



Village Board Meeting
November 3, 2022
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**

- o Mayor
- o Clerk
- o 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 a motion approving the minutes of the Village Board meeting held on October 20, 2022.

*Background Of
Subject Matter*

Required Parliamentary Procedure

Type

Motion

Documents:

[2022-10-20 VILLAGE BOARD MEETING MINUTES \(1\).PDF](#)

b. **Finance Ordinance**

i. **Finance Ordinance #14**

Total to be announced at meeting.

Background Of *
Subject Matter
Type Motion

c. **Purchase Orders**

i. **23201336**

DUPAGE CONVENTION & VISITORS BUREAU \$35,599.00

Background Of FY23 Municipal Contribution
Subject Matter
Type Purchase Order
Budgeted Yes

Documents:

[23201336.PDF](#)

ii. **23201380**

BAXTER & WOODMAN, INC. \$40,000.00

Background Of 2022/2023 GIS Consulting Services
Subject Matter
Type Purchase Order
Budgeted Yes

Documents:

[23201380.PDF](#)

iii. **23201381**

VISU-SEWER OF ILLINOIS, LLC \$29,779.00

Background Of 10" storm sewer CIPP
Subject Matter
Type Purchase Order
Budgeted Yes

Documents:

[23201381 \(1\).PDF](#)

iv. **23201382**

VIXEN CONSTRUCTION, INC. \$188,764.45

Background Of Gateway Sign - Cass Ave. & 67th St.
Subject Matter
Type Purchase Order
Budgeted Yes

Documents:

[23201382.PDF](#)

v. **23201421**

Morton Salt, Inc. \$60,704.00

Background Of Subject Matter Road Salt - DuPage County
Type Purchase Order
Budgeted Yes

Documents:

[23201421.PDF](#)

vi. **23201422**

Winkler Services LLC. \$69,941.00

Background Of Subject Matter Cyclic Parkway Tree Pruning
Type Purchase Order
Budgeted Yes

Documents:

[23201422.PDF](#)

vii. **Total Of Purchase Orders**

\$424,787.45

Background Of Subject Matter *
Type Purchase Order

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

Total to be announced at meeting.

Background Of Subject Matter *
Type Motion

e. **Community Events**

i. **2022 Westmont Holly Days**

Board to consider an ordinance approving the following requests from the Westmont Holly Days Committee for the 2022 Westmont Holly Days Opening Ceremony on December 3, 2022.

- o Permit amplified sound in downtown business district near Westmont Centre 4pm to 7pm
- o Close Cass Avenue from Naperville Road to Richmond, from 4:30pm to 7:30pm, for the Holly Days Parade

- o Close West Quincy Street from Cass Avenue to Adams, from 3pm to 8pm, for the Holly Days Parade
- o Close North Linden from Burlington to Chicago Avenue for parade staging area 3pm to 7pm

Background Of Subject Matter The Holly Days Festival is co-sponsored by the Village of Westmont. Parade route is the same as last year and will end at West Quincy.

Type Ordinance

Documents:

[COMMUNITY EVENTS PERMIT REQUEST APPLICATION - 2022 WESTMONT HOLLY DAYS.PDF](#)
[2022 HOLLY DAYS PARADE MAP - PDF.PDF](#)

f. **Proclamation - Dementia Friendly Awareness Day**

Board to consider a proclamation for Dementia Friendly Awareness Day.

Background Of Subject Matter *

Type Proclamation

Documents:

[2022 DEMENTIA FRIENDLY AWARENESS DAY PROCLAMATION.PDF](#)

8. Unfinished Business

9. New Business

a. **Proposed Aggregate Tax Levy**

Board to consider a motion determining the proposed aggregate tax levy.

Background Of Subject Matter The Tax Cap law allows revenues to increase by CPI (5.0%) & new growth, which we expect to capture by levying a 6.97% increase. The proposed aggregate levy is \$10,014,832.

Type Motion

Budgeted N/A

b. **Proposed Aggregate Tax Levy - Westmont Special Service Area 2**

Board to consider a motion determining the proposed aggregate tax levy for Westmont Special Service Area 2.

Background Of Subject Matter The Village performs fire protection services for the area formerly served by the North Westmont Fire Protection District and receives compensation through a special service area.

Additional Background It was agreed that the levy would increase over a period of time to approximate the rate paid by residents for fire and ambulance services. This year's levy is \$103,801, a 8.77% increase.

