



## Village Board Meeting September 15, 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*

\*

*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 on September 1, 2016.

*Background Of  
Subject Matter*

Required Parliamentary Procedure

*Type*

Motion

*Documents:*

b. **Finance Ordinance**

i. **Finance Ordinance # 10**

Total to be announced at the meeting.

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

c. **August Financial Report**

Board to consider a motion to accept the financial report submitted for the month of August 2016.

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

*Documents:*

[AUGUST 2016 FINANCIAL REPORT MEMO.PDF](#)  
[MONTHLY REVENUE AND EXPENSE SUMMARY 2016-08.PDF](#)

d. **Purchase Orders**

i. **PO 11039856**

Western Gradall \$25,000.00

<i>Background Of Subject Matter</i>	Stormwater Ditch Grading
<i>Type</i>	Purchase Order
<i>Budgeted</i>	Yes

*Documents:*

[PO 11039856.PDF](#)

ii. **PO 11039855**

HD Supply Waterworks \$70,100.00

<i>Background Of Subject Matter</i>	Meter Replacement Program
<i>Type</i>	Purchase Order
<i>Budgeted</i>	Yes

*Documents:*

[PO 11039855.PDF](#)

iii. **PO 11039863**

Suburban General Construction \$664,985.20

<i>Background Of</i>	E. Richmond Water Main Construction
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**Subject Matter**

**Type** Purchase Order

**Budgeted** Yes

**Documents:**

[PO 11039863.PDF](#)

iv. **Total Of Purchase Orders**

\$ 760,085.20

**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

f. **Proclamation - Constitution Week 2016**

Board to approve a motion declaring September 17-23, 2016 as Constitution Week in the Village of Westmont.

**Background Of Subject Matter** The local Daughters of the American Revolution annually request this honor to our nation.

**Additional Background** Ms. Martha Miller will be in attendance to accept this proclamation.

**Type** Proclamation

**Documents:**

[CONSTITUTION WEEK PROCLAMATION 2016.PDF](#)

g. **Proclamation - Eddie Clearwater**

Board to approve a proclamation celebrating American Blues Artist Eddie "The Chief" Clearwater.

**Background Of Subject Matter** \*

**Type** Proclamation

**Documents:**

[2016-09-07-PROCLAMATION-EDDYCLEARWATER.PDF](#)

8. **Unfinished Business**

9. **New Business**

a. **501 N Cass Avenue - I-Care**

Board to consider an ordinance to waive the engineering permit fees of \$7,587.48 for the Illinois Chinese American Residence for the Elderly (I-CARE).

**Background Of Subject Matter** Applicant requests the fee waiver for a stormwater improvement project for an existing detention basin. \$2,432 of the waiver request is for 3 consultant reviews, which would be an out-of-pocket cost for the Village.

**Additional Background** Historically, building permit fees have been waived for non-profit entities.

**Type** Ordinance

**Documents:**

[ENGINEERING FEE SHEET - 501 N CASS.PDF](#)

[ICARE MEMO - PERMIT FEE WAIVER.PDF](#)

[ICARE DETENTION PROJECT SCOPE.PDF](#)

b. **10 W Burlington Avenue - Collectibles Business**

Board to consider an ordinance approving a Development Permit request from Michael Caplan to allow for the operation of Mr. Wayne's Pop Culture Collectibles in the B-1 Limited Business District.

**Background Of Subject Matter** The proposed tenant space is less than 1,000 square feet, meets zoning requirements and should create no parking concerns. The business was previously a resale store.

**Type** Ordinance

**Documents:**

[10 W BURLINGTON - COLLECTIBLES - DEVELOPMENT PERMIT REQUEST.PDF](#)

c. **6214 S Cass Avenue - Haunted House Temporary Use**

Board to consider an ordinance approving the following request from Community Commonwealth to temporarily use the existing tenant space for a Haunted House.

**Background Of Subject Matter** Tenant space has been vacant for several years & applicant would like to rent approximately 14,000 square feet temporarily for Haunted House events from 10/14 -11/5. Fire Dept will review the floorplan to determine emergency access to the building.

**Additional Background** Certificate of Liability Insurance names the Village as an additional insured. Floor plan & memo are attached, giving background, explaining hours of operation, parking, & security. The temporary Haunted House request was also approved in 2015.

**Type** Ordinance

**Documents:**

[HAUNTED HOUSE MEMO.PDF](#)

[CERTIFICATE OF INSURANCE.PDF](#)

d. **6635, 6655, And 6675 S Cass Avenue - KASE Ryan Builders**

Board to consider an ordinance approving a request from KASE Ryan Builders to extend the previously granted variance for density for 6635 S. Cass Avenue for an

existing planned unit development multi-family project located at 6635, 6655, and 6675 South Cass Avenue.

**Background Of Subject Matter** Developer seeks to extend the time period by which he must commence construction to not lose a previously-granted density variance. Village Board has granted 3 prior extensions since 2008. This would be the 4th extension & request is for 3 years.

**Type** Ordinance

**Documents:**

[VARIANCE EXTENSION REQUEST - 6635 S CASS.PDF](#)

e. **Increase The Number Of Available Massage Establishment Licenses By One**

Board to consider an ordinance to increase the number of available massage establishment licenses by (1) one and to approve a license for Harmony Massage and Wellness at 21 N. Cass Avenue.

**Background Of Subject Matter** Applicant wished to open a massage establishment for with a market to include special needs clients. The Board is asked to consider increasing the number of available from six (6) to seven (7).

**Additional Background** The applicant has passed the application/background process successfully.

**Type** Ordinance

**Documents:**

[HARMONY MASSAGE AND WELLNESS PLAN 2016.PDF](#)  
[HARMONY WELLNESS SLIDES.PDF](#)

f. **Class 4 Liquor License - Margie's Beef**

Board to consider an ordinance increasing the number of available Class 4 liquor licenses by one to accommodate a request from Margie's Beef, located at 6410 S. Cass Avenue.

**Background Of Subject Matter** Margie's Beef has applied for a Class 4 liquor license as an existing business. A Class 4 license allows for the retail sale of beer and wine only for on or off premise consumption.

**Recommendation** Staff recommends approval.

**Type** Ordinance

g. **Employment Agreement - Police Chief**

Board to consider an ordinance approving an employment agreement for the Police Chief of the Village of Westmont.

**Background Of Subject Matter** \*

**Type** Ordinance

**Budgeted** Other

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.*



**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**

	<b><u>1</u></b>	<b><u>2</u></b>	<b><u>3</u></b>	<b><u>4</u></b>	<b><u>5</u></b>	<b><u>6</u></b>	<b><u>7</u></b>	<b><u>8</u></b>
TRUSTEE ADDINGTON	<u>Y</u>							
TRUSTEE BARKER	<u>Y</u>							
TRUSTEE BARRY	<u>Y</u>							
TRUSTEE GUZZO	<u>Y</u>							
TRUSTEE LIDDLE	<u>Y</u>							
TRUSTEE NERO	<u>Y</u>							
	<b><u>9</u></b>							
TRUSTEE ADDINGTON	<u>Y</u>							
TRUSTEE BARKER	<u>Y</u>							
TRUSTEE BARRY	<u>Y</u>							
TRUSTEE GUZZO	<u>Y</u>							
TRUSTEE LIDDLE	<u>Y</u>							
TRUSTEE NERO	<u>Y</u>							

**REPORTS**

**Mayor Pro Tem Barry**

- The Customer Service Award recipient is Jon Yeater. Mike Ramsey, Director of Public Works, introduced him and asked Jon to mention his recent work. Jon promoted the Richmond Educational Garden and apiary. It is great for environmental education.
- Asked Larry McIntyre to discuss the upcoming presentation regarding the Sister City Program at an upcoming Administration Committee meeting.
- The next 100th Anniversary Committee meeting will be at September 15th at 3:00pm. We will be getting updates on the mural project, the video project, and the 95th Anniversary Reception that is planned on November 10th at Village Hall.
- The EIC is coordinating the Pumpkin Smashing Extravaganza. This event is designed to promote our local pumpkin composting initiative. This year the pumpkin composting will be at The Farm, located on 63rd Street. The date is set to be November 5th from 10am - 2pm.
- The EIC will also have a guest speaker from Argonne at the September 19th meeting. This meeting will be a joint meeting with Westmont First. The presentation will begin at 7:00pm at the Village Hall.

**Clerk Szymski**

- On Labor Day the Village Offices will be closed and there will be no recycling/garbage



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service on Monday. Collection will be one day later from the usual schedule.

- The Library will be doing their own Strategic Plan and the plan survey is still available until Labor day. You can find it online or pick it up at the Library.
- Congratulations to the Fire Department on their great Fire Squad Cruisin' Night. It was held on August 25th and it was a great turn out.
- School has started so watch out for children. Please be sure to follow traffic laws requiring you to stop for school buses with their stop arms out.
- Wished a very Happy Birthday to Deputy Chief Riley.

### Attorney Zemenak

- Nothing to report.

### Village Manager May

- We have scheduled a Special Meeting for September 8th at 6pm. There is a single agenda item that will be discussed and that is the Harp Group Project.

