



**Village Board Meeting**  
**January 12, 2023**  
**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
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 December 15, 2022.

<i>Background Of Subject Matter</i>	Required Parliamentary Procedure
<i>Type</i>	Motion

*Documents:*

[2022-12-15 VILLAGE BOARD MEETING MINUTES.PDF](#)

b. Finance Ordinance

i. Finance Ordinances #18 & #19

Totals to be announced at the meeting.

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

c. Purchase Orders

i. PO 23201840

CATTANEO ELECTRIC COMPANY \$92,017.36

<i>Background Of</i>	Electric work - Addington Plaza
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**Subject Matter**

**Type** Purchase Order

**Budgeted** Other

**Budgeted Explanation** Not specifically in the current year budget but funds are available.

**Documents:**

[23201840.PDF](#)

ii. **PO 23201841**

Safe Step LLC \$25,000.00

**Background Of Subject Matter** Concrete sidewalk cutting

**Type** Purchase Order

**Budgeted** Yes

**Documents:**

[23201841.PDF](#)

iii. **PO 23201842**

CURRIE MOTORS \$60,443.00

**Background Of Subject Matter** 2023 Ford F-250 4 x 4 Super Cab w/plow (Replacing #138)

**Type** Purchase Order

**Budgeted** Yes

**Documents:**

[23201842.PDF](#)

iv. **PO 23201843**

Currie Motors \$59,340.00

**Background Of Subject Matter** 2023 Ford F-250 4 x 4 Super Cab (Replacing #114)

**Type** Purchase Order

**Budgeted** Yes

**Documents:**

[23201843.PDF](#)

v. **PO 23201873**

Luxica LLC - 11 Series \$53,000

**Background Of Subject Matter** Economic Development Agreement (EDA) for TIF assistance payment to developer.

<b>Additional Background</b>	Village Board approved EDA March 12, 2020
<b>Type</b>	Purchase Order
<b>Budgeted</b>	Yes

**Documents:**

[23201873.PDF](#)

vi. **Total Of Purchase Orders**

\$289,800.36

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

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

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

**8. Unfinished Business**

**9. New Business**

a. **B-1 Permit - Agsant Insurance Group At 134 North Cass Avenue**

Board to consider an ordinance approving a B-1 Development Permit for Agsant Insurance Group, Inc., to operate an insurance office at 134 North Cass Avenue.

<b>Background Of Subject Matter</b>	Ms. Lourdes Martinez has purchased the property and requests approval to operate an office focused on commercial and personal insurance coverage. The business anticipates 2-3 employees and office hours of 10am to 5pm weekdays and 2pm on Saturdays.
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<b>Additional Background</b>	The 600 square-foot vacant space was previously occupied by a travel and insurance agency. An office is a permitted use in the B-1 Zoning District without a Special Use Permit approval when the floor area is under 1,000 square feet.
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<b>Type</b>	Ordinance
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**Documents:**

[134 N CASS B1 AGSANT INSURANCE.PDF](#)

b. **L Boutique & Spa - 124 North Cass Avenue**

Board to consider an ordinance approving requests from L Boutique & Spa, LLC, regarding the property at 124 North Cass Avenue, for the following:

1. Special Use Permit for a beauty parlor located on the ground floor in the B-1 Limited Business District.
2. B-1 Development Permit.

<b>Background Of Subject Matter</b>	Petitioner requests approval of both a Special Use Permit and B-1 Development Permit to operate a beauty spa in the 3,750 square-foot building. Services offered include nail services, waxing, facials, and sale of clothing and skin products.
<b>Additional Background</b>	In August of 2022 the petitioner purchased the property at 124 North Cass Avenue, which had historically operated as D. Pollock Glass and Mirror until its recent closure. A building permit will be required to build-out the space for the new use.
<b>Recommendation</b>	At its meeting on December 14, 2022, the Planning and Zoning Commission recommended approval of the Special Use Permit.
<b>Type</b>	Ordinance

**Documents:**

[124 N CASS AVE BOARD MEMO AND FOF.PDF](#)

[124 N CASS APP AND SUPPORTING DOCS.PDF](#)

**c. Partial Refund - Annual Liquor License Fee**

Board to consider authorizing a refund in the amount \$750 from the 2022 liquor license fee paid by Testa Inc d/b/a Del Carmen Restaurant at 214 East Chicago Avenue.

<b>Background Of Subject Matter</b>	Del Carmen has been trying to open a sit down restaurant area in their operations. A liquor license was applied for and paid in 2021 and again in 2022. Due to COVID and other issues the new space never opened and alcohol has not been sold.
<b>Additional Background</b>	Del Carmen is asking for a refund of their 2022 liquor license fee (\$1,500). A partial refund of \$750.00 is recommended. Del Carmen is not seeking any refunds for their 2021 liquor license fee. The sit down area is ready and should open soon in 2023.
<b>Recommendation</b>	Approval
<b>Type</b>	Ordinance

**d. Engineering Agreement - Phase 2 Design Engineering For 65th Street Sidewalk Improvements**

Board to consider an ordinance authorizing an engineering agreement with Primera Engineering for Phase 2 Design Engineering for the 65th Street Sidewalk Improvements.

