



Village Board Meeting January 21, 2016 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*

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Type

Discussion Only

6. Items To Be Removed From Consent Agenda

7. 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 7, 2016.

*Background Of
Subject Matter*

Required parliamentary procedure.

Type

Motion

b. **Finance Ordinance**

i. **Finance Ordinance # 17**

Total to be announced at the meeting.

Background Of Subject Matter *

Type Motion

c. **December Financial Report**

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

Background Of Subject Matter *

Type Motion

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

d. **Purchase Orders**

i. **PO 11038039**

ACS Firehouse Solutions Inc \$7,740.00

Background Of Subject Matter Annual Software Renewal

Type Purchase Order

Budgeted Yes

Documents: [PO 11038039.PDF](#)

ii. **PO 11038011**

Global Emergency Products \$14,099.28

Background Of Subject Matter Fire Pumper Repair

Type Purchase Order

Budgeted Other

Budgeted Explanation While there is a budget for repair, this large of a repair was not expected, and will push the actual amount slightly over the budget

Documents: [PO 11038011.PDF](#)

iii. **PO 11038010**

MABAS Division \$6,250.00

Background Of Subject Matter Division Dues

Type Purchase Order

Budgeted Yes

Documents: [PO 11038010.PDF](#)

iv. **PO 11038083**

Ray O'Herron \$11,357.00

Background Of Subject Matter Ammunition
Type Purchase Order

Documents: [PO 11038083.PDF](#)

v. **PO 11038043**

West Town Refrigeration \$11,000.00

Background Of Subject Matter HVAC Repair Depot
Type Purchase Order
Budgeted Yes

Documents: [PO 11038043.PDF](#)

vi. **PO 11038072**

Copenhaver Construction \$17,173.00

Background Of Subject Matter Change Order for 35 St/Oakwood Drainline Project
Type Purchase Order
Budgeted Yes

Documents: [PO 11038072.PDF](#)

vii. **PO 11038064**

IRMA \$447,793.34

Background Of Subject Matter Annual Insurance Contribution
Type Purchase Order
Budgeted Yes

Documents: [PO 11038064.PDF](#)

viii. **Total Of Purchase Orders**

\$ 515,412.62

Background Of Subject Matter *
Type Purchase Order

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

Total to be announced at the meeting.

Background Of Subject Matter *
Type Motion

8. Unfinished Business

a. **Tent Text Amendment**

Board to consider an ordinance approving a text amendment to the zoning code to address minimum standards for tent permits.

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| <i>Background Of Subject Matter</i> | The text amendment was prompted by staff discussion and concerns regarding lack of minimum standards for tents. Community Development Committee made a positive recommendation to create a text amendment. |
| <i>Recommendation</i> | Planning and Zoning Commission made a positive recommendation following discussion, including revisions to allow private tents for up to 3 days rather than 2, and to remove a high level of liability insurance for private tents. |
| <i>Type</i> | Ordinance |

Documents: [PZ 2015-026 TENT TEXT AMENDMENT.PDF](#)

9. **New Business**

a. **Westmont Chamber Of Commerce & Tourism Bureau Open House**

Board to consider an ordinance approving the following requests for the 2016 semi-annual Westmont Chamber of Commerce Open Houses scheduled for February 17th and September 21st:

1. Waive the special event liquor license fee.
2. Grant a request to serve alcohol on Village property, Westmont Centre.

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| <i>Background Of Subject Matter</i> | The Westmont Chamber of Commerce & Tourism Bureau will be hosting 2 open house events this year: Wednesday, February 17th & Wednesday, September 21st. The events will be held from 5:00pm until 7:00pm at Westmont Centre, 1 South Cass Avenue. |
| <i>Additional Background</i> | Beer and wine will be served to guests. |
| <i>Recommendation</i> | Staff recommends approval of this request. |
| <i>Type</i> | Ordinance |

b. **Extended Occupancy Agreement For 416 Warwick**

Board to consider an ordinance approving an Extended Use and Occupancy Agreement for 416 Warwick, Westmont.

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| <i>Background Of Subject Matter</i> | The Village purchased 416 Warwick on Aug 28, 2015 & the contract allowed the sellers, Kenneth & Marie Fukar, to remain in possession through Feb 24, 2016. Sellers are trying to buy a new home in Westmont & request to extend occupancy until June 30, 2016. |
| <i>Additional Background</i> | If approved, this extended occupancy will not hinder the Village's long-term plans for utilizing the property for stormwater management. The Village Attorney has prepared an extension agreement for the Board's review. |
| <i>Recommendation</i> | Approve. |
| <i>Type</i> | Ordinance |

Documents: [FUKAR.OCCUPANCYEXTENSIONAGREEMENT. 1.21.16.PDF](#)

c. **200 E Ogden Ave - Plat Of Vacation And Easement**

Board to consider an ordinance approving the following requests from AutoNation at 200 East Ogden Avenue in the B-2 General Business District:

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

Background Of Subject Matter Previously the parking lot was designed to hold stormwater, and now stormwater will be managed within a stormtrap. The previous parking lot stormwater easement is being vacated, and the area above the new stormtrap will be placed in a new easement.