### Trustee Liddle

- The next Administration Committee Meeting will be held on September 29th. It will begin at 4:00pm instead of the usual time due to a lengthy agenda that includes the Sister City Program.
- Recapped the Reclaim 13 5K Run. It was on August 20th and had a great turn out. Over 200 people participated.
- Cruisin' Nights has ended officially.
- Linda Sobotka and Robin Baumgardner are leaving the Westmont Special Events Board. They have done a tremendous job over the years and are retiring. Thank you to Linda and Robin. We have new officers coming on board, Sam Alanzo as President and Bob Reed as Vice President of Administration, Amy Quatrone as Vice President of Communication, Steve Golembiewski as Treasurer, and myself as Secretary. There will be a big swearing in ceremony next week.
- Thanked the Fire Department, Chief Weiss, and Deputy Chief Riley. We had over 28 fire trucks at the event and it was very well attended.

### Trustee Addington

- Economic Development will be meeting on September 7th at 9:00am at the Westmont Village Hall.
- The Strategic Implementation Committee will be meeting on September 13th at 10:00am. We will be reviewing priorities. You can go to the Village of Westmont website and take the Community Branding Survey. The subcommittee that is in charge of the community branding survey will be meeting on Monday, September 26th at 6pm at Village Hall. Everyone is invited to attend.
- Reported on the DuPage Mayors and Managers Meeting. There will be some change coming through.
- The Lions Club Circus Event is on September 23rd at TY Warner Park. You can purchase tickets at the Park District, the Chamber, Village Hall, West Suburban Insurance, and Westmont Yard. There is a discount for purchasing tickets ahead of time.
- Asked Clerk Szymiski if the Lions Club has come in with a request to do Candy Days at the Clerk's Office. The fundraiser is expected to happen in October.

### Trustee Nero

- Announced Police Chief Tom Mulhearn's retirement, and thanked him for his 39 years of Service. It has been such a pleasure working with you and everything that you have done for this community. Chief Mulhearn addressed the Board, and thanked everyone who he has worked with over the many years of service. Special thanks to Maggie Bjur, Deputy Chief Ross Brenza, and Deputy Chief Gunther. Thanked his family, daughter Kelly and wife JoAnne.
- Recapped the Public Safety Committee Meeting.
  - Attended the groundbreaking ceremony for the Addison Dispatch Center. It was a great event.
  - The Fire Department is going to be doing a Duty Chief testing and promotion.
  - Body armor vests will be added to the vehicles
  - 4 more firefighters will be hired
  - The Fire Accreditation is deferred until 2017
  - Discussed Drones
- The September 11th ceremony will be held on September 11th at 1:30pm at 500 North Cass Avenue. This is the 15th anniversary.
- The Senior Car Care Clinic is Saturday, September 17th.
- October 15th is the Fire Department Open House. It will be from 1:00 to 3:00pm at Fire Department Headquarters.
- The Silent Parade is the day before on Friday, October 14th.

### Trustee Guzzo

- The Finance Committee Meeting was canceled for this evening. The next meeting is scheduled for October 13th, 2016 at 4:00pm.
- Cruisin' Nights was a great event. There was a great turn out.
- Thanked Westmont Special Events for all of their hard work and what they have done for our community.

### Trustee Barker

- Westmont First is having a combined meeting on September 19th at 6:00pm at Village Hall instead of the Library location.
- Thanked the community and the businesses who have participated in the Blue Ribbon Project. The turnout was great.
- The Stuff-a-Truck Program is developing a broader appeal for the PRC. There are more details on that later.
- Introduced Fanny Moy. She is the first artist for our historical mural. She will deliver her panel on November 10th. She addressed the Village Board about her project. She will focus on Westmont as it predates 1921.

### ITEMS TO BE REMOVED FROM CONSENT AGENDA:

- Clerk Szynski mentioned that the August 18th minutes are amended to reflect the correct voting record. There was no vote on item #3.

### (1) CONSENT AGENDA [Omnibus Vote]:

**Village Manager May** addressed the Board on this agenda item.

Motion by **Trustee Addington** to approve the consent agenda items A, B, & C.

**(A) VILLAGE BOARD MINUTES:**

Board to consider approving the minutes of the Village Board Meeting held August 18th, 2016 as amended.

**(B) FINANCE ORDINANCE # 09:** Dated **September 1, 2016**, in the amount of  
**\$ 750,181.16**

**(C) PURCHASE ORDERS**

<b>11039727</b>	Illinois EPA	<b>25,984.86</b>
<b>11039732</b>	CDW Government Inc.	<b>24,185.63</b>
<b>116,495.00</b>	Currie Motors	<b>116,495.00</b>
<b>11039768</b>	Standard Equipment Co.	<b>195,962.00</b>
	<b>Total of Purchase Orders</b>	<b>\$ 362,627.49</b>

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

**VOTE ON MOTION #1**

Ayes: Addington, Guzzo, Barker, Barry, Nero, and Liddle.

Nays: None.

Absent: None.

Present: None.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**(2) SEMI-DETACHED SINGLE FAMILY RESIDENCES - 224-226 W BURLINGTON AVE**

**Community Development Director Ziegler** addressed the Board on this item.

Motion by **Trustee Addington** to consider an ordinance approving the following requests from Peak Custom Homes LLC to allow for the construction of two new single-family semi-detached dwellings in the R-5 General Residence District:

1. Zoning Code Variance request for relief from the minimum square feet per building.
2. Zoning Code Variance request for relief from the maximum allowable density.
3. Site and Landscaping Plan approval.

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

**VOTE ON MOTION #2**

Ayes: Addington, Guzzo, Barker, Barry, Nero, and Liddle.

Nays: None.

Absent: None.

Present: None.

**(3) LWV ODESSA PONDS, LLC - CONSOLIDATION OF 3 PARCELS**

**Community Development Director Ziegler** addressed the Board on this item.

Motion by **Trustee Guzzo** to consider an ordinance approving the following requests from the Westmont Village Apartments to consolidate three parcels with 94 separate property index numbers into two lots of record:

1. Preliminary and final Plat of Consolidation
2. Plat of Vacation for Utilities

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

**VOTE ON MOTION #3**

Ayes: Addington, Guzzo, Barker, Barry, Nero, and Liddle.

Nays: None.

Absent: None.

Present: None.

**(4) WESTMONT B IMPORTS - NEW BMW AUTOMOBILE DEALERSHIP**

**Community Development Director Ziegler** addressed the Board on this item.

Public Comment:

- Claire and Ming Woo, from 414 Plaza Drive are business owners in Westmont. They have been here for 30 years and are in the dental industry. Expressed concerns regarding the new dealership and street vacation.
- Jim Long, owns the building that is to the west of the property. Wants the street to remain open, and it's important to him. The Park District Board opposes the closure.
- Joe Sacco, long time resident at 510 N. Park Street. Expressed the need for the street to remain open.

Motion by **Trustee Nero** to consider ordinances approving the following requests from Westmont B Imports, Inc. to build a new automobile dealership in the B-2 General Business District (420 & 430 E Ogden Ave, a portion of Westmont Dr, 645, 650 & 651 Westmont Dr, & 415 Plaza Drive):

1. Special Use Permit request to operate an automotive dealership in the B-2 General Business District.
2. Zoning Code Variance request to allow parking within the front yard setback.



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3. Zoning Code Variance Request to increase the allowed height in the B-2 General Business District for the purpose of constructing a rooftop parking deck for an automobile dealership.

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

### **VOTE ON MOTION #4**

Ayes: Addington, Guzzo, Barker, Barry, Nero, and Liddle.

Nays: None.

Absent: None.

Present: None.

### **(5) WESTMONT B IMPORTS - NEW BMW AUTOMOBILE DEALERSHIP**

**Community Development Director Ziegler** addressed the Board on this item.

Motion by **Trustee Addington** to consider ordinances approving the following requests from Westmont B Imports, Inc. to build a new automobile dealership in the B-2 General Business District (420 & 430 E Ogden Ave, a portion of Westmont Dr, 645, 650 & 651 Westmont Dr, & 415 Plaza Drive):

1. Preliminary Plat of Vacation for Westmont Drive.

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

### **VOTE ON MOTION #5**

Ayes: Addington, Guzzo, Barker, Barry, Nero, and Liddle.

Nays: None.

Absent: None.

Present: None.

### **(6) WESTMONT B IMPORTS - NEW BMW AUTOMOBILE DEALERSHIP**

**Community Development Director Ziegler** addressed the Board on this item.

Motion by **Trustee Addington** to consider ordinances approving the following requests from Westmont B Imports, Inc. to build a new automobile dealership in the B-2 General Business District (420 & 430 E Ogden Ave, a portion of Westmont Dr, 645, 650 & 651 Westmont Dr, & 415 Plaza Drive):

1. Preliminary Plat of Consolidation.

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

### **VOTE ON MOTION #6**

Ayes: Addington, Guzzo, Barker, Barry, Nero, and Liddle.  
Nays: None.  
Absent: None.  
Present: None.

**(7) WESTMONT B IMPORTS - NEW BMW AUTOMOBILE DEALERSHIP**

**Community Development Director Ziegler** addressed the Board on this item.

Motion by **Trustee Liddle** to consider ordinances approving the following requests from Westmont B Imports, Inc. to build a new automobile dealership in the B-2 General Business District (420 & 430 E Ogden Ave, a portion of Westmont Dr, 645, 650 & 651 Westmont Dr, & 415 Plaza Drive):

1. Site and Landscaping Plan approval.

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

**VOTE ON MOTION #7**

Ayes: Addington, Guzzo, Barker, Barry, Nero, and Liddle.  
Nays: None.  
Absent: None.  
Present: None.

**(8) VIDEO GAMING REGULATIONS**

**Attorney Zemenak, Community Development Director Ziegler, and Deputy Chief Gunther** addressed the Board on this item.

Motion by **Trustee Guzzo** to consider an ordinance amending Chapter 10, "Alcoholic Beverages," of the Westmont Code of Ordinances to create a new liquor license classification related to video gaming.

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

**VOTE ON MOTION #8**

Ayes: Addington, Guzzo, Barker, Barry, Nero, and Liddle.  
Nays: None.  
Absent: None.  
Present: None.

**MISCELLANEOUS:**

- Clerk Szymiski - Dupage County Election Commission is seeking Election Judges. If you are interested, please contact them at the County Building
- Mayor Pro Tem Barry - Thank you to everyone and Chief Mulhearn you will be missed.



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**(9) ADJOURNMENT:** Motion by **Trustee Liddle** to adjourn the meeting. Seconded by **Trustee Addington** and the motion passed.

**VOTE ON MOTION #9**

Ayes: Addington, Guzzo, Barker, Barry, Nero, and Liddle.

Nays: None.

Absent: None.

Present: None.

**MEETING ADJOURNED AT 7:43 P.M.**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Virginia Szymski, Village Clerk

\_\_\_\_\_  
Ronald J. Gunter, Mayor

Dated this 15th day of September, 2016.



## FINANCE

31 West Quincy Street, Westmont, Illinois 60559

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

# MEMORANDUM

**DATE:** September 7, 2016  
**TO:** Westmont Village Board  
**FROM:** Spencer Parker, Finance Director  
**SUBJ:** August 2016 Financial Report

Based on our auditor's recommendation, we are including monthly financial reports as part of our consent agenda, so it is formally accepted by the Village Board. I have attached the monthly financial report for the prior month, and wanted to point out a few items of interest as you review the report.

In summary, we are in good financial shape, and are tracking about where we would expect to be at this point in the fiscal year.

At the end of August we are 4 months through the fiscal year, so in our General Fund revenues and expenditures should be tracking about 33% of the budget.

As you can see from the top line, revenues in the general fund are currently at 24% of budget. As we have discussed previously, there are several sources of revenue including Sales and Income Tax which are paid in arrears, and we receive most property tax revenue in June and September. Additionally, some of our revenues are transfers or passthroughs that have not yet been booked. The last line on the report adjusts for all of these factors, and you can see that we are tracking at about 34% of our fiscal year operating budgeted revenues.

Our general fund expenditures total 26% of the budget, which is a little under our expected percentage. You will see that most of the departments are at or under 33%. The Police Department's total is a little overstated due to the police pension pass through; operating expenditures of the Police are about 30% of budget.

Our bond fund is close to 100% expended because of our planned work. Capital and Stormwater funds have only expended a small amount this fiscal year due to timing of projects, and revenues are low because they are funded by transfers which have not been made, or taxes which are received in arrears. IMRF Fund revenue is at about 47% because it is funded by property taxes. Our SWBD and CBD TIF have brought in about \$32,000 and \$57,000 respectively, which is more than initially anticipated.

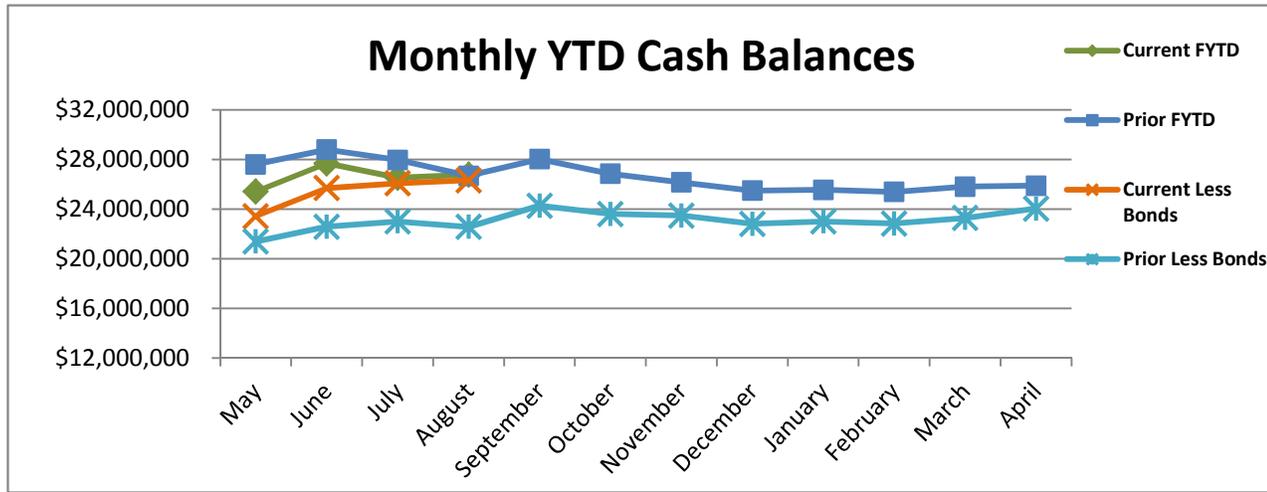
In the Treasurer's report you will notice that we have about \$88,000 more than we had last year at this same time, because we are spending bond funds. As you can see from the chart, excluding the bonds, we are about \$3.7 million over where we were last year. Our general fund has about \$38,000 less than last year, but when this is combined with our Excess General Fund Balance, we are up about \$2.5 million. Our Capital Projects, MFT, and Bond funds are down from last year because of planned purchases, and our IMRF balance is less than last year due to the ERI payment.

**Village of Westmont**  
**Monthly Revenue & Expense Summary**  
**FYTD August 30, 2016**

	REVENUES		EXPENSES		NET	
	YTD	% Bud	YTD	Bud	Budgeted	YTD
<b>01 GENERAL FUND</b>	\$ 6,290,788	24%	\$ 6,774,337	26%	\$ 3,565	\$ (483,549)
<b>General &amp; Administration</b>	\$ 2,623,659	14%	\$ 1,009,756	13%	\$ 10,577,466	\$ 1,613,904
51111 Legislation	\$ 2,214,236	15%	\$ 106,429	13%	\$ 13,984,010	\$ 2,107,807
51116 Information Technology	\$ 75,637	18%	\$ 239,050	19%	\$ (811,272)	\$ (163,413)
51117 Community Development	\$ 292,199	43%	\$ 288,836	23%	\$ (583,749)	\$ 3,362
51210 Administration			\$ 196,408	29%	\$ (680,790)	\$ (196,408)
51127 Voluntary Committees			\$ 92	1%	\$ (6,500)	\$ (92)
51410 Finance	\$ 41,588	26%	\$ 178,940	33%	\$ (373,574)	\$ (137,352)
51213 Transfers	\$ -	0%	\$ -	0%	\$ (950,660)	\$ -
<b>Commissions</b>	\$ -		\$ 7,325	13%	\$ (56,950)	\$ (7,325)
51122 Fire & Police Commission			\$ 889	3%	\$ (34,500)	\$ (889)
51123 Planning/Zoning Commission			\$ 6,437	29%	\$ (22,450)	\$ (6,437)
<b>Police Department</b>	\$ 1,465,794	50%	\$ 3,088,934	35%	\$ (5,814,897)	\$ (1,623,140)
52110 Administration	\$ 10,387	5%	\$ 377,673	29%	\$ (1,102,958)	\$ (367,286)
52121 Patrol	\$ 153,732	28%	\$ 1,317,386	30%	\$ (3,771,942)	\$ (1,163,655)
52130 Investigations	\$ 208,322	195%	\$ 300,521	29%	\$ (939,997)	\$ (92,199)
52190 Police Pension Pass Through	\$ 1,093,354	53%	\$ 1,093,354	53%	\$ -	\$ -
<b>Fire Department</b>	\$ 1,756,721	48%	\$ 1,513,372	30%	\$ (1,469,310)	\$ 243,349
52210 Fire Protection	\$ -	0%	\$ -	0%	\$ -	\$ -
52220 Suppression & Control	\$ 640,504	46%	\$ 669,019	28%	\$ (978,230)	\$ (28,515)
52510 Ambulance & Paramedic	\$ 1,116,217	51%	\$ 843,094	32%	\$ (448,880)	\$ 273,123
52610 EMA			\$ 1,259	7%	\$ (17,200)	\$ (1,259)
52291 Fire Pension			\$ -	0%	\$ (25,000)	\$ -
<b>Public Works</b>	\$ 444,613	32%	\$ 1,154,950	25%	\$ (3,232,744)	\$ (710,337)
54210 Administration	\$ 1,090	91%	\$ 67,956	28%	\$ (244,105)	\$ (66,866)
54211 Facilities Maintenance			\$ 176,960	29%	\$ (607,996)	\$ (176,960)
54230 Street Operations	\$ 94,628	54%	\$ 474,964	22%	\$ (1,967,299)	\$ (380,336)
54240 Fleet Maintenance	\$ 53,193	16%	\$ 138,549	20%	\$ (348,744)	\$ (85,356)
54250 Health & Sanitation	\$ 295,702	34%	\$ 296,522	32%	\$ (64,600)	\$ (819)
<b>05 CONVENTION &amp; TOURISM</b>	\$ 259,712	38%	\$ 127,403	16%	\$ (90,451)	\$ 132,310
51112 Convention & Tourism	247,156	38%	119,410	19%	4,192	127,747
51113 Westmont Centre	12,556	33%	7,993	6%	(94,643)	4,563
<b>17 EMPLOYEE BENEFIT SICK TIME</b>	\$ -		\$ -		\$ -	\$ -
<b>20 DOWNTOWN PARKING FUND</b>	\$ 8	0%	\$ -		\$ 1,930	\$ 8
<b>25 VEHICLE REPLACEMENT FUND</b>	\$ 1,049	0%	\$ -	0%	\$ 301,790	\$ 1,049
<b>30 CAPITAL PROJECTS</b>	\$ 103,776	4%	\$ 64,959	2%	\$ (729,010)	\$ 38,818
<b>31 BOND 2013 A (\$8.5 Million)</b>	\$ 1,801		\$ 2,483,809	100%	\$ (2,493,756)	\$ (2,482,008)
<b>32 BOND 2013 B (\$1.5 Million)</b>	\$ -		\$ -	0%	\$ (36,273)	\$ -
<b>33 STORMWATER INFR. FUND</b>	\$ 135,008	10%	\$ 26,525	2%	\$ (468,037)	\$ 108,483
<b>41 WATER OPERATING FUND</b>	\$ 2,491,282	31%	\$ 1,513,818	18%	\$ (212,659)	\$ 977,464
<b>50 DEBT SERVICE FUND</b>	\$ 63	0%	\$ 177,556	18%	\$ 885	\$ (177,493)
<b>61 MOTOR FUEL TAX FUND</b>	\$ 149,759	19%	\$ 234,678	27%	\$ (87,100)	\$ (84,919)
<b>62 IMRF/SOCIAL SECURITY FUND</b>	\$ 687,704	47%	\$ 527,687	23%	\$ (787,075)	\$ 160,018
<b>68 EXCESS GENERAL FUND BAL</b>	\$ 2,797	1%	\$ -	0%	\$ (1,997,570)	\$ 2,797
<b>82 TIF SWBD (1)</b>	\$ 31,946	380%	\$ -	0%	\$ (1,600)	\$ 31,946
<b>83 TIF CBD (2)</b>	\$ 56,971	271%	\$ -	0%	\$ (14,000)	\$ 56,971
<b>TOTAL</b>	\$ 9,986,868	23%	\$ 9,242,880	19%	\$ (6,609,361)	\$ 743,988
<b>Adjusted General Fund</b>	\$ 7,305,910	34%	\$ 5,680,983	23%	\$ 3,565	\$ 1,624,927

