

Village of Lombard

*Village Hall
255 East Wilson Ave.
Lombard, IL 60148
villageoflombard.org*



Meeting Agenda

Thursday, October 6, 2011

7:30 PM

Village Hall Board Room

Village Board of Trustees

Village President: William J. Mueller

Village Clerk: Brigitte O'Brien

Trustees: Greg Gron, District One; Keith Giagnorio, District Two;

Zachary Wilson, District Three; Peter Breen, District Four;

Laura Fitzpatrick, District Five; and Bill Ware, District Six

I. Call to Order and Pledge of Allegiance**II. Roll Call****III. Public Hearings****IV. Public Participation**

[110597](#) Award of Valor Presentation - Sergeant William Collins, Officer Paul Coy and Officer Alex Rojas

Attachments: [pdawardofvalor1062011.doc](#)

[110601](#) Presentation - VFW & American Legion

Attachments: [yfwpresentation1062011.doc](#)

[110602](#) Proclamation - Fire Prevention Week

[110603](#) Proclamation - Lights on After School

Attachments: [proclightsonafterschool2011.doc](#)

[110627](#) Presentation - 2011 Senior of the Year Award Recipients

Attachments: [SOY - Female.pdf](#)

[SOY - Male.pdf](#)

V. Approval of Minutes**VI. Committee Reports**

Community Relations Committee - Trustee Keith Giagnorio, Chairperson

Economic/Community Development Committee - Trustee Peter Breen, Chairperson

Environmental Concerns Committee - Trustee Laura Fitzpatrick, Chairperson

Finance Committee - Trustee Greg Gron, Chairperson

Public Works Committee - Trustee Bill Ware, Chairperson

Transportation & Safety Committee - Trustee Zach Wilson, Chairperson

Board of Local Improvements - Trustee Greg Gron, President

Community Promotion & Tourism - President William J. Mueller, Chairperson

Lombard Historical Commission - Clerk Brigitte O'Brien

VII. Village Manager/Village Board Comments

VIII Consent Agenda

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Payroll/Accounts Payable

- A. [110581](#) Approval of Village Payroll
For the period ending September 10, 2011 in the amount of \$849,426.02.
- B. [110582](#) Approval of Accounts Payable
For the period ending September 16, 2011 in the amount of \$703,443.18.
- C. [110590](#) Approval of Accounts Payable
For the period ending September 23, 2011 in the amount of \$1,868,546.48.
- D. [110612](#) Approval of Village Payroll
For the period ending September 24, 2011 in the amount of \$802,799.85.
- E. [110613](#) Approval of Accounts Payable
For the period ending September 30, 2011 in the amount of \$217,040.72.

Ordinances on First Reading (Waiver of First Requested)

- F. [110492](#) Ordinance Amending Title 3, Chapter 36, Section 36.01 of the Lombard Village Code
Authorizing a change in the Village's fiscal year to a calendar year.
Attachments: [110492.2BOT10_06_11.pdf](#)
[Ordinance 6652.pdf](#)
[110492Coverpage.pdf](#)
- G. [110585](#) Sale of Surplus Equipment
Declaring five Village vehicles as surplus property and authorizing their sale at America's Auto Auction Chicago. Staff is requesting a waiver of first reading.
Attachments: [110585 BOT 10-6-11.pdf](#)
[Ordinance 6653.pdf](#)
[110585Coverpage.pdf](#)
- H. [110586](#) Tax Levy Ordinance - Special Service Area Number Three
Levying and assessing taxes for Special Service Area Number Three which was established for the property owners served by the traffic signal located at 800 E. Roosevelt Road. (DISTRICT #6)

Attachments: [110586BOT10_06_11.pdf](#)
[Ordinance 6654.pdf](#)
[110586Coverpage.pdf](#)
[SSA 3.pdf](#)

- I. [110588](#) Abatement of a Portion of the 2003 Property Tax Levy for Special Service Area #2
Ordinance providing for the abatement of a portion of the 2003 Property Tax Levy for Special Service Area #2 in the amount of \$4,000.00. Staff is requesting waiver of first reading.