Recommendation Site plan approval has previously been granted by the Village Board. Staff recommends approval.

Type Ordinance

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

d. **Class 8 Liquor License - Anna's Place**

Board to consider an ordinance increasing the number of available Class 8 liquor licenses by one to accommodate a request from Anna's Place, located at 15 West Ogden Avenue, Westmont.

Background Of Subject Matter Anna's Place has applied for a Class 3 liquor license as a new business. A Class 8 liquor license allows for the retail sale of all liquor for on-premise consumption with an occupancy load of less than 100.

Recommendation Staff recommends approving the request.

Type Ordinance

Budgeted N/A

e. **Award Of Bid Proposal - Residential Demolition Projects**

Board to consider an ordinance accepting the bid proposal from KLF Enterprises for the demolition and restoration of two single family residential properties, and authorizing a construction contract consistent with the bid documents.

Background Of Subject Matter 505 N Grant is Village-owned & is intended to be used for stormwater. The house will be demolished & the site restored. The unfinished house at 224 Willard will be treated similarly, which has been a code enforcement issue for several years.

Additional Background Village opened bid proposals from 2 contractors. Low bidder was KLF Enterprises with a low bid of \$27,025. RFP submitted by KLF Enterprises includes all required items listed on the RFP Requirement Checklist.

Recommendation KLF Enterprises has worked directly for the Village of Westmont (demolition of 415 & 417 N. Warwick in Feb 2015) without any issues. Staff recommends approving the bid of \$27,025.

Type Ordinance

Budgeted Yes

Budgeted Explanation Not specifically itemized, but budget includes funds for property acquisition.

Documents: [RFP RECOMMENDATION MEMO.PDF](#)

f. **Sycamore Run Special Service Area**

Board to consider an ordinance proposing the establishment of a special service area for a portion of Sycamore Run Subdivision and Authorizing a Public Hearing.

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| Background Of Subject Matter | The Village conveyed portions of Lot 117 to the 9 owners within Sycamore Run Subdivision, whose properties lie adjacent to St. Joseph's Creek. The Village agreed to establish an SSA to help pay for the St. Joseph's Creek bank stabilization project. |
| Additional Background | The ordinance proposes the establishment of this SSA and sets a public hearing on the issue of creating this SSA for March 31, 2016. |
| Recommendation | Approve. The purchase is for a proper public purpose. |
| Type | Ordinance |

Documents: [ORDINANCE - SYCAMORE RUN SUBDIVISION.PDF](#)

g. **Jamestown Detention Pond Modification Project - Change Order Request #2**

Board to consider an ordinance to approve Change Order #2 for the Jamestown Detention Pond Modification Project.

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| Background Of Subject Matter | Change Order #2 (and Final) is the balancing change order for the contract that brings the total contract amount to \$163,709.00. This contract total includes the 3 proposals from Copenhagen Construction totaling \$36,500.00 for the work at: |
| Additional Background | a) Richmond-Lincoln Intersection:Backflow Preventer installation b) Blackhawk Park Detention Facility:Stormwater Orifice Inspection Manhole c) FDHQ Detention Facility:Stormwater Orifice Inspection Manhole and pipe replacement |
| Recommendation | Approval of Change Order #2 (Final) in the amount of \$17,173.00 for the balance on the contract. |
| Type | Ordinance |
| Budgeted | Yes |

Documents: [STRAND CO CHANGE ORDER 2.PDF](#)

h. **Investment Policy Amendment**

Board to consider an ordinance amending the investment policy to permit the use of collateral allowed by the Public Funds Investment Act.

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| Background Of Subject Matter | Per our investment policy, bank deposits are to be secured by approved collateral. Our policy will be amended to add "A class of security permitted by Public Funds Investment Act (30 ILCS 235/6 (d))" as an acceptable method of collateralization (page 5). |
| Additional Background | As discussed at the 1/7/16 Finance committee meeting, this will allow us to utilize Public Unit Deposit Letters of Credit from the Federal Home Loan Bank, which will provide more protection to our funds if we need to increase balances on short notice. |
| Type | Ordinance |
| Budgeted | Other |

i. **Amendment To Water Conservation Ordinance**

Board to consider an ordinance amending Chapter 82, Section 82-267 pertaining to water conservation requirements.

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| Background Of Subject Matter | Section 82-267 of the Code of Ordinances pertains to water conservation practices. The proposed amendment to this Section eliminates watering by "soil soaking" and requires a permit for the watering of new lawns. |
| Type | Ordinance |

j. **Video Gaming - Distance Separation Requirement**

Board to discuss the potential repeal of the 500 foot distance separation requirement for video gaming establishments.

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| Background Of Subject Matter | The Village imposed a 500 foot distance separation requirement for video gaming establishments. In light of the new liquor license classification for video gaming cafes, the question is whether the 500 foot requirement is still necessary. |
| Additional Background | The distance separation requirement was made part of the Village's zoning ordinance, licensing ordinance and liquor license ordinance. |
| Type | Discussion Only |

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