**Village of Westmont  
Treasurer's Report As of August 30, 2016**

Account Name	Current FYTD Balance	Prior FYTD Balance	Increase/ (Decrease)
CASH	\$ 8,506,743	\$ 9,418,849	\$ (912,106)
CDs	\$ 2,926,000	\$ 130,552	\$ 2,795,448
POOLED INVESTMENTS	\$ 8,855,642	\$ 10,197,659	\$ (1,342,017)
MONEY MARKET	\$ 3,500,000	\$ 3,500,000	\$ -
OTHER INVESTMENTS	\$ 2,984,082	\$ 3,436,513	\$ (452,431)
			\$ -
<b>TOTAL</b>	<b>\$ 26,772,467</b>	<b>\$ 26,683,573</b>	<b>\$ 88,894</b>



Fund Name	Current FYTD Balance	Prior FYTD Balance	Increase/ (Decrease)
GENERAL	\$ 8,244,413	\$ 8,282,519	\$ (38,106)
CONVENTION/TOURISM	\$ 1,462,313	\$ 1,153,343	\$ 308,970
EBST	\$ 18,996	\$ (97,327)	\$ 116,324
DOWNTOWN PARKING	\$ 13,708	\$ 11,825	\$ 1,882
VRP	\$ 1,779,444	\$ 1,103,706	\$ 675,738
CAPITAL PROJECTS	\$ 2,995,944	\$ 3,220,745	\$ (224,801)
WATER	\$ 2,304,548	\$ 1,552,265	\$ 752,283
DEBT SERVICE	\$ 564,328	\$ 557,942	\$ 6,387
MFT	\$ 1,490,928	\$ 2,233,157	\$ (742,229)
IMRF	\$ 1,889,212	\$ 2,848,445	\$ (959,233)
PERFORMANCE BOND	\$ 746,826	\$ 711,336	\$ 35,489
EXCESS GENERAL FUND BAL	\$ 3,502,196	\$ 950,321	\$ 2,551,875
BOND 2013A (\$8.5 Million)	\$ 448,506	\$ 3,746,235	\$ (3,297,729)
BOND 2013B (\$1.5 Million)	\$ -	\$ 372,465	\$ (372,465)
STORMWATER	\$ 1,176,313	\$ -	\$ 1,176,313
TIF SWBD (1)	\$ 44,191	\$ 9,136	\$ 35,055
TIF CBD (2)	\$ 90,602	\$ 27,461	\$ 63,141
<b>TOTAL</b>	<b>\$ 26,772,467</b>	<b>\$ 26,683,573</b>	<b>\$ 88,894</b>









**PROCLAMATION NO. P16-\_\_\_\_\_**

**A PROCLAMATION DECLARING SEPTEMBER 17 THROUGH 23, 2016  
AS CONSTITUTION WEEK**

**WHEREAS:** September 17, 2016 marks the two hundred twenty-ninth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

**WHEREAS:** It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebration which will commemorate the occasion; and

**WHEREAS:** Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

**NOW, THEREFORE I, Ronald J. Gunter** by virtue of the authority vested in me as Mayor of the Village of Westmont, along with the Westmont Village Board of Trustees, do hereby proclaim the week of:

**September 17 through 23, 2016**

**As**

**Constitution Week**

**AND** ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the Village to be affixed this 15th day of the ninth month in year of our Lord two thousand and sixteen.

Ayes: \_\_\_\_ Nays: \_\_\_\_ Absent: \_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Virginia Szymski, Village Clerk

\_\_\_\_\_  
Ronald J. Gunter, Mayor



**PROCLAMATION NO. P16-\_\_\_\_\_**

## **A Proclamation Recognizing Eddy Clearwater's Induction Into The Blues Hall Of Fame**

**WHEREAS:** Eddy Clearwater lived in Westmont during most of the 1980's and played over 1000 gigs in Westmont at various locations; and

**WHEREAS:** Eddy Clearwater was a friend and colleague of "Godfather of the Blues" Muddy Waters, who also lived in Westmont, and was mentored by Muddy as well as Magic Sam and Otis Rush; and

**WHEREAS:** Eddy Clearwater has donated artifacts from his career to various historical museums such as the display in his hometown of Macon, MI, the collection at the Delta Blues Museum in Clarksdale, MI, the Blues Hall of Fame in Memphis, TN, and the Muddy Waters Exhibit in Westmont, IL; and

**WHEREAS:** Eddy Clearwater has recorded 17 albums over 7 decades for more than 5 labels including Atomic H., Rounder, Rooster, Blind Pig, Alligator, and his own label, Cleartone, and his recording "West Side Strut" on Alligator Records produced by Ronnie Baker Brooks reached #1 on the Living Blues Magazine Charts; and

**WHEREAS:** Eddy Clearwater has renown throughout the world touring in North America, South America, Asia and Europe as well as gracing the covers of major Blues publications in Finland, Norway, Poland, France, and the United States including cover stories with Living Blues Magazine in 1978, 1998 and 2015; and

**WHEREAS:** Eddy Clearwater's adopted last name is a play on the name of blues legend Muddy Waters, and his nickname 'The Chief' honors his Cherokee and African American roots; and

**WHEREAS:** Eddy Clearwater has earned him a coveted Blues Music Handy Award, a Grammy nomination, a Lifetime Achievement Award from Blues Blast Magazine, and induction into the Blues Hall Of Fame.

**NOW, THEREFORE I, Ronald J. Gunter**, by virtue of the authority vested in me as Mayor of the Village of Westmont do hereby proclaim that the Village of Westmont honor Eddy Clearwater by presenting him with a Key To The Village.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the Village to be affixed this 15th day of September, 2016.

Ayes: \_\_\_\_ Nays: \_\_\_\_ Absent: \_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Virginia Szymski, Village Clerk

\_\_\_\_\_  
Ronald J. Gunter, Mayor



## MEMO

To: Westmont Village Board  
From: Angela Yuan, President, I-CARE  
Re: Request for Waiver of Permit Fee  
Date: May 17, 2016

Illinois Chinese American Residence for the Elderly, Inc. ("I-CARE") is a non-profit corporation that was formed in 1983 to provide elderly and handicapped individuals with housing facilities and services specially designed to meet their physical, social and psychological needs, and to promote their health, security, happiness and usefulness, as well as encourage longer living. For over 30 years, I-CARE has served the needs of the elderly and handicapped in Westmont.

I-CARE owns four parcels – the two lots on which the I-CARE facility is located and the two vacant lots to the east of the I-CARE facility, which provide a drainage basin for storm-water management. The vacant land east has served as a detention area for the I-CARE facility for over 30 years.

The Village has recently brought to our attention that the existing ICARE detention basin is not efficient in performing its flood control function. The Village's Engineer, Noriel Noriega, has further informed us that there are long-standing water issues associated with the detention basin. It has also been brought to our attention that there are issues with mosquitos in the vicinity of the detention basin. All of the foregoing issues affect the I-CARE property as well as the surrounding neighborhood. Consequently, it has become clear that these issues need to be resolved.

In discussing the above issues with our engineer, I-CARE has determined that a re-design of the detention basin, which includes siting it on one of the vacant east lots, would (1) resolve the above-described problems associated with the drainage basin that affect the neighborhood; (2) improve storm-water detention for the I-CARE facility; and (3) provide storm-water detention for the remaining east parcel which would then allow it to be developed. The I-CARE parcel would retain an easement for drainage purposes over the detention basin.

In order to fulfill its obligation to faithfully manage its assets, I-CARE intends either to extend the current existing facility or to develop the vacant east parcel which will pay down its mortgage debt. Both options will better utilize this vacant land for non-profit purposes. I-CARE is requesting a waiver from the permit fee due to its non-profit status and many years as a non-profit service provider within the community. I-CARE is irrevocably dedicated to, and operated exclusively for non-profit purposes; no part of the income or assets of I-CARE shall ever be distributed to, nor inure to the benefit of, any individual.

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*Project Memorandum*

**TO:** Angular Yuan  
I-Care Inc.

**FROM:** Jason Xi, PE, CFM

**DATE:** May 5, 2016

**SUBJECT:** I-Care Facility Stormwater Detention Improvements

**Scope of The Project**

Following stormwater improvement items are included in this project:

1. Reshape the detention basin in the vacant parcel east of I-Care facility.
2. Convert the current dry bottom detention pond to a wetland/native planting bottom detention pond.
3. Reconstruct the detention releasing control structure and associated storm sewers.
4. Landscape to create better buffer between I-Care and neighbor residential lot.
5. Native plants and bottom of detention to improve stormwater runoff qualities.

**Benefits of The Projects.**

The Village of Westmont Engineer Noriel Noriega, PE CPESC, has pointed out that the existing I-Care detention basin has long standing water issue. This indicates that the existing I-Care detention basin is not efficient to perform flooding control function. In addition, it could also raise some health concerns such as mosquitoes. This issue has to be resolved. As such, the I-Care has decided to conduct a stormwater management improvement project. The modified detention basin will provide following benefits:

1. It will provide adequate detention volume to serve both I-Care and the vacant parcel during heavy storm events (up to 100-year storm event).
2. According to the Village, the I-Care and vicinity residential area has flooding issues; the redesigned detention basin will help to relief the flooding issues.
3. The new runoff discharging control structure will insure the controlled stormwater runoff releasing rate from I-Care site up to a 100-year storm event.
4. The improved stormwater management system will also resolve the current detention long standing water issue.
5. According to the current DuPage County and Village stormwater management ordinance, the first inch of rainfall runoff from pavement typically contains concentrated containments, such as

sediments, metal and oil etc, which could pollute downstream nature water body that accepts the runoff. Therefore, the DuPage County and Village Stormwater Management ordinance requires the treatment of the first inch storm runoff from impervious surface. The ordinance also requests to enhance the runoff infiltration. Since I-Care storm water detention was built long time ago when these requirements did not exist, the existing detention pond is not capable to treat the stormwater runoff and meets above requirements. Due to the grandfather in status, under current ordinance, above water quality requirements are not necessarily enforced to I-Care stormwater detention facility at this time. However, since the pond has been redesigned for flooding issues. The newly designed stormwater detention pond will also include a wetland/native plants bottom, the first inch storm runoff from impervious area will be retained and treated. This will improve the runoff water quality discharging from I-Care facility and bring I-Care's stormwater detention system up to date.

Please let me know if you have any questions about above summary.



10 W. Burlington  
Westmont, IL 60559  
630-292-2845  
Mr\_Waynes@yahoo.com

September 7, 2016

Mayor Ronald Gunter  
Village of Westmont  
31 West Quincy Street  
Westmont, IL 60559

Re: Mr. Wayne's Pop Culture Collectibles, Inc.  
Business License Application  
Development Permit Application

Dear Mayor Gunter,

With this letter I enclose our B-1 Limited Business District Development Permit Application and our Business License Application, and the requested documents for this process. We also would like you to know some background about our business.

In 1977 the sci-fi fantasy film *Star Wars* burst into theaters and captured the imagination of millions. Unexpectedly, that film changed the collectible market forever. Few would have expected that within a decade a simple five dollar action figure, like *Darth Vader*, would be worth hundreds if not thousands of dollars.

In the years following several other properties became exceedingly popular, such as *Transformers*, *G.I. Joe*, *Teenage Mutant Ninja Turtles*, among many others. Additionally, the properties of our predecessors' generation found new life in this era. Properties like *Batman*, *Spider-Man*, and many more, earned a perpetual interest. As children we went to the theater to see *Star Wars* and clamored around the TV for the newest episode of *Teenage Mutant Ninja Turtles*. Children today still admire the same characters we enjoyed as children.

Action figures and comic books have been a major part of pop culture collecting. Other types of products have become equally popular, such as statues, posters, art work, apparel, board

games and much more. The properties have continued to evolve. No longer limited by cartoons, we now see these characters portrayed by actors in movies and television shows, such as *The Avengers* and *The Flash*. New exciting properties are being added into the mix every day, such as *The Walking Dead* and *Game of Thrones*. The pop culture interest of the characters on the television show *The Big Bang Theory* has significantly propelled pop culture collectibles into the consciousness of mainstream society. New products are constantly being produced based on new characters and new story lines. Considering most of the pop culture properties have maintained popularity for anywhere from 30 to 75 years, there is no reason to believe that they will not be in demand for generations to come.

The viability of our business is increasing every day. We are constantly encountering individuals that have been long time collectors or have been rediscovering their collector roots. We aim to provide a wide variety of pop culture collectibles to serve the collecting community to the best of our ability

As collectors ourselves, we have been able to visit numerous pop culture collectible stores and have seen how well their businesses have developed along the same lines as our business plan. Quake Collectibles in Schaumburg, after being in business for only two years, realized the ever growing potential of this type of business and opened up a second store at a larger location. Both are doing very well today. According to an interview with Paul Raines, CEO of Gamestop, on April 14, 2016, at Fortune.com, that nationwide chain had seen 120% increase in their pop culture collectibles in the last fiscal year. While Gamestop's primary market had always been video games and peripherals, they realized that they could be increasing their sales considerably by expanding into the pop culture collectibles market. Accordingly, they will be dedicating a larger area of their store to include the same type items we intend to sell. Gamestop expects to increase their sales in the pop culture collectible market category to one-billion dollars in the next fiscal year.

After citing examples of other successful businesses dealing in the same market, one may be wondering how we intend to compete. There are very few establishments that deal in the same criteria that we do. Comic book shops mainly sell comic books, and game stores mainly sell games, but both sell collectibles as ancillary products. We have found through our own experiences and our fellow collectors that many will travel great distances just to visit a shop like ours to find a long sought after collectible. We will be able to compete with Gamestop because they will only be stocking brand-new products, not vintage products.

We have spent most of our lives developing the skills and connections to acquire rare collectibles at very reasonable prices. Above and beyond that we are quite accomplished at repairing and customizing action figures and statues, which is a service that we have not been able to find at any of the other pop culture collectible shops that we have encountered.

Mayor Ronald Gunter  
Village of Westmont

-3-

September 7, 2016

Westmont has always been our choice of locations. It is an ideal distance from any other pop culture collectibles stores. The atmosphere of downtown Westmont is extremely inviting. We can see the decorative fountain from our front window where people hang out and relax. In the short time we have been preparing our store, we have had numerous positive interactions with members of this community, whether as a specific expression of interest in our business, being welcomed to the neighborhood, or just sharing a friendly greeting with people on the street.

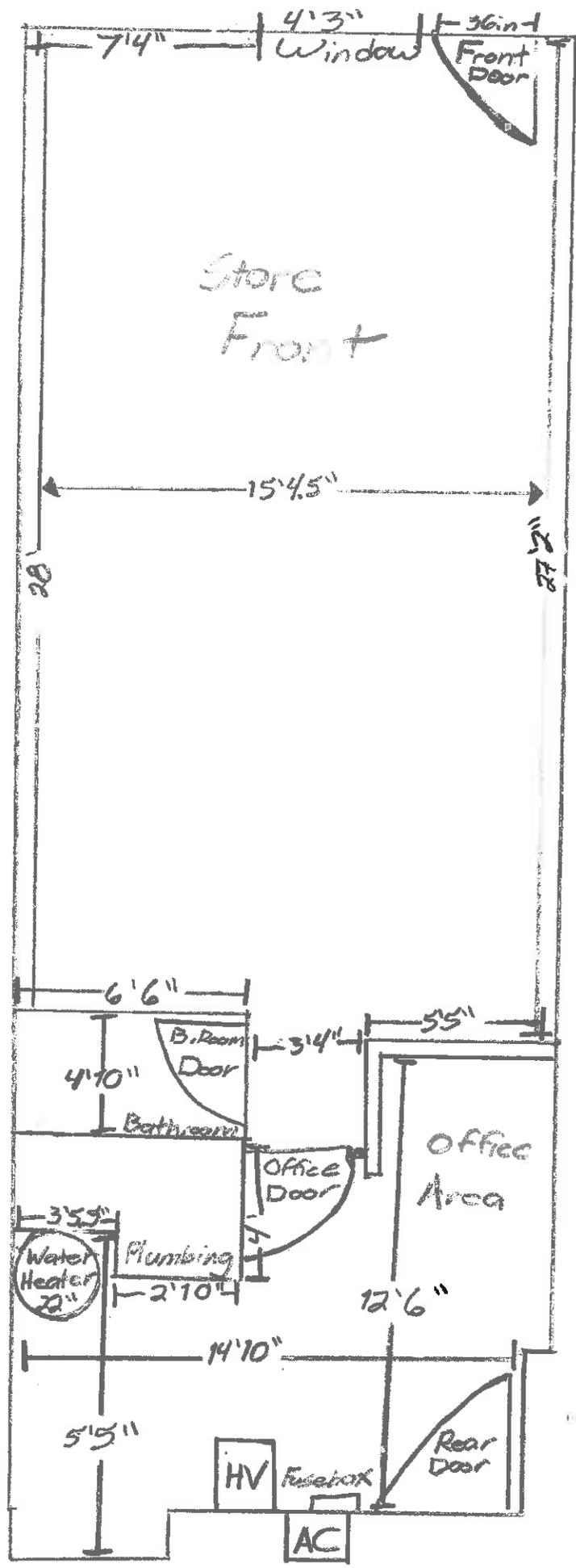
We thank you for your consideration of our applications and we look forward to being a part of the Westmont business community.