Type Motion

Budgeted N/A

c. **B-1 Permit - My First Debut Photography At 110 South Cass Avenue**

Board to consider an ordinance approving a B-1 Development Permit for My First Debut, LLC, to operate a photography studio at 110 South Cass Avenue.

Background Of Subject Matter Ms. Britney Mirra requests approval to operate a photography studio specializing in newborns and families out of this location.

Additional Background Photography will be conducted in the approximately 1300 square-foot space on an appointment basis, typically between 9am and 4pm Monday thru Saturday. Additional photographers and staff will be brought in as the business needs increase.

Type Ordinance

Documents:

[110 S CASS AVE MY FIRST DEBUT.PDF](#)

d. **Citywide Home Health And Home Care Office - 210 North Cass Avenue Units A&B**

Board to consider an ordinance approving requests from Citywide Home Health and Home Care Services, Inc., regarding the property at 210 North Cass Avenue, Units A&B, for the following:

1. Special Use Permit for an office located on the ground floor in the B-1 Limited Business District.
2. B-1 Development Permit.

Background Of Subject Matter Petitioner requests approval of both a Special Use Permit and B-1 Development Permit to operate an administrative office. Both are required to operate a ground floor office in the B-1 District when the office area is larger than 1,000 square feet.

Additional Background Two businesses under the same ownership will operate the clerical offices for home health care services. With approximately four employees and office hours weekdays from 9am to 5pm, the use will occupy space historically used as offices.

Recommendation At its meeting on October 12, 2022, the Planning and Zoning Commission recommended approval of the Special Use Permit.

Type Ordinance

Documents:

[210 N CASS AVE AB APP AND SUPPORTING DOCS.PDF](#)
[2022-11-03 210 N CASS AVE AB BOARD MEMO AND FOF.PDF](#)

e. **Fritz Werley Park Consolidation - 490 North Warwick Avenue**

Board to consider an ordinance approving requests from the Westmont Park District, regarding the property located at 490 North Warwick Avenue (Fritz Werley Park) (see additional included properties below), for the following:

1. Preliminary and Final Plat of Subdivision to consolidate five (5) lots into one (1) lot in the R-3 Single Family Detached Residence District.

2. Westmont Land Development Ordinance Variance for relief from both the installation and cash-in-lieu contribution of required land improvements.

More Common Locations: 412, 414, 416, 418 and 490 North Warwick Avenue

Background Of Subject Matter	The petitioner proposes the consolidation of Fritz Werley Park with the properties located to the south, which include both a newly acquired residential lot and the lots previously owned and improved by the Village for stormwater detention.
Additional Background	The consolidation is to create one lot owned by the Park District. If future park improvements are proposed, a Special Use Permit approval may be required. With no planned public improvements, a variance to the requirement must accompany the approval.
Recommendation	At its meeting on October 12, 2022, the Planning and Zoning Commission recommended approval of both the Preliminary Plat and the requested Variance.
Type	Ordinance

Documents:

[FRITZ WERLEY PRELIM AND FINAL PLAT.PDF](#)
[2022-11-03 BOARD MEMO AND APP.PDF](#)

f. Increase In Available Class 4 Liquor Licenses

Board to consider an ordinance increasing the number of available Class 4 liquor licenses by one for Greek Food Inc d/b/a Taste Greek Street Food at 645 N. Cass Avenue.

Background Of Subject Matter	After forfeiting their liquor license 1-2 years ago due to COVID issues, and now due to change in ownership, Greek Food Inc. is reapplying for their old Class 4 Liquor License. The background review indicated they are eligible for a liquor license.
Additional Background	There are two new and one previous owner on this application. The previous license was voluntarily forfeited. They are eligible to receive a license should the liquor commissioner be inclined to issue one.
Recommendation	approval
Type	Ordinance

g. Temporary Class 4 Liquor License

Board to consider an ordinance approving the Liquor Commissioner's issuance of a temporary Class 4 Liquor License to Sushi House Ltd, 830 E. Ogden Ave, Westmont, IL 60559.

Background Of Subject Matter	Due to a change in ownership, a temporary liquor license is required to allow for the sale and service of alcohol for a 90 day period.
Additional Background	A formal background check will be conducted before the issuance of a permanent license to Sushi House Ltd.
Type	Ordinance

Documents:

[CHAPTER 10 - OWNERSHIP CHANGE.PDF](#)

h. Amendments To Tobacco And Alcohol Penalties

Board to consider an ordinance amending Chapter 22, Article XIII, Division 5 of the Westmont Code of Ordinances regarding penalties for tobacco violations and amending Chapter 10, Article V of the Westmont Code of Ordinances regarding penalties for alcohol violations.