Attachments: [110588Coverpage.pdf](#)
[SSA 2.pdf](#)
[Ordinance 6655](#)

Other Ordinances on First Reading

- J. [110474](#) PC 11-20: Comprehensive Plan Amendment
The Village of Lombard requests the approval of amendments to the Village Comprehensive Plan pertaining to senior housing. (DISTRICTS - ALL)

Attachments: [Ordinance 6658.pdf](#)
[110474BOT10_6_11.pdf](#)
[110474Coverpage.pdf](#)

Christopher Stilling, Assistant Director of Community Development, presented the petition. The Senior Housing Plan aims to provide an all-inclusive look at the Village's policies and resources related to senior housing. The purpose of the Plan is to develop a detailed inventory of senior housing properties within the Village of Lombard, analyze demographic information to anticipate future senior housing needs, and examine recent trends in senior housing. Senior housing is an important issue as the proportion of seniors continues to increase relative to the rest of the population within Lombard, DuPage County, the State of Illinois, and the nation as a whole.

Staff completed a draft version of the Plan in April 2011. The inventory portion included designated senior housing, affordable senior housing, and other housing occupied by seniors. Discussed trends include housing types, reverse mortgages, service orientation, and affordability. On August 8, 2011, the Community Relations Committee reviewed the draft plan. The Committee was supportive of the plan, and members provided additional information regarding DuPage County housing resources.

The Village can expect to see additional proposals for senior housing developments in the future, such as The Pointe at Lombard. The Pointe was approved in 2005 for a mixed-use building in downtown Lombard with 78 independent-living units. Although this project was not constructed due to the collapse of the housing market, it shows a perceived need for senior housing on the part of the development community.

Senior housing is currently permissible in all of the Village's residential zoning districts, which regulate land use by the type of structure rather than the age of

the occupants. Mid-rise senior housing projects are allowed by right in the R4, R5, and R6 zoning districts. Mixed-use senior housing projects greater than two stories in height, such as the planned The Pointe at Lombard senior apartment/restaurant concept, are allowed by right in the B5 Central Business District and may be allowed in the B4, B4A, and B5A Districts.

Future development approvals should ensure that senior housing developments are appropriately scaled for the area in which they are located to ensure maximum compatibility. Independent living facilities in particular should be designed to be integrated into the neighborhood rather than set apart. Future senior housing developments should take into consideration the high rate of emergency medical service calls generated by these types of uses and their impact on and proximity to the Lombard Fire Department. In 2008-2010, Lombard's senior living facilities accounted for more than 10 percent of the Village's EMS calls, despite housing less than four percent of the Village's population. To complement its senior housing offerings, the Village should continue its efforts with local transportation providers to maintain an accessible transit system for Lombard residents.

Chairperson Ryan asked if anyone was present to speak in favor or against the petition. There was no one to speak in favor or against the petition.

Chairperson Ryan then opened the meeting for comments among the Commissioners. The Commissioners had no comments.

***K. Downtown Lombard TIF Building Permit Grant Program (Moved to IX-A)**

Ordinances on Second Reading

- L. [110540](#) Amending Title 11, Chapter 112 of the Lombard Village Code
Decreasing the Class Z liquor licenses by one due to the closing of
Taylor Brewing Company, 717 E. Butterfield Road. (DISTRICT #3)
Attachments: [110540 BOT 09152011.PDF](#)
[Ordinance 6656.pdf](#)
[110540Coverpage.pdf](#)

Resolutions

- M. [110598](#) Human Resources Manual Revision
Revisions to the Human Resources Manual effective November 1, 2011.
Attachments: [HR MANUALfinancommfinal \(2\).docx](#)
[2011-12HRMANUALUPDATEUpdatedSept2011finance committeerev.pdf](#)
[110598 BOT 10-6-2011.pdf](#)
[R 37-11.pdf](#)
- N. [110604](#) School Liaison Officer
Resolution authorizing an Intergovernmental Agreement between the
Village of Lombard and Glenbard Township High School District #87
providing for a school liaison officer and reciprocal reporting agreement.

Attachments: [pdgecover.doc](#)
[pdgememo.doc](#)
[pdgeintgagt.doc](#)
[pdgeres.doc](#)
[R 38-12.pdf](#)
[110604BOT10-6-11.pdf](#)
[Intergovernmental Agreement with District 87 reciprocal reporting](#)

- O. [110606](#) Lombard Tax Consortium
Requesting authorization for the Village to participate in a consortium with School District 44, the Lombard Park District and the Helen Plum Library and to hire Tressler, LLP to intervene in property tax appeals where the taxpayer is seeking a reduction in the assessment of property of at least \$100,000.

Attachments: [Tax Consortium.doc](#)
[Tax Consortium 2011.pdf](#)
[R 39-12.pdf](#)
[110606BOT10-6-11.pdf](#)

- P. [110618](#) Starcom Radio Project - Police Department
Resolution authorizing a contract with DuPage ETSB/DuComm for the purchase of twelve additional mobile police radios.