<b>Background Of Subject Matter</b>	Request to approve the sum of \$24,080.00 for Phase 2 Design Engineering for the 65th Street Sidewalk Improvements.
<b>Additional Background</b>	This agreement will include topographic survey, design alternatives and recommendations, permitting, detailed design, specifications and special provisions, cost estimates and bidding assistance, on 65th Street from Fairview to Schramm.
<b>Recommendation</b>	Staff recommends approval of this proposal in the amount of \$24,080.00 for Phase 2 Design Engineering.
<b>Type</b>	Ordinance
<b>Budgeted</b>	No
<b>Budgeted Explanation</b>	The design engineering for this project was not included in the FY 2023 budget; however, because other projects are not

proceeding, the Village is able to fund design engineering for this project.

**Documents:**

[65TH STREET SIDEWALK ENGINEERING PROPOSAL.PDF](#)

e. **Engineering Agreement - Phase 2 Design Engineering For 2023 MFT Resurfacing Project**

Board to consider an ordinance authorizing an engineering agreement with Primera Engineering for Phase 2 Design Engineering for the 2023 MFT Resurfacing Project.

<b>Background Of Subject Matter</b>	Request to approve the sum of \$31,610.00 for Phase 2 Design Engineering for the 2023 MFT Resurfacing Project.
<b>Additional Background</b>	This agreement will include meeting coordination, site visit and data gathering, preparation of exhibits and quantities, bid documents, technical specifications, cost estimate and bidding assistance.
<b>Recommendation</b>	Staff recommends approval of this proposal in the amount of \$31,610.00 for Phase 2 Design Engineering.
<b>Type</b>	Ordinance
<b>Budgeted</b>	No
<b>Budgeted Explanation</b>	The design engineering for this project was not included in the FY 2023 budget; however, because other projects are not proceeding, the Village is able to fund design engineering for this project.

**Documents:**

[2023 MFT RESURFACING PHASE 2 ENGINEERING PROPOSAL.PDF](#)

f. **Text Amendment To Zoning Ordinance Section 5.03 For Annexed Land**

Board to consider an ordinance approving a text amendment to Section 5.03 of the Zoning Ordinance to change the default zoning designation for properties annexed into the Village from R-1 Single Family Detached Residence District to R-3 Single Family Detached Residence District.

<b>Background Of Subject Matter</b>	Currently, Section 5.03 states that land annexed to the Village is assigned a "R-1 Single Family Detached Residence District" zoning. The R-1 District is the most restrictive classification, yet the preferred residential designation is the R-3 District.
<b>Additional Background</b>	The proposed zoning ordinance amendment is to change the default zoning designation for properties annexed into the Village. The amendment will allow for annexed land to be immediately zoned R-3 Single Family Detached Residence District.
<b>Recommendation</b>	The Planning and Zoning Commission will consider this item at its meeting on January 11, 2023. An update on the recommendation will be provided with the presentation to the Village Board.
<b>Type</b>	Ordinance

**Documents:**

[2023-01-12 BOARD MEMO - ANNEXED LAND TA.PDF](#)

g. **Personnel Code Text Amendment**

Board to consider an ordinance approving multiple text amendments to Chapter 62 - Personnel of the Westmont Code of Ordinances.

<b>Background Of Subject Matter</b>	The majority of the requested modifications are due to legislative changes or administrative updates.
<b>Additional Background</b>	The changes to Sec. 62-99 are related to an employee benefit that was approved in the FY 2022-23 budget.
<b>Recommendation</b>	Staff recommends approval of the ordinance to amend the personnel code.
<b>Type</b>	Ordinance
<b>Budgeted</b>	N/A

h. **2023 DMMC Legislative Action Program Resolution**

Board to consider a resolution to support the DuPage Mayors and Managers Conference 2023 Legislative Action Program.

<b>Background Of Subject Matter</b>	The DMMC legislative committee annually prepares legislative priorities to focus the work of the conference. The program is then adopted by the Board of Directors and each member community.
<b>Type</b>	Resolution

**Documents:**

[DMMC 2023 LAP.PDF](#)

[2023 DMMC SUPPORT LEGISLATION RESOLUTION.PDF](#)

i. **2021-22 Annual Comprehensive Financial Report**

Board to consider an ordinance accepting the FY 2021-22 Annual Comprehensive Financial Report (ACFR).

<b>Background Of Subject Matter</b>	The ACFR for FY 2021-22 is ready for acceptance by the Board. This report for the Fiscal Year, May 1, 2021 through April 30, 2022, is prepared in accordance with Generally Accepted Accounting Principles.
<b>Type</b>	Ordinance

**Documents:**

[FISCAL YEAR 2022 ANNUAL COMPREHENSIVE FINANCIAL REPORT.PDF](#)

**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.*