

# Village of Lombard

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



## Meeting Agenda

**Thursday, October 20, 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****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. [110625](#) Approval of Accounts Payables  
For the period ending October 7, 2011 in the amount of \$355,687.58.
- B. [110640](#) Approval of Village Payroll  
For the period ending October 8, 2011 in the amount of \$791,733.81.

- C. [110641](#) Approval of Accounts Payable  
For the period ending October 14, 2011 in the amount of \$452,859.76.

### Ordinances on First Reading (Waiver of First Requested)

#### