski

Printed Name

Westmont Lions Foundation Treasurer

Title

Additional Information

Payment of Grant

- The Village will reimburse the grantee up to 50% of documented expenditures.
- Reimbursement may be in a single installment after the event and the expenses have totaled twice the grant amount, or an initial reimbursement may be made of ½ the grant amount.
- For example, with a \$2,000 grant, once the grantee has spent \$2,000, they can submit for reimbursement of the first \$1,000. After the event has been held, and they have spent the remaining \$2,000 (for a total of \$4,000 spent), they can submit for reimbursement of the final \$1,000 (for a total of \$2,000) grant.

After the Event

- Within 45 days of the event, the entity will submit to Finance receipts documenting that they spent at least twice the amount of the grant.
- Until the entity has appeared before the Finance Committee or Village Board to present a final report of the event, that entity will not be eligible to receive any further grant funding.

Potentially Acceptable and Unacceptable Uses of Hotel/Motel Money

Potentially Acceptable

- Advertising/promoting/sponsoring of the Village.
- Advertising/promoting/sponsoring of Village events.
- Advertising/promoting/sponsoring community events not run by the Village that are expected to draw tourists or overnight visitors such as July 4th, fireworks, Taste of Westmont, Red White and BBQ.
- Promoting/supporting Chamber events or events of other organizations that are expected to draw tourists or overnight visitors.
- Public improvements or decorations to identified property or facilities that draw tourists or are used by overnight visitors.
- Village beautification projects such as flower baskets in CBD, holiday lights, or seasonal banners.

Likely Unacceptable

- Promoting or sponsoring a local sports team.
- Public improvements with no clear link to tourism.
- Supporting or promoting local organizations or businesses where such businesses are not expected to draw tourists or overnight visitors.

Village of Westmont

Monthly Treasurer's Report

For the Eight Month Period Ending December 31, 2024

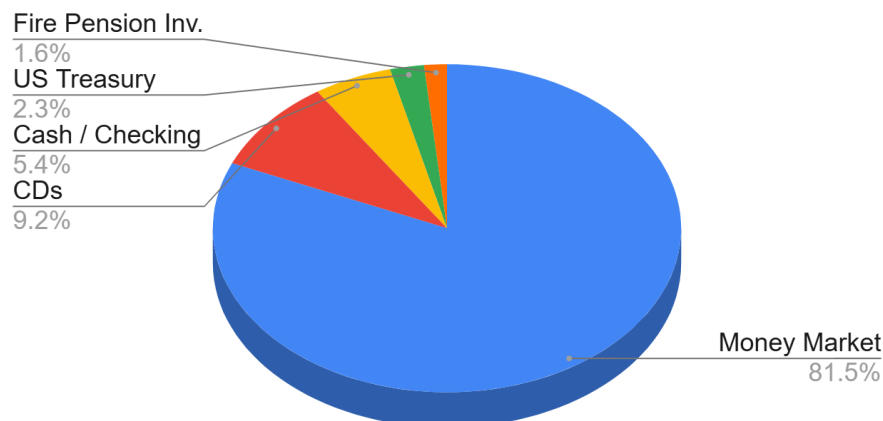
Introduction

The following analysis represents the Village's Treasurer's Report for the eight (8) month period ending December 2024. Comparative data for the eight (8) month period ending December 31, 2023 has been Included on certain data tables. The Village's overall financial position is very strong as of December 31, 2024 and lays a great foundation for the new fiscal year starting January 1, 2025.

Cash & Investment Balances

Fund	Fund Name	Cash and Investments 12/31/2024	Fund	Fund Name	Cash and Investments 12/31/2024
01	General Fund	\$22,176,762	62	IMRF / Social Security Fund	\$1,374,573
05	Convention & Tourism Fund	\$2,760,297	63	MFT Rebuild Fund	\$0
17	Employee Benefits Fund	\$0	64	Performance Bond Fund	\$549,264
25	Vehicle Replacement Fund	\$4,132,973	66	DEA Fund	\$976,679
30	Capital Projects Fund	\$2,945,726	68	Long Range Planning Fund	\$11,078,718
33	Stormwater Fund	\$7,681,476	82	TIF SWBD Fund	\$313,885
41	Water Fund	\$7,265,447	83	TIF CBD Fund	\$0
50	Debt Fund	\$2,665,669	91	Fire Pension Fund	\$1,057,644
61	Motor Fuel Tax (MFT) Fund	\$2,093,482	-	Grand Total	\$67,072,594

Cash and Investment Allocation By Type



Revenues

Major Revenue Item	FY2025A	FY2024	% Change
Property Taxes	\$9,901,405	\$9,079,541	9.05%
Sales Tax	\$5,738,641	\$6,100,715	-5.93%
Water Revenue	\$5,253,387	\$5,239,216	0.27%
Income Tax	\$2,772,289	\$2,623,130	5.69%
Places for Eating Tax	\$1,380,560	\$1,222,173	12.96%
Non Home Rule Sales Tax	\$1,139,001	\$1,143,632	-0.40%
State MFT	\$749,870	\$736,915	1.76%
Hotel / Motel Tax	\$674,945	\$631,548	6.87%

Analysis:

In Fiscal Year 2025A, sales tax receipts decreased \$362,074 or nearly 6%. The primary reason for the decrease is sluggish tax revenue from car dealerships. Sales tax revenue from grocery was up slightly in FY2025A. Places for eating tax revenue continue to come in very strong. FY 2025A saw fast casual restaurants like Wing Stop, Chipotle, & Raising Cane's perform well, coupled with improved food sales at Hilton.

Expenses

Department-General Fund	FY2025A	FY2024	% Change
Police	\$7,715,378	\$7,796,834	-1.04%
Fire & Ambulance	\$5,298,643	\$4,676,665	13.30%
Public Works	\$4,592,866	\$3,436,819	33.64%
Transfers	\$1,497,219	\$242,983	516.18%
Community Development	\$957,056	\$847,252	12.96%
Administration & Legislation	\$904,308	\$728,006	24.22%
Information Technology	\$786,088	\$806,649	-2.55%
Finance	\$585,994	\$535,368	9.46%
Human Resources	\$365,385	\$227,879	60.34%
Communication	\$90,639	\$90,690	-0.06%

Analysis:

Increase in Human Resources and Administration & Legislation expenses primarily related to increased legal fees in FY2025A. Increase in Transfers in FY2025A is due to the timing of certain fiscal year end annual administrative transfers to the Capital Projects Fund, Vehicle Replacement Fund, or to the Debt Service Fund. Increase in Public Works Department expenses primarily related to increase in overall wages and major equipment purchases during FY2025A. Examples include the purchase of various trench shoring equipment, automotive lifts, & Polaris utility vehicle.

Budget vs Actual by Fund

Fund	Fund Name	Budget Revenues	Actual Revenues	Variance	Budget Expenses	Actual Expenses	Variance
01	General Fund	\$ 26,414,151	\$ 24,587,093	\$ (1,827,058)	\$ 25,772,553	\$ 22,793,576	\$ 2,978,977
05	Convention & Tourism Fund	\$ 640,793	\$ 746,293	\$ 105,500	\$ 993,202	\$ 698,071	\$ 295,132
17	Employee Benefits Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25	Vehicle Replacement Fund	\$ 1,058,548	\$ 988,561	\$ (69,988)	\$ 433,600	\$ 935,264	\$ (501,664)
30	Capital Projects Fund	\$ 8,583,297	\$ 887,529	\$ (7,695,768)	\$ 5,351,887	\$ 2,244,256	\$ 3,107,631
33	Stormwater Fund	\$ 1,860,752	\$ 1,294,418	\$ (566,334)	\$ 1,204,350	\$ 1,214,433	\$ (10,083)
41	Water Fund	\$ 15,520,536	\$ 5,972,200	\$ (9,548,336)	\$ 9,235,573	\$ 5,588,404	\$ 3,647,169
50	Debt Fund	\$ 651,277	\$ 610,163	\$ (41,114)	\$ 574,937	\$ 580,185	\$ (5,248)
61	MFT Fund	\$ 465,902	\$ 788,435	\$ 322,534	\$ 1,175,889	\$ 854,614	\$ 321,275
62	IMRF / Social Security Fund	\$ 1,914,261	\$ 1,773,177	\$ (141,085)	\$ 1,486,524	\$ 1,287,821	\$ 198,704
63	MFT Rebuild Fund	\$ -	\$ 2,910	\$ 2,910	\$ 280,151	\$ 280,965	\$ (814)
64	Performance Bond Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
66	DEA Fund	\$ 122,303	\$ 281,889	\$ 159,587	\$ 68,040	\$ 61,267	\$ 6,773
68	Long Range Planning Fund	\$ 359,760	\$ 268,192	\$ (91,568)	\$ 8,744,392	\$ 1,257,400	\$ 7,486,992
82	TIF SWBD Fund	\$ 666,935	\$ 785,761	\$ 118,826	\$ 271,640	\$ 266,192	\$ 5,448
83	TIF CBD Fund	\$ 2,013,000	\$ 2,328,963	\$ 315,963	\$ 2,013,000	\$ 489,734	\$ 1,523,266
91	Fire Pension Fund	\$ 41,933	\$ 119,421	\$ 77,488	\$ 3,567	\$ 6,586	\$ (3,019)
-	Grand Total	\$ 60,313,449	\$ 41,435,006	\$ (18,878,443)	\$ 57,609,305	\$ 38,558,767	\$ 19,050,538



January 22, 2025

Village of Westmont
31 Quincy Street
Westmont, IL 60559

Attention: Amy Ries, P.E.
Director of Public Works

Subject: **Village of Westmont – 2025 MFT Resurfacing Project
Proposal for Professional Civil Engineering Services – Phase II**

Dear Ms. Ries:

We are pleased to submit our proposal for professional design engineering services to the Village of Westmont for the 2025 MFT Resurfacing Project. This proposal outlines our Project Understanding, Scope of Services, Project Schedule and Compensation Fee.

Project Understanding

Primera understands the Village of Westmont's (Village) 2025 MFT Resurfacing Project will encompass approximately 37,000 square yards of roadway resurfacing with associated improvements and approximately 2,400 square yards of partial reconstruction on Hiddenvue Dr, from 56th Pl to S Wilmette Ave. The Village has provided the following streets to be included as part of this project and will be finalized during Phase II design:

Street Name:	From:	To:
Timber Ridge Court	59 th Street	End
Shannon Lake Court	59 th Street	End
Megan Court	59 th Street	End
Ryan Court	56 th Street	End
Wexford Drive	Ashford Lane	Jameson Way
Ainslie Drive	Ashford Lane	Wexford Drive
Ainslie Court	Ainslie Drive	End
Rumsey Place	Ashford Lane	Wexford Drive
60 th Street	Cass Avenue	Deming Place
Hiddenvue Drive	56 th Place	Wilmette Avenue
56 th Place	Cass Avenue	Hiddenvue Drive
60 th Street	Williams Street	Cass Avenue
James Drive	Adams Street	Cass Avenue
56 th Street	Oak Avenue	Clarendon Hills Boundary

The project spans approximately 2.76 miles. Geotechnical information provided by the Village will be evaluated by Primera to confirm the recommended rehabilitation method for each street. Plans will be developed based on aerial imagery and a field walk, as the streets will not be surveyed.

650 Warrenville Road
Lisle, Illinois 60532
P 630/324.5100 | C 773/559.4535

This proposal is based on the Scope of Services discussed with Village personnel. Preparing Construction Plans is not included; however, specifications, typical sections, location maps, bid proposal documents, construction notes, and estimates for the construction phase are included in Phase II. Once approved by IDOT, Primera will perform Phase III Construction Observation under a separate contract.