Background Of Subject Matter These amendments establish a fine schedule for violations by tobacco and alcohol licensees, establish the amount of hearing costs for such violations, and make other related amendments thereto.

Additional Background The benefits of an established fine schedule include advance warning to license holders, and the elimination of potential fluctuations in fine amounts from case to case.

Type Ordinance

Documents:

[WESTMONT TOBACCO FINE AMENDMENTS \(1\).PDF](#)

[WESTMONT ALCOHOL FINE AMENDMENTS.PDF](#)

i. Engineering Agreement - Phase 1 Engineering For The Oakmont Outfall

Board to consider an ordinance authorizing an engineering agreement with Primera Engineering for Phase 1 Investigation and the Concept/Preliminary Design for the outfall moving east to the discharge point in the detention basin along Route 83.

Background Of Subject Matter Request to approve the sum of \$27,650.00 for Phase 1 Investigation, including environmental and utility coordination and the development of the concept and preliminary design for the project.

Recommendation Staff recommends approval of this proposal in the amount of \$27,650.00 for Phase 1 Investigation and Design Engineering.

Type Ordinance

Budgeted Yes

Budgeted Explanation The Village budgeted \$100,000.00 for Phase 1 and 2 Engineering for this project.

Documents:

[OAKMONT OUTFALL - WESTMONT ENGINEERING PROPOSAL.PDF](#)

j. Engineering Agreement - Phase 1 And Phase 2 Design Engineering For Traube Avenue Roadway & Stormwater Improvements

Board to consider an ordinance authorizing an engineering agreement with Primera Engineering for Phase 1 and Phase 2 Design Engineering for Traube Avenue Roadway and Stormwater Improvements.

Background Of Subject Matter	Request to approve the sum of \$122,180.00 for Phase 1 and Phase 2 Design Engineering for the Traube Avenue Roadway and Stormwater Improvements.
Additional Background	This agreement will include meeting coordination, site investigation, and preliminary and final design and bid document preparation for Traube Avenue from Cass to Park and on Grant Street from Traube Avenue north approximately 200 feet.
Recommendation	Staff recommends approval of this proposal in the amount of \$122,180.00 for Phase 1 and Phase 2 Design Engineering.
Type	Ordinance
Budgeted	Yes
Budgeted Explanation	The design engineering for this project was budgeted at \$100,000.00; however, because other projects have come in under budget the Village is able to fund the design engineering for this project.

Documents:

[PRIMERA PHASE 1 AND 2 PROPOSAL.PDF](#)

k. Engineering Agreement - Grade Separated Pedestrian Crossing Alternatives Analysis Study

Board to consider an ordinance authorizing an engineering agreement with TYLin for a Grade Separated Pedestrian Crossing Alternatives Analysis for the METRA Train Station in downtown Westmont.

Background Of Subject Matter	Request to approve the sum of \$129,146.00 for a Grade Separated Pedestrian Crossing Alternatives Analysis for the METRA Train Station in downtown Westmont.
Additional Background	This project will include meetings, field visits, pedestrian crossing alternatives for under/overpasses in three locations and one at grade crossing at a single location. Also includes the concept plan and a construction cost estimate.
Recommendation	Staff recommends approval of this proposal in the amount of \$129,146.00 for the engineering services for a Grade Separated Pedestrian Crossing Alternatives Analysis for the METRA Train Station in downtown Westmont.
Type	Ordinance
Budgeted	Yes
Budgeted Explanation	The Village budgeted \$100,000.00 for this project; fortunately, other projects have come in under budget and as a result, the Village can approve this Agreement.

Documents:

[GRADE SEPARATED PEDESTRIAN CROSSING AA SOW WESTMONT FINAL V2.PDF](#)
[GRADE SEPARATE PEDESTRIAN CROSSING AA WESTMONT TYLI FEE ESTIMATE FINAL.PDF](#)

l. Award Of Bid Proposal - Pasquinelli Lighting Project

Board to consider an ordinance awarding the bid proposal from Utility Dynamics Corporation for the Base Bid and Alternate #1 Pasquinelli Lighting improvements

and authorizing a contract consistent with the bid documents.