Yours truly,



Michael Caplan, President

Floor Plan  
Mr. Wayne's  
Pop Culture  
Collectibles





Applicant: Jackie West, President of Community Commonwealth

Date: August 31, 2016

Address: 4703 Elm Street, Lisle, Illinois

Phone No: 630-632-9308

Fax No: 630-369-9403

Purpose of Event: We would like to run a Haunted House at 6214 Cass Street/ 63rd. Our Haunted House began in 1970. We are said to be the longest consecutively running Haunted House in the country. Our Primary Purpose when we began was to create something constructive for kids to do during the Halloween season that would keep them off the streets and prevent them from causing mischief. That is still our purpose today.

Our "Haunters" get to be part of every step of the process of our House. We come up with the theme and then they get to come up with room ideas, costumes, makeup and skits. We teach them how to build the rooms. Every year I am blown away at seeing the kids' creativity and drive.

Our House is different from almost all the others as we don't do this for the profit. We do this for those kids and for the community. We look for ways that our House can help the Community it is in. We have done Blood Drives where people who donated blood got money off admission. We have raised money for community causes by donating \$1 from each admission to the organization. We do the only FREE Kiddie Matinee where the lights are on and we don't have our usual Haunters working the House and our guests get to go Trick or Treating from room to room. We just ask that our visitors bring a donation for a food pantry.

We would love to get Westmont schools involved. We can always use more kids to design rooms, build them, paint them, do makeup and do the scaring.

This year we are going to have \$5 coupons off admission available all over. But people can also bring either a gently worn coat, unwrapped toy or 5 items for a food pantry to get \$5 off if they don't have the coupon. We have partnered with the Salvation Army for a Christmas Event that benefits kids in the hospital with cancer during the holidays and these items will go towards that project.

Number of days requested: We would be open Friday and Saturday nights [Except for Halloween week when we would also be open Sunday & Monday], 7:30pm-12am. The dates would be October 14, 15, 21, 22, 28, 29, 30, 31 & November 4 & 5. It will be our regular Haunted House from 7:30-9:30pm. Then our House will go on break from 9:30-10pm. 10pm-12am will be our more extreme Haunted House. We would do our FREE Kiddie Matinee on two Sundays, the 16<sup>th</sup> & 23<sup>rd</sup>, noon-4pm. Finally, we let the kids have a dress rehearsal night the night prior to open where we are not open to the public but it's when they can invite their friends and family to go through for free. Sometimes

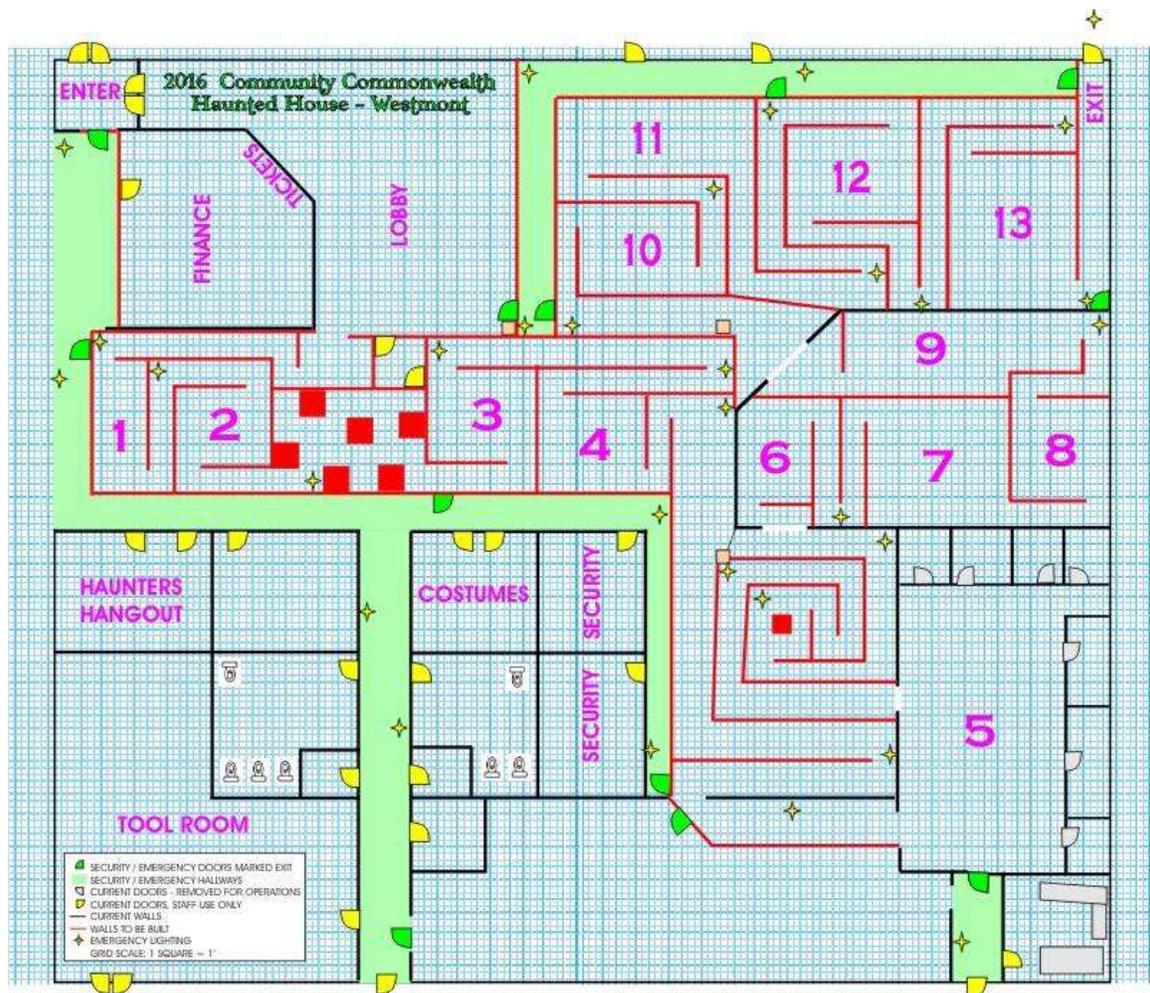
we have opened that night up to press & Village People as well. That would be Thursday the 13th, 7-9pm.

Commencing: We would open to the public on Friday, October 14th.

Concluding: Our final night open would be Saturday, November 5th.

Number of Employees: We don't have employees as we are a not-for-profit organization and are all volunteers. We typically have around 50 people or more volunteer to work the event.

Floor Plan: Is below



Parking Plan: There is a parking lot in front of the building as well as one in the back. We plan on having our people park in the lot in the back to leave as much in front for visitors as possible.

Security Plan: We have a designated Security Team who wear shirts designating them as such who work the lobby and go through with various groups as they walk through the House. We have what we call "Roamers" who work the lobby to see if any one in line may be an issue going through the House. They then alert security so we can walk through with that group to make sure there isn't an issue. We have a camera system where there is one camera in every room and hallway in the House that is hooked up to a monitor in the Security Office that has a DVR that records any time there is movement. Each room has a radio that the Haunters know where it is and to call us if there is any problems. They are trained to know how to identify the person so Security can find them in the House.

Our House is built inside the structure so that there is a emergency hallway around the entire House and then there are emergency doors throughout. There is a quick exit from every point in the house. We then create escape plans that are posted outside each emergency door so people know how to get out. All of our emergency lighting is LED.

Bathroom Facilities: There are 2 bathrooms on the premises with multiple stalls but that will be used for our people only. We will get 2 porta potties that will be placed right at the back of the mall so it is out of sight from the general public for customers. 1 regular and 1 that is ADA compliant.

Insurance: We have a 2 million dollar policy. General Liability has General Aggregate - \$2,000,000. Each occurrence - \$1,000,000. Fire Damage \$100,000 Excess Liability has \$2,000,000 each occurrence. When we have this all finalized we will get an updated COI listing the Village of Westmont as an Additional Insured.

Signs: We would like to have a sign or banner at any major intersection that you normally advertise upcoming events. If that is not permitted, we understand. We would make them to your specifications if it is allowed.

Sound Ordinance: We usually do one soundtrack that runs through every room in our House through speakers. It is just music and if possible it has something to do with our theme for that year. This year's theme is Phobias. So it would also include people screaming, a dentist drill, birds, things like that. We also usually have someone with a chainsaw at some point in the House. The blade is obviously off of it. It's the noise that scares people.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/1/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Freiburg Insurance 1409 Broadway P.O.Box 1167 Quincy IL 62306	<b>CONTACT NAME:</b> Tanner Freiburg / Brennan Rakers <b>PHONE (A/C, No, Ext):</b> (217) 224-7775 <b>E-MAIL ADDRESS:</b> b_rakers@freiburginsurance.com	<b>FAX (A/C, No):</b> (217) 224-6102
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Lombard Commonwealth DBA: Community Commonwealth PO Box 1147 Lombard IL 60148	<b>INSURER A:</b> Cincinnati Specialty Underwriters	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:** Master Cert 2016                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		CSU250558054	9/20/2016	11/30/2016	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS  <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED    RETENTION \$						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Location: 6226 - 6228 W. 63rd St., Westmont, IL 60559.