Scope of Services - Phase II Design Services

During this project Primera will coordinate with IDOT and the Village of Westmont to complete Phase II documents. The specific tasks to be completed include:

Task 1 - Meetings & Coordination

Attend up to two virtual or in-person meetings (maximum 2 hours each) to review the project scope and progress with the Village and/or IDOT. These meetings will establish communication lines, discuss IDOT submittal requirements, project schedule, and address any comments from the Village or IDOT.

Task 2 - Site Visit & Data Gathering

Primera staff will visit the specified locations to assess the condition of the pavement, curb & gutter, and sidewalk. Recommendations for patching and removal/replacement of poor-condition areas will be made. Information on areas of concern will be requested from the Village and assessed.

Task 3 - Exhibits and Quantities

Based on our site visit the following items will be quantified for potential improvement:

- Resurfacing
- Partial Reconstruction
- Pavement Patching
- Curb & Gutter Removal and Replacement
- Sidewalk Removal and Replacement
- ADA Curb Ramps
- Driveway Aprons

ADA ramp design beyond typical standard details is not included in the scope of this project. Aerial exhibits may be created to clarify improvement locations if necessary.

Task 4 – Development of Plans, Specifications, & Estimates

Prepare Pre-Final (95%) Bid Documents, Technical Specifications, and Cost Estimate in Village/IDOT approved format. One round of comments from the Village will be incorporated into the final bid documents. The final bid documents will include:

- Local Public Agency Formal Contract Proposal
- IDOT Bid Documents, including specifications and cost estimates
- Exhibits and detailed design as necessary

An electronic copy of the submittal will be provided to the Village.

Task 5 - Bidding Assistance

Manage the letting and bidding process, including:

- Submitting the Advertisement to Bid to the IDOT Contractors bulletin
- Answering bidders' questions and preparing addenda as required
- Attending pre-bid meetings and bid openings if requested by the Village
- Compiling the bid tabulations and providing a written recommendation for bid award
- Reviewing and commenting on Contractor's bids and making a final award recommendation

Phase II Assumptions

- Construction Plan Preparation is not required as part of this project
- Geotechnical information is not required
- Topographic Survey is not required

Additional Services (Not Included in Current Proposal)

The following services are not included in the current scope or compensation, but can be provided as additional services under separate agreement if desired:

- Any work or service not specifically listed in Scope of Work or Scope of Services above.
- Legal Surveys, or construction layout survey services.
- Geotechnical Investigation or Report.
- Environmental surveys, remediation plans, or abatement work.
- Utility location or Subsurface Utility Engineering (S.U.E.)
- Payment of filing, permit, or inspection fees for any Authority Having Jurisdiction (AHJ).
- Full Design Construction Plans

Project Schedule

We understand that time is of the essence for this project. Primera is available to begin work immediately upon receipt of written Notice to Proceed. Primera anticipates the following project schedule:

- | | |
|---------------------------------------|------------|
| 1. Notice to Proceed: | 02/07/2025 |
| 2. Meeting with Village Stakeholders: | 02/07/2025 |
| 3. Task 1 Pre-Final (95%) Submittal: | 03/21/2025 |
| 4. Task 1 Final (100%) Submittal: | 03/28/2025 |
| 5. Bid Opening: | 04/25/2025 |

Target substantial completion date for construction by August 29, 2024.

Compensation

Primera will be compensated on a lump sum basis and will provide the described scope of work and services for a fee of **\$27,220.00**.

Primera Engineers will bill the Client monthly based on a percent complete basis for the following Task/Fee breakdown:

Task 1 – Meetings & Coordination	\$1,180.00
Task 2 – Site Visit & Data Gathering	\$3,240.00
Task 3 – Exhibits & Quantities	\$10,720.00
Task 4 – Development of Plans, Specifications, & Estimates	\$9,120.00
Task 5 – Bidding Assistance	\$2,960.00

Total Professional Fees (including expenses) \$27,220.00

We appreciate the opportunity to be of service to you on this project. We will honor the terms outlined in this proposal for a period of 30 days; after this time, we reserve the right to revisit terms herein. Should this proposal be accepted by the Village of Westmont, the Terms & Conditions of the June 29, 2020 Professional Engineering Services agreement between Primera and the Village will govern. Should you have any questions or comments on this proposal, please do not hesitate to contact Kyle Howeler at 630-324-5140 or myself at 217-778-6421.

Sincerely,

PRIMERA ENGINEERS, Ltd.



Digitally signed by Stacie Dovalovsky
DN: cn=Stacie Dovalovsky, o=US,
o=Primera Engineers, ou=Transportation
Division - Executive,
email=sdovalovsky@primeraeng.com
Date: 2025.01.21 16:28:10 -06'00'

Stacie L Dovalovsky, PE
Senior Vice President & Transportation Division Manager



Is this project a bondable capital improvement?

☒ Yes ☐ No

Resolution Type

Original

Resolution Number

Section Number

25-00115-00-RS

BE IT RESOLVED, by the Board of the Village

Governing Body Type

Local Public Agency Type

of Westmont

Illinois that the following described street(s)/road(s)/structure be improved under

Name of Local Public Agency

the Illinois Highway Code. Work shall be done by Contract

Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
Timber Ridge Court	0.09		59th Street	End
Shannon Lake Court	0.09		59th Street	End
Megan Court	0.11		59th Street	End
Ryan Court	0.07		56th Street	End
Wexford Drive	0.19		Ashford Lane	Jameson Way
Ainslie Drive	0.16		Ashford Lane	Wexford Drive
Ainslie Court	0.05		Ainslie Drive	End
Rumsey Place	0.17		Ashford Lane	Wexford Drive
60th Street	0.24		Cass Avenue	Deming Place
Hiddenvue Drive	0.11		56th Place	Wilmette Avenue
56th Place	0.13		Cass Avenue	Hiddenvue Drive
60th Street	0.49		Williams Street	Cass Avenue
James Drive	0.23		Adams Street	Cass Avenue
56th Street	0.12		Oak Avenue	Clarendon Hills Boundary

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

This work includes asphalt milling and resurfacing at various locations in the Village of Westmont, including ancillary patching, sidewalk, curb and gutter, driveway apron, ADA curb ramps and associated landscape restoration.



**Resolution for Improvement
Under the Illinois Highway Code**

2. That there is hereby appropriated the sum of One million eight hundred sixty thousand
Dollars (\$1,860,000.00) for the improvement of

said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Amanda Szynski Village Clerk in and for said Village
Name of Clerk Local Public Agency Type Local Public Agency Type

of Westmont in the State aforesaid, and keeper of the records and files thereof, as provided by
Name of Local Public Agency

statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Board of Westmont at a meeting held on February 6, 2025
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 6 day of February, 2025
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

Approved

Regional Engineer Signature & Date
Department of Transportation



Village of Westmont PUBLIC WORKS

31 West Quincy Street, Westmont, Illinois 60559

publicworks@westmont.il.gov | 630-981-6270
westmont.illinois.gov | 630-981-6200

The Westmont Public Works Department requests that the following unused and/or non functioning items be declared as surplus. Surplus items are to be removed from Village inventory and disposed of with the Board of Trustee's authority by the Village Manager in the manner determined to be the most appropriate.

- Staff Chairs - 11
- Conference Room Chairs - 29
- Filing Cabinets - standard files - 10
- Wooden Desks - 2
- Metal Desks/Cabinets - 4
- Small Metal Cart - 1



Village of Westmont ADMINISTRATION

31 West Quincy Street, Westmont, Illinois 60559

administration@westmont.il.gov | 630-981-6210

westmont.illinois.gov | 630-981-6200

The Westmont Administration Department requests that the following unused and/or non functioning items be declared as surplus. Surplus items are to be removed from Village inventory and disposed of with the Board of Trustee's authority by the Village Manager in the manner determined to be the most appropriate.

- Filing Cabinets - standard files - 4
- Additional Cubicle parts in storage
- Broken office equipment & chairs