



Village Board Meeting May 23, 2019 6:00 p.m.

1. Call To Order

2. Roll Call

3. Pledge Of Allegiance

4. Open Forum

Public Comment is subject to the public comment rules and procedures adopted by the Village.

5. Reports

a. Board Reports

- Mayor
- Clerk
- Trustees

*Background Of
Subject Matter*

*

Type

Discussion Only

6. 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 following Village Board Meeting Minutes:

- Special Meeting: Budget Meeting held May 2, 2019
- Village Board meeting held May 9, 2019.

*Background Of
Subject Matter*

Required parliamentary procedure

Type

Motion

Documents:

[2019-05-02 SPECIAL VILLAGE BOARD MEETING - VILLAGE OF WESTMONT BUDGET MEETING.PDF](#)

[2019-05-09 VILLAGE BOARD MEETING MINUTES.PDF](#)

[2019-05-02 BUDGET MEETING - HANDOUTS REDUCED.PDF](#)

b. March 2019 Financial Report

Board to consider a motion to accept the financial report submitted for the month of March 2019.

Background Of *
Subject Matter
Type Motion

Documents:

[MONTHLY FINANCIAL REPORT MEMO 2019-03.PDF](#)
[MONTHLY FINANCIAL REPORT 2019-03.PDF](#)

c. **Finance Ordinance**

i. **Finance Ordinance #2**

Total to be announced at the meeting.

Background Of *
Subject Matter
Type Motion

d. **Purchase Orders**

i. **PO 19201917**

CDS Office Systems \$27,832.00

Background Of Public Safety In Car Cellular Modems
Subject Matter
Type Purchase Order
Budgeted Yes

Documents:

[19201917.PDF](#)

ii. **PO 20200024**

Benistar/Hartford - 6795 \$180,000.00

Background Of FY 2020 Retiree Medicare Premiums
Subject Matter
Additional The first installment is included in the finance ordinance,
Background and will be approved simultaneously with the Purchase
Order.
Type Purchase Order
Budgeted N/A
Budgeted The Village functions only as a passthrough, as the full
Explanation cost of the plan is paid by the retirees.

Documents:

[20200024.PDF](#)

iii. **PO 20200079**

Government Insurance Network \$2,250,000.00

Background Of Annual Health Insurance Costs

Subject Matter

**Additional
Background**

This is an open purchase order, and actual payments will be made monthly. A portion of the cost will be offset by contributions paid by employees and retirees. The first installment is part of the current finance ordinance to be paid simultaneously.

Type

Proclamation

Budgeted

Yes

Documents:

[20200079.PDF](#)

iv. **PO 20200076**

Amalgamated Bank of Chicago \$1,227,462.50

**Background Of
Subject Matter**

Annual Debt Service for 2013A, 2013B, 2017 bonds

Type

Purchase Order

Budgeted

Yes

Documents:

[20200076.PDF](#)

v. **PO 20200077**

DuPage Senior Citizens Cncl \$24,000.00

**Background Of
Subject Matter**

Support Meals on Wheels

Type

Purchase Order

Budgeted

Yes

Documents:

[20200077.PDF](#)

vi. **PO 20200098**

DUMEG \$20,800.00

**Background Of
Subject Matter**

Annual Contribution

Type

Purchase Order

Budgeted

Yes

Documents:

[20200098.PDF](#)

vii. **PO 20200099**

Clarke Environmental Mosquito \$79,520.00

Background Of Subject Matter Annual Mosquito Abatement Services

Additional Background Due to system requirements, the original PO 19201529, which was approved by the Village Board on 4/11/2019, is required to be replaced by this PO.

Type Purchase Order

Budgeted Yes

Documents:

[20200099.PDF](#)

- viii. **PO 20200033**
Bell Fuels \$245,000.00

Background Of Subject Matter FY 2020 Village Fuel

Additional Background The first installment is included in the finance ordinance, and will be approved simultaneously with the Purchase Order.

Type Purchase Order

Budgeted Yes

Documents:

[20200033.PDF](#)

- ix. **PO 19201888**
Thomas Engineering \$24,260.64

Background Of Subject Matter Cass/Burlington Realignment

Type Purchase Order

Budgeted Yes

Documents:

[19201888.PDF](#)

- x. **Total Of Purchase Orders**
\$ 4,078,875.14

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. Parking Amendment - Commercial Vehicles

Board to consider an ordinance to amend the Village Code regarding regulation of commercial vehicle parking on residential properties.

Background Of Subject Matter New language for Commercial Vehicle parking on residential properties is proposed to clean up conflicting regulations.

Type Ordinance

Documents:

[COMMERCIAL AND RECREATIONAL VEHICLE PARKING AND STORAGE CONTAINER REGULATIONS.PDF](#)

9. New Business

a. Hotel/Motel Grant Request - Westmont Lions - Oktoberfest

Board to consider a motion awarding a Hotel/Motel Grant request in the amount of \$2,500 to the Westmont Lions for an Oktoberfest event.

Background Of Subject Matter The Oktoberfest is a new event that is expected to attract both residents and non-residents to participate in a variety of activities including a 5k, food, music, games, and information booths.

Recommendation The Administration/Finance Committee voted to recommend approval

Type Motion

Budgeted Yes

Budgeted Explanation If this is approved, the remaining balance available for Hotel/Motel grants will be \$22,500

Documents:

[HOTEL-MOTEL GRANT APPLICATION - LIONS OKTOBERFEST.PDF](#)

b. 255 North Wilmette - Porch Variance

Board to consider an ordinance approving a Zoning Code variance to permit the construction of a front porch which encroaches into the required front yard setback.

Background Of Subject Matter Property owner, Colette Ruich, wishes to replace the existing concrete landing, metal awning and railings with a front porch by extending the roof line over a new wood landing and constructing masonry columns, a railing and balusters.

Additional Background The current landing and steps are considered allowable encroachments into the front yard. However, the new roof-covered porch becomes part of the principal structure, thus moving the building line forward, reducing the front yard setback by 5 feet.

Recommendation At its meeting on May 8, 2019, the Planning and Zoning Commission recommended approval of the variance to allow construction of the front porch.

Type Ordinance

Documents:

[STAFF REPORT FOR 255 N WILMETTE PORCH VARIANCE.PDF](#)
[SITE PLAN 255 N WILMETTE.PDF](#)
[FINDINGS OF FACT 255 NORTH WILMETTE.PDF](#)

c. **102 South Lincoln - Fence Variance**

Board to consider an ordinance approving a Zoning Code variance to allow a fence which exceeds the height limitation for fences located in the side yard adjoining a street.

Background Of Subject Matter	The petitioner wishes to construct a 6-foot PVC fence along the alley and along the west portion of the north property line in order to enclose the side yard to provide a safe and private space for the family.
Additional Background	The PZC recommended to approve the proposed 6-foot high PVC fence on the northern lot line, with the condition of approval that the fence provide for a sight-line triangle starting 10 feet from the northwest corner, due east, and 10 feet due south.
Recommendation	Approve
Type	Ordinance

Documents:

[STAFF REPORT 102 S LINCOLN.PDF](#)
[SITE PLAN 102 SOUTH LINCOLN.PDF](#)
[FINDINGS OF FACT 102 SOUTH LINCOLN FENCE VARIANCE.PDF](#)

d. **933 Oakwood Drive - Shed & Patio Variances**

Board to consider an ordinance approving the following requests for Zoning Code variances:

1. A variance to allow an accessory structure (shed) in the rear yard with a reduced separation distance from the principal structure; and,
2. A variance to allow a patio that encroaches into the required side yard setback.

Background Of Subject Matter	Owners request a variance from a) Ordinance 4.05 (E) (31), where patios (terraces) are permitted only in rear yards; and b) Ordinance 4.05 (B), where the distance between accessory and principal structures shall be no less than 10 feet.
Additional Background	At its May 8, 2019 meeting, the Planning and Zoning Commission voted 7-0 to recommend approval.
Recommendation	Approve
Type	Ordinance

Documents:

[STAFF REPORT 933 OAKWOOD DRIVE.PDF](#)
[SITE PLAN 933 OAKWOOD DRIVE.PDF](#)
[FINDINGS OF FACT 933 OAKWOOD 2.PDF](#)
[FINDINGS OF FACT 933 OAKWOOD 1.PDF](#)

e. **301-311 East Ogden - Amendment To Special Use**

Board to consider an ordinance approving an amendment to an existing special use permit to allow the display of used automobiles other than Porches along Ogden Avenue.

Background Of Subject Matter The applicant is requesting to modify the special use permit granted through Ordinance 17-089 so that special condition "H" is eliminated, allowing them to also park and display vehicles other than Porsche vehicles in the front row along Ogden Avenue.

Additional Background On May 8, 2019, the Planning and Zoning Commission recommended approval to amend the Special Use Permit to allow the display of used automobiles at 301-311 East Ogden Avenue as requested.

Recommendation Approve

Type Ordinance

Documents:

[STAFF REPORT 301-311 EAST OGDEN AMEND SUP.PDF](#)

[301-311 E OGDEN LANDSCAPE PLAN SHOWING REQUIRED ITEMS.PDF](#)

f. **Increase In Available Massage Establishment Licenses**

Board to consider an ordinance increasing the number of available massage establishment licenses by one (1) for My Foot Spa LTD formerly Detox Foot Spa Ltd, 667 N. Cass Avenue.

Background Of Subject Matter Detox Food Spa has been at this location for 5 years. They now wish to offer full massage services. The background review indicates the applicant is eligible to receive this license.

Additional Background The owner is part owner of two local restaurants, one in Downers Grove and another in Westmont. He wishes to continue to remain part of our community. The owner will be providing massages for the time being.

Recommendation Approve

Type Ordinance

g. **Increase In Available Class 4 Liquor Licenses**

Board to consider an ordinance increasing the number of available Class 4 liquor licenses by one (1) for Oberweis Dairy D/B/A/ Woodgrain Neapolitan Pizzeria, 19 West Ogden Avenue.

Background Of Subject Matter Oberweis Dairy owns and operates Woodgrain Pizza at 19 W. Ogden. They are requesting a Class four (4) liquor license to serve beer and wine. Woodgrain previously had a Class 4 liquor license with their old ownership.

Additional Background My background review revealed that Oberweis Dairy is eligible for this license. There are no anticipated changes in their floor plan to accommodate this request. This is the first liquor license for Oberweis and their managing of Woodgrain Pizzerias.

Recommendation Approve

Type Ordinance

h. **New Liquor License Classification For Craft Beer Tasting Room**

Board to consider an ordinance amending Chapter 10 of the Code of Ordinances to create a new liquor license classification to allow for a tasting room of craft brew beers only inside a Class 5 liquor licensed business.

Background Of Subject Matter A new liquor license class is needed to allow for on premise consumption of beer only, specifically speciality craft brews, in an established Class 5 (Liquor Store). Retail sale for off site consumption is allowed. Tasting times and sizes are limited.

Additional Background A current Class 5 licensee is interested in opening a speciality craft brew tasting room. Only speciality craft brews can be served for on and off premise consumptions. Number of craft brews available for tasting will be limited as will serving sizes.

Recommendation Approve

Type Ordinance

i. **Zoning Text Amendment - Escrow Funds & Zoning Verification Fees**

Board to consider an ordinance amending the Zoning Code to allow the Village to collect escrow funds for zoning applications when necessary and to charge fees for official zoning verification letters.

Background Of Subject Matter The Community Development Department has begun using 3rd party consultants for engineering and landscape plan reviews for zoning applications. A system for collecting money from applicants to cover these Village expenses should be established.

Additional Background Fees for zoning verification letters would only be charged for requests that require substantial staff research for a property to establish non-conformities, zoning approvals, occupancies, etc... Other ministerial changes are also proposed.

Recommendation Approve

Type Ordinance

Budgeted N/A

j. **Parking Text Amendment**

Board to consider an ordinance approving the following text amendments to the Westmont Code of Ordinances:

1. Amendment to Section 78-322 "Parking for a downtown B-1 business district employee parking permit holder".
2. Amendment to Section 78-349 "Time limits; monthly leases".

Background Of Subject Matter These changes will allow for commuter parking for motorcycles/motor scooters, increase commuter parking permit fees effective 1/1/2020 for other motor vehicles, and update locations for downtown business employee parking.

Type Ordinance

Budgeted Yes

Documents:

k. **Water Rate Adjustment**

Board to consider an ordinance amending water rates.

<i>Background Of Subject Matter</i>	This increase will be effective on the first bill issued after 6/1/2019. As discussed at committee meetings, to continue to provide for infrastructure needs, the Village must increase water rates by \$0.40 per year over the next few years.
<i>Additional Background</i>	In addition, this increase includes passing on increase in cost to our water from the DuPage Water Commission.
<i>Type</i>	Ordinance
<i>Budgeted</i>	Yes

Documents:

[WATER RATE COMPARISON - 2019-06-01.PDF](#)

l. **PW Facility Bond Series 2019A**

Board to consider an ordinance authorizing the issuance of General Obligation Bonds (Income Tax Alternate Revenue Source), Series 2019A of the Village of Westmont, DuPage County, Illinois, in an aggregate principal amount not to exceed \$10,000,000, in one or more series, for the purpose of financing the acquisition, construction, installation and rehabilitation of various capital related projects, including, but not limited to, certain improvements to the public works facility within the Village and paying certain costs of issuance of the Bonds, and providing for the levy of a direct annual tax sufficient to pay the principal of and interest on said bonds.

<i>Background Of Subject Matter</i>	This establishes the parameters for the portion of the PW Facility Bonds that will be repaid through revenues and savings primarily from the general and capital funds.
<i>Type</i>	Ordinance
<i>Budgeted</i>	Yes

Documents:

[DRAFT VILLAGE OF WESTMONT GO BONDS 2019A PARAMETERS ORDINANCE.PDF](#)

m. **PW Facility Bond Series 2019B**

Board to consider ordinance authorizing the issuance of General Obligation Bonds (Waterworks Alternate Revenue Source), Series 2019B of the Village of Westmont, DuPage County, Illinois, in an aggregate principal amount not to exceed \$7,500,000, in one or more series, for the purpose of financing the acquisition, construction, installation and rehabilitation of various capital related projects, including, but not limited to, certain water system-related improvements to the public works facility within the Village and paying certain costs of issuance of the Bonds, and providing for the levy of a direct annual tax sufficient to pay the principal of and interest on said bonds.

<i>Background Of Subject Matter</i>	This establishes the parameters for the portion of the PW Facility Bonds that pledges water revenues as a potential repayment source.
<i>Type</i>	Ordinance

Budgeted Yes

Documents:

[DRAFT VILLAGE OF WESTMONT GO BONDS 2019B PARAMETERS ORDINANCE.PDF](#)

n. **Bond Disclosure Compliance Policy**

Board to consider a resolution adopting a disclosure compliance policy of the Village of Westmont, DuPage County, Illinois.

Background Of Subject Matter As part of the bond issuance, the council for our financial advisor has requested that the Village adopt a resolution regarding compliance procedures.

Type Resolution

Documents:

[DRAFT DISCLOSURE POLICY.PDF](#)

o. **Clerical Amendment To Mayor & Clerk Compensation Ordinance**

Board to consider an ordinance correcting a clerical error in the compensation ordinance for the Mayor and Village Clerk.

Background Of Subject Matter The ordinance establishing the compensation of the Mayor & Clerk mistakenly included compensation of \$150 per special meeting attended. The proposed ordinance eliminates this special meeting compensation as it was never intended to be included.

Additional Background The Mayor and Clerk have never received payments for attending special meetings beyond their annual compensation. This ordinance corrects a clerical error in the original ordinance.

Recommendation Approve

Type Ordinance

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.