Certificate Holder is named as Additional Insured as it pertains to the General Liability policy.

**CERTIFICATE HOLDER**

(847) 870-1888

Horizon Management, a Division of Horizon Realty Services, Inc.  
 1130 Lake Cook Road  
 Suite 280  
 Buffalo Grove, IL 60089

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Tanner Freiburg

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ACORD 25 (2014/01)

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INS025 (201401)





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/1/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Freiburg Insurance 1409 Broadway P.O.Box 1167 Quincy IL 62306	<b>CONTACT NAME:</b> Tanner Freiburg / Brennan Rakers <b>PHONE (A/C, No. Ext):</b> (217) 224-7775 <b>E-MAIL ADDRESS:</b> b_rakers@freiburginsurance.com	<b>FAX (A/C, No):</b> (217) 224-6102
	<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Cincinnati Specialty Underwriters	
<b>INSURED</b> Lombard Commonwealth DBA: Community Commonwealth PO Box 1147 Lombard IL 60148	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	
	INSURER G:	

**COVERAGES**                      **CERTIFICATE NUMBER:** Master Cert 2016                      **REVISION NUMBER:**

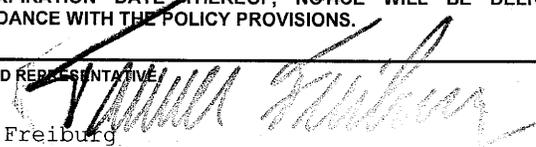
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		CSU250558054	9/20/2016	11/30/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Location: 6226 - 6228 W. 63rd St., Westmont, IL 60559.

Certificate Holder is named as Additional Insured as it pertains to the General Liability policy.

**CERTIFICATE HOLDER****CANCELLATION**

Sidcor Westmont Associates, LP 1030 West Higgins Rd. Suite 360 Park Ridge, IL 60068	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  Tanner Freiburg
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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/1/2016

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<b>PRODUCER</b> Freiburg Insurance 1409 Broadway P.O.Box 1167 Quincy IL 62306	<b>CONTACT NAME:</b> Tanner Freiburg / Brennan Rakers <b>PHONE (A/C, No, Ext):</b> (217) 224-7775 <b>E-MAIL ADDRESS:</b> b_rakers@freiburginsurance.com	<b>FAX (A/C, No):</b> (217) 224-6102
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Lombard Commonwealth DBA: Community Commonwealth PO Box 1147 Lombard IL 60148	<b>INSURER A:</b> Cincinnati Specialty Underwriters	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:** Master Cert 2016                      **REVISION NUMBER:**

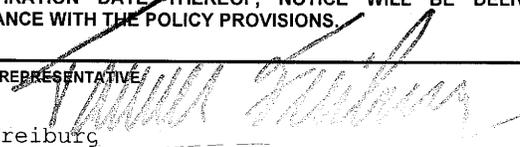
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	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Location: 6226 - 6228 W. 63rd St., Westmont, IL 60559.

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**CERTIFICATE HOLDER****CANCELLATION**

Village of Westmont 31 W. Quincy St. Westmont, IL 60559	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Tanner Freiburg



Jill Ziegler <jziegler@westmont.il.gov>

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## extended variance on 6635 S. Cass

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timkelly45@comcast.net <timkelly45@comcast.net>  
To: jziegler@westmont.il.gov

Mon, Aug 15, 2016 at 11:44 AM

Hi Jill,

Per our conversation this morning, I am requesting an extension on the variance to construct the third 16 unit condominium building at Ashton Grove Condominiums, which will be located on the empty lot at 6635 S. Cass Ave.

Suburban condominium sales have very slowly started to recover but sales prices have not. This and the dramatic increase in costs will delay this project. I am requesting a three year extension as has been granted in the past. The last extension was two years.

Thank you, Jill.

Tim Ryan  
KASE Ryan Builders, LLC



# **Harmony Massage And Wellness**

**Proposed Location:**

**21 North Cass Ave  
Westmont, IL 60559**

## **COMPANY DESCRIPTION:**

Harmony Massage and Wellness will specialize in unique massage techniques in order to assist clients with improving their health. Harmony Massage and Wellness is revolutionizing the massage industry by reaching out and working with health care providers to help improve the client's health. We will be paying extra attention to the special needs community, a community that is often shunned. We will offer swedish, deep tissue, hot stone, prenatal, and vibrational sound therapy along with other unique massage techniques. Along with massage therapy, energy work, sound therapy, and meditations will also be offered. We will help treat the mind, body, and spirit. As Harmony Massage and Wellness grows, additional massage, energy, sound, spiritual (such as drum circles), and yoga services will be offered.

## **Management:**

Harmony Massage and Wellness is owned and operated by Linda Newland. I am a graduate of Universal Spa Training Academy in Downers Grove. I am certified in Reiki, access bars, and massage including prenatal, hot stone, swedish and deep tissue massage. I will further pursue my massage career by seeking certifications in Vibrational Sound Healing through the Vibrational Sound Association; neonatal and autism massage certification through the Liddle Kidz Foundation, raindrop therapy and cranial sacral massage.

## **Logo**



Harmony Massage and Wellness Center

Triangle means three. At Harmony Massage and Wellness, it will represent mind, body and spirit. Circle means wholeness, centering and nurturing. The yin yang symbol means balance. At Harmony Massage and Wellness, we will nurture the mind, body and spirit to bring it all back into balance.

**Services Offered:**

**Swedish or Deep Tissue Massage:** Monthly Membership available or just come as needed. The membership will be a one-time non-refundable automatic reoccurring payment from checking account. No expiration. Reiki infused massage oil used during a relaxing massage. Add-ons include aromatherapy and sugar/salt foot scrub for \$10. More add-ons in the future!

**Member rates**

30 Minutes = \$30  
60 Minutes = \$60  
90 Minutes = \$90

**Non-Member rates**

30 Minutes = \$40  
60 Minutes = \$80  
90 Minutes = \$115

Introductory for first time clients 60 minute massage \$45.99

**Hot Stone Massage:**

Relax with the heat of the stones as they warm your muscles allowing for a deeper relaxation experience.

**Member rates**

30 Minutes = \$35  
60 Minutes = \$70  
90 Minutes = \$110

**Non-Member rates**

30 Minutes = \$40  
60 Minutes = \$80  
90 Minutes = \$120

**Prenatal Massage:**

Massage is a nice alternative to relieve pregnancy aches and pains while keeping your baby safe!

**Member rates**

30 Minutes = \$30  
60 Minutes = \$60  
90 Minutes = \$90

**Non-Member rates**

30 Minutes = \$40  
60 Minutes = \$80  
90 Minutes = \$115

## Services offered continued

### Headache Relief

Work giving you a headache? Come on over for some relief and feel energized when you are done! Scalp & Shoulder massage with peppermint oil

#### Member rates

30 Minutes = \$35  
60 Minutes = \$65  
90 Minutes = \$95

#### Non-Member rates

30 Minutes = \$40  
60 Minutes = \$80  
90 Minutes = \$115

### Reiki

Energy work to help you relax and destress.

30 Minutes = \$40  
60 Minutes = \$65

### Access Bars

“The Bars are 32 bars of energy that run through and around your head that connect to different aspects of your life. We call all of the points you touch when using this modality “The Bars”. The Bars store the electromagnetic component of all the thoughts, ideas, attitudes, decisions and beliefs that you have ever had about anything.” [www.Accessconsciousness.com](http://www.Accessconsciousness.com)

90 Minutes = \$120

## **Future Services to be offered**

**Massage add-ons:** Craniocradle, dry brushing, hydrocollator, cryotherapy

**Couples Massage:** Spend quality time together with someone special!

**Vibrational Sound Healing-** “Advanced techniques using Himalayan singing bowls, tingsha chimes and gongs.” [www.vibrationsoundassociation.com](http://www.vibrationsoundassociation.com)

**Cranial Sacral Massage** – a gentle massage that addresses the bones of the head, spinal column and sacrum to relieve compression

**Raindrop Therapy** – combines aromatherapy and massage techniques to assist the body in realigning itself

**Neonatal Massage-** Help calm a fussy baby.

**Autism Massage-** Helps promote eye contact, sensory, stress relief, and sleep

**Maya Massage-** Gentle abdominal massage to help with fertility, erectile dysfunction, and wide range of problems in women

**Cupping Massage-** Believe to help relieve arthritic symptoms, skin problems, high blood pressure, and depression.

**Vibrational Massage-** This will use the Jeanie Rub Variable speed Massager to deliver 1400 to 4600 rpm of vibration. This is a great option for those who do not like getting undressed.

## **Paraffin Treatments**

**Pick your own massage oil/lotion**

**Drum Circle/Meditation classes**

**Reiki/access Consciousness classes**

**Life coach**

**Make your own aromatherapy lotion, roll-on, and bath salts bar**

## Retail

**Essential oils:** All natural plant based oils

**Organic Punk:** LA based business making all natural long lasting candles, crystal jewelry, mala beads, shirts with inspiring messages such as “No One Can Break Me”.