Attachments: [pdradios92811.doc](#)
[pdradioscover92811.doc](#)
[pdradiosres92811.doc](#)
[R 40-12.pdf](#)
[Chnage Order 3 - Motorola Police.pdf](#)
[110618BOT9-26-11.pdf](#)

- Q. [110617](#) Starcom Radio Project - Fire Department
Resolution authorizing a contract with DuPage ETSB/DuComm for the purchase of the additional 17 portable fire radios and 13 mobile radios.

Attachments: [110617BOT09-28-11.pdf](#)
[110617cover.docx](#)
[110617memo.DOC](#)
[110617RESOLUTION.docx](#)
[110617ChangeOrderFire.pdf](#)
[110617ETSBlatter.pdf](#)
[110617Radioimage.pdf](#)
[R 41-12.pdf](#)
[Change Order 3- Motorola Fire.pdf](#)
[110617Coverpage.pdf](#)

Other Matters

- R.** [110607](#) PC Purchase
Request for a waiver of bids and award of a contract to Dell in an amount not to exceed \$47,949.00 for the purchase of fifty PC's.
Attachments: [Dell Quote 9-27-11.pdf](#)
 [Board Waiver for Dell computers 9-26-2011 \(3\).doc](#)
 [Memo to Tim dell purchase 9-26-2011 \(3\).doc](#)
 [110607BOT10-6-11.pdf](#)
- *S.** [110621](#) LTC Spooktacular Event Signage
Recommendation from the Public Works Department to approve a request from the Lombard Town Centre to place temporary banners on Village owned properties for the promotion of their Spooktacular event from October 7, 2011 through October 17, 2011. (DISTRICTS #1 & #6)
Attachments: [110621 BOT 10-6-11.pdf](#)
 [110621Coverpage.pdf](#)

***T.** [110593](#) Buckthorn Removal Project

Attachments: [110593 BOT 10-6-11.pdf](#)
[110593Coverpage.pdf](#)
[ECC110593.pdf](#)

Fitzpatrick asked Gorman to review the Buckthorn Removal Project. Gorman: Jason, Dustin and I road the trail to assess the amount of Buckthorn out there. We discovered that there is a lot of Buckthorn! I do not know if we can get it all in one collection. The project will be broken up into 3 area with Jason, Dustin and myself overseeing the crews. Dustin: have done some research on some other species that we might want to attack. Gorman: there would be a specific plan on how to remove the Buckthorn and mark it. Then eventually get out there, maybe even with some of the committee members, to use the pesticides to kill it. Fitzpatrick: put out press release about why we are removing the Buckthorn and put some photos with it. Gorman: this is totally a volunteer event. We are asking people to bring their own supplies. We also talked about girdling the trees. Dustin: the Buckthorn is now outlawed in Illinois. Jason: we could also look at the Japanese Knotweed and there is a lot of Beauty Bush.

IX. Items for Separate Action**Ordinances on First Reading (Waiver of First Requested)****Other Ordinances on First Reading*****A.** [110554](#) Downtown Lombard TIF Building Permit Grant Program
Establishing Title 3, Chapter 36, Sections 36.80 through 36.83 of the Lombard Village Code with regard to the Downtown Business Permit Grant Program. (DISTRICTS #1 & #4)

Attachments: [110554BOT10-6-11.pdf](#)
[Building Permit Grant Program PP.pdf](#)

William Heniff provided the Committee with background on the program. He stated that the Community Development Department is proposing the creation of a temporary grant program as an additional incentive to stimulate additional property owner and business investment in the Downtown Lombard Tax Increment Financing (TIF) District. After providing the Committee with the costs the Village has incurred related to TIF funds, he said that public expenditures have been exceeding private expenditures in the downtown. He noted that in 2011, outside of the tenant build-out of the Cabinet Depot store at 14 W. St Charles Road, most permits have been for minor improvements or for temporary signage. However, as one intent of the Plan is to stimulate additional private investment, staff is proposing to develop a temporary building permit fee waiver program to encourage immediate capital investment in downtown properties by existing property owners and businesses.

Mr. Heniff outlined the program details as follows:

** Existing property owners and businesses can receive a "no-fee" building permit for any capital improvements to their tenant space or property. Eligible improvements can include interior and exterior build-out and construction activities, HVAC replacement (but not repair), electrical and plumbing*

upgrades, accessibility improvements, parking lot improvements, permanent signage, windows and/or awning replacement.

* The program would not waive operational fees, such as fees for temporary signs, sandwich board signs, elevator inspections, licenses and registrations or certificates of occupancy/zoning certificates. It would also exclude construction letters of credit or bonds, fees collected by other governmental entities, court or adjudication fines or fees, or any fees associated with an application for zoning approval.

* The grant program would be eligible to properties within the Downtown Lombard TIF and located within the B5 Zoning District, stressing the focus upon business rather than residential properties. The existing or proposed land use would have to be a permitted use (or permitted through a conditional use process) in the Zoning Ordinance. The improvements would also have to be consistent with Village Codes and the Village Comprehensive Plan, of which the Downtown Plan/Guidebook is an approved component. Additionally, the program would only be eligible for properties with principal buildings greater than 35 years in age, in order to be consistent with the intent of state TIF regulations.

* The permit grant would be capped at \$2,000 per property or business establishment. In review of all permits issued this year to all potentially eligible properties, the collected building permit fees totaled \$1,281.

* The permit grant program would be available for a one-year period from the date of the approval of the program by the Village Board, or until \$20,000 has been expended through the program, whichever comes first. The time period cap is proposed to encourage more immediate investment in property enhancements, particularly in a slow real estate market. Additionally, capping the overall program would ensure that the program does not affect the Village's ability to allocate funds for other purposes in the future.

Mr. Heniff stated that while the fees would be waived to the applicant, the Village would be reimbursed through the Downtown Lombard TIF. State statutes could consider the program eligible uses for TIF funds are provided in Illinois' Tax Increment Allocation Redevelopment Act as part of building rehabilitation or renovation. He stated staff is supportive of the concept and asks for a recommendation from the ECDC to the Village Board.

Mr. McNicholas stated that Tom Masterson, a downtown property owner, could not be at the meeting tonight but wanted his concerns shared with the ECDC. He stated that Mr. Masterson does not support the program and that the Village should not be spending money on it. Mr. McNicholas asked staff 5 questions about the program:

1. How are the fees determined?
 2. Is the grant only for businesses?
 3. Can we require a minimum investment?
 4. Will the grant require other non-conformities to be addressed?
- Mr. McNicholas was concerned that this program could force property owners to make additional upgrades to their buildings.
5. Where did we get feedback/idea?

Mr. Heniff responded to each question as follows:

1. Fees are based on the work being completed; however a good "rule of thumb" is 2% of costs.
2. Yes, the grant is intended only for businesses.
3. The ECDC may include that in their recommendation.
4. The Village would only look for code upgrades that directly relate to the permit or work being done.
5. LTC, property owner discussions and downtown visioning process.

Mr. Glazier asked the Committee how this program can stimulate growth. Angel Camacho responded by stating that when he started his restaurant, the permit fee was part of his budget and that depending on the scope of work, it could be a significant cost.

Ms. Gannon asked if there is an actual cost for the Village to administer the permit. Mr. Heniff stated that the intent of a permit fee is to cover internal costs of review (staff time, etc).

Mr. McNicholas suggested that if a permit is associated with work as part of another grant program, the ECDC should review the fee grant request in conjunction with any other grant application requests.

Chairperson Breen asked if we are considering this as an amnesty program. Mr. Heniff responded by stating that if someone did work without a permit, this program could be an incentive for them to apply for a permit.

Mr. Glazier questioned the minimum building age of 35 years. Mr. Heniff responded by stating that the older buildings in downtown have a higher vacancy and this program is intended to encourage investment in those older properties to spur business activity.

Karen Stonehouse and Dan Wittington from the LTC suggested that the program be offered to all buildings, regardless of age.

Chairperson Breen summarized the discussion amongst the members, highlighting 3 changes:

1. The grant should be applicable to all commercial properties, buildings and tenant spaces regardless of age.
2. If a permit is associated with work as part of another grant program (Downtown Retail Business Grant, Restaurant Loan and Façade Grant), the ECDC will review the fee grant request in conjunction with any other grant application requests.
3. Nothing within this grant program shall be construed to mandate other code upgrades, outside the scope of work being performed or associated with the permit.

Ordinances on Second Reading

Resolutions

Other Matters

X. Agenda Items for Discussion

- A. **110620** Residential/Small Business Electricity Aggregation Referendum
Discussion of a residential/small business electricity aggregation referendum.

Attachments: Electric Agg Memo (3).doc
Electric Agg Submittal (3).doc
110620BOT10-6-11.pdf
Municipal Electric Aggregation PP.pdf

XI. Executive Session

XII. Reconvene

XIII Adjournment

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