Background Of Subject Matter	The Village accepted bid proposals from two contractors for the Pasquinelli Lighting Project. The low bidder was Utility Dynamics Corporation with a low Base Bid of \$343,498.00 and Alternate #1 bid of \$88,840.00, for a total bid of \$432,338.00.
Additional Background	The project includes installation of conduit, wiring, control cabinets and replacement of light poles. Base bid work is from Pasquinelli Dr., Ogden to 35th, including Oak Hill Dr. and Oakmont Ln. Alternate #1 is for Oakmont Ln. west of Pasquinelli Dr.
Recommendation	Staff recommends awarding the bid in the amount of \$432,338.00 to Utility Dynamics Corporation.
Type	Ordinance
Budgeted	Yes
Budgeted Explanation	The Village budgeted \$1,000,000.00 for this project. The bid came in at 56% below budget.

Documents:

[PASQUINELLI LIGHTING - BID RECOMMENDATION LETTER.PDF](#)

[PASQUINELLI LIGHTING - BID TAB - FINAL.PDF](#)

m. **Consultant Contract - Downtown Incentives**

Board to consider an ordinance approving a contract with Savoy Consulting Group LLC to evaluate the Village's downtown incentive programs and to make recommendations.

Background Of Subject Matter	Mr. Savoy will provide recommendations on the structure of grants for businesses and properties in the downtown.
Recommendation	Approval.
Type	Ordinance
Budgeted	Yes

n. **Building And Fire Code Adoption**

Board to consider an ordinance adopting the ICC 2021 Model Codes with local amendments and approving related codes and amendments.

Background Of Subject Matter	Current model building codes are over 10 years old. Related municipal code sections are no longer required or are considered outdated based on construction trends.
Recommendation	Approval.
Type	Ordinance

Documents:

[WESTMONT MUNICIPAL CODE CHAPTER 18 ARTICLE III ARTICLE V ARTICLE X PROPOSED TEXT AMENDMENTS RELATED TO CODE UPDATES REV 10-25-2022.PDF](#)

o. **Amendment To Agreement With Fire Recovery USA, Inc.**

Board to consider an ordinance approving an Amendment to the Agreement with Fire Recovery USA, Inc. for increased fees for specialized fire/emergency responses.

Background Of Subject Matter The Village approved an agreement with Fire Recovery USA, Inc. in 2016 which allowed the Fire Dept to use their services for specialized fire/emergency responses, such as car extractions, water rescue services, etc.

Additional Background This amendment increases the fees for such services, which are pass through fees to the recipient of services. These fees have not increased since 2016. These fees are codified in amendments to the International Fire Code.

Recommendation Approve

Type Ordinance

Documents:

[WESTMONT FIRE RECOVERY USA FEE SCHEDULE 2022.PDF](#)

p. **Surplus Property - Westmont Fire Department**

Board to consider an ordinance declaring the attached inventory list from Westmont Fire Department of outdated/unusable equipment as surplus property.

Background Of Subject Matter *

Type Ordinance

q. **Termination Of Agreements And Ordinances - 1 N. Cass Avenue**

Board to consider an ordinance terminating the following agreements with Westmont Apartments LLC and repealing the following ordinances for the proposed development of 1 N. Cass Avenue and surrounding properties:

1. Termination of Economic Development Agreement.
2. Termination of Real Estate Sales and Purchase Agreement.
3. Termination of Development Agreement.
4. Repeal of Ordinance No. 2021-46, An ordinance approving an economic development agreement.
5. Repeal of Ordinance No. 2021-47, An ordinance authorizing a real estate sales and purchase agreement.
6. Repeal of Ordinance No. 2021-48, An ordinance approving the vacation of certain public rights-of-way.
7. Repeal of Ordinance No. 2021-49, An ordinance approving a site plan, landscaping plan, preliminary plat of subdivision, zoning map amendment, special use permits, variances, and a development agreement.
8. Repeal of Ordinance No. 2022-40, An ordinance approving a final plat of

subdivision.

Background Of Subject Matter	The above-listed agreements & ordinances were conditioned on the developer/purchaser simultaneously closing on the purchase of 1 N. Cass & surrounding properties & closing on its construction loan.
Additional Background	The developer/purchaser was unable to obtain financing & unable to timely close on these transactions. These agreements & ordinances all provide the Village with the right to terminate/repeal in the event that closing did not occur.
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.