**Butter Duck Farms** from Bolingbrook, IL making all natural body products including deodorant, Lip Balm, healing salve

Pillows

Theracane

Foot Rubz Massage Ball

Cranio cradle

Therapeutic Neck Pillow

Breathe aromatherapy inhalers

Other miscellaneous items such as Jewelry, crystals, crystal water bottles, candles, yoga mats, and yoga clothing.

## **Marketing Plans:**

Harmony Massage and Wellness will market by joining Westmont Chamber of Commerce, social media sites such as Facebook, Twitter, Instagram, Yelp, and LinkedIn where we will offer various discounts. Email only promotions. Run ad in clipper magazine and yoga journal.

Since word of mouth is so vital for massage, I will offer a referral program. I will offer discounts to Westmont Village employees and CUSD201 Staff. ID will be required to offer these discounts. Birthday Week Specials, Website specials, working with local restaurant for a couples night of dinner and massage. I will reach out to health care professionals in the community and surrounding communities for referrals.

## **Target Group**

I will target special needs children and adults in which their care takers are looking for an additional way or alternative way to calm and treat them. I will target those who are looking for a way to relieve stress but don't like to undress for a reiki or vibrational sound massage. I will also target spiritual community by offering reiki, Access Consciousness, small drum circles, and by offering future classes in reiki and Access Consciousness. I will educate the community and surrounding communities on how massage can increase the quality of life. Everyone in life needs to reconnect body, mind and spirit.

## **COMPETITIVE ANALYSIS:**

### **Karma Salon and Spa -15 North Cass, Westmont, IL 60559**

The services they specialize in ranges from hair, hair color, nails, waxing, make-up, and massage. The variety of massage they perform is chair, a head/neck/shoulder massage, Eminence organic massage, deep tissue, and Swedish. The average price for 60 minute massage is \$85. They are active on Facebook and well known for hair and nails in the community. Due to the close proximity and different spa services, the threat level is high. We both do some similar and uniquely different techniques when it comes to massage. However, I spoke to the owner, Tim and he is very optimistic. I will send him business whenever possible!

### **Audra's Spa -314 Ogden Ave, Westmont, IL 60559**

They have a variety of services including hair, waxing, make-up, eye lash extension, nails, massage and Herbal Barrel Sauna. While they offer a variety of massage techniques including Swedish, deep tissue, sports, hot stone and pregnancy, lymphatic, reflexology, shiatsu, 4 hands, aromatherapy, scalp and face massage, their emphasis seems to be more on salon services instead of spa services. The prices vary but the average for a 60 minute Swedish massage is \$70. They are on Facebook and advertise on Groupon. They are a medium threat level as they have a good location and offer some different services. While they offer some variety in their massage services, they still do not offer the energy services or unique massage services that Harmony Massage and Wellness will have. The Herbal Barrel Sauna is a unique niche to get people in the door but is rarely advertised.

## **Competitive Analysis continued**

### **Beauty Concepts Salon & Spa – 6309 Fairview Avenue, Westmont, IL 60559**

According to their Facebook page, they offer massage but nowhere does it say price. Their web page only says scalp massage for massage services. Other services include hair, nails, facials, threading and henna application! Marketing includes Facebook and Groupon. They are a very low threat because no marketing done for massage at all for any technique. There is a little mention on Facebook page.

### **Massage Envy – 2445 75<sup>th</sup> Street, Darien, IL**

Swedish, sports, deep tissue, couples, prenatal, aromatherapy, reflexology, cranial sacral, and trigger point therapy are the variety of massage techniques they offer. They have add-on such as aromatherapy, sugar foot scrub, and deep muscle therapy. Their average 50 minute massage is \$79.99 without membership and \$59.99 with membership. They do not offer 60 minute massage. They offer introductory rate of \$49.99 for first time clients. They use Facebook, website, and tv but their brand is well established. Since their brand is well established, they are a high threat.

### **Lavida Massage - 6300 Kingery Highway, Willowbrook, IL 60527**

They have a variety of massage services which include Swedish, sports, deep tissue, couples, prenatal, aromatherapy, reflexology, cranial sacral, trigger point therapy, corporate and chair massage. They also offer additional services such as facials, waxing and peels. The average pricing for a 60 minute massage is \$59.95 with introductory rate for first time clients is \$49.98. They are active on Facebook. The threat is medium since they are not directly located in Westmont and they do not offer energy services or some of the unique massage services that Harmony Massage and Wellness. However, they do have an established brand.



# HARMONY MASSAGE AND WELLNESS

Proposed Location:  
21 North Cass Ave  
Westmont, IL 60559

## Company Overview

- Unique
  - Healthcare Providers
    - Network
  - Energy Services
  - Rare Massage Techniques
  - Meditation
  - Small
    - Get to know the community
    - Get involved

## Owner

- Myself, Linda Newland
- Graduate of Universal Spa Training Academy
- Licensed Massage Therapist
  - currently employed at ME of Frankfort, IL
- Nanny of special needs kids



Harmony Massage and Wellness Center

## Triangle

- Trinity
  - Power of three
  - Mind, body, Spirit

## Circle

- Wholeness
- Center
- Nurturing

## Ying Yang

- Balance
- Opposites
  - Wellness
  - Illness

We bring **balance** into our lives when we **nurture** the Mind, Body, and Spirit.

## Hours of Operation

- Monday Off
- Tuesday 9-5
- Wednesday 11-8
- Thursday 9-5
- Friday 11-8
- Saturday 9-5
- Sunday 11-6

And by appointment!

## Parking

- In front along Cass Avenue
- End of each block
- Along railroad tracks

## Massage Services offered:

- Swedish
  - Sugar Foot Scrub
  - Aromatherapy
- Deep Tissue
- Hot Stone
- Prenatal
- Headache Relief
- Vibrational Sound Massage

## Energy Services:

- Reiki
- Access Bars

## Prices For Most Massage Services

### Member rates

30 Minutes = \$30

60 Minutes = \$60  
= \$90

90 Minutes

### Non-Member rates

30 Minutes = \$40

60 Minutes = \$80

90 Minutes = \$115

## Reiki

30 Minutes = \$40

60 Minutes = \$65

## Access Bars

90 Minutes = \$120

## Future Services to be offered

Massage add-ons: Craniocradle, dry brushing, hydrocollator, cryotherapy

Couples Massage

Cranial Sacral Massage

Raindrop Therapy

Neonatal Massage

Autism Massage

Maya Massage

Cupping Massage

Vibrational Massage

Paraffin Treatments

Pick your own massage oil/lotion

Drum Circle/Meditation classes

Reiki/access Consciousness classes

Life coach

Make your own aromatherapy lotion, roll-on, and bath salts bar

# Retail

Essential oils

Organic Punk

Butter Duck Farms

Pillows

Theracane

Foot Rubz Massage Ball

Cranio cradle

Therapeutic Neck Pillow

Breathe aromatherapy inhalers

# Marketing

- Westmont Chamber of Commerce
- Healthcare Professionals
- Social Media
- Email only promotions
- Clipper Magazine
- Yoga Journal
- Referral program
- Village employee discount
- CUSD201 Staff discount
- Birthday Specials
- Website Specials
- Groupon

## Target

- Special needs kids and adults
  - Eye contact
  - Sensory
- Dislike undressing/touch
  - Vibrational Sound Massage
  - Vibrational
  - Reiki
  - Access Bars
- Spiritual Community
  - Values balance of Mind, Body, and Spirit

## COMPETITIVE ANALYSIS

**Karma Salon and Spa** -15 North Cass, Westmont, IL 60559

-chair, a head/neck/shoulder massage, Eminence organic massage, deep tissue, and Swedish

-\$85 for 60 minute

**Audra's Spa** -314 Ogden Ave, Westmont, IL 60559

-Swedish, deep tissue, sports, hot stone and pregnancy, lymphatic, reflexology, shiatsu, 4 hands, aromatherapy, scalp and face massage

-\$60 for 70 minute

**Beauty Concepts Salon & Spa** - 6309 Fairview Avenue, Westmont, IL 60559

-offer massage but no prices or techniques listed

**Lavida Massage** - 6300 Kingery Highway, Willowbrook, IL 60527

-Swedish, sports, deep tissue, couples, prenatal, aromatherapy, reflexology, cranial sacral, trigger point therapy, corporate and chair massage  
-\$59.95 for 60 minute

**Massage Envy** - 2445 75<sup>th</sup> Street, Darien, IL

-Swedish, sports, deep tissue, couples, prenatal, aromatherapy, reflexology, cranial sacral, and trigger point therapy  
-\$59.99 for 50 minute

# Financials

## Monthly Income

Massages per month: 40 (10 massages per week at opening) x \$45.99 intro rate =	\$1839.60
Access Consciousness: 5 sessions a month x \$120	= \$600.00
Reiki: 5 sessions a month x \$65	=\$325.00
Product:	<u>=\$275.00</u>
<b>Total:</b>	<b>\$3039.60</b>
<b>Minus taxes (20%)</b>	<b><u>607.92</u></b>
<b>Income</b>	<b>\$2431.68</b>

## Monthly Expenses

Rent:	\$500.00
Electricity:	40.00
Product (oil, cleaning supplies)	100.00
Scheduling System:	20.00
Liability Insurance:	20.00
Continuing Education:	15.00
Marketing:	25.00
Retail (after start-up):	500.00
Payroll 40%	<u>\$972.61</u>
<b>Total Monthly Expenses:</b>	<b>\$2192.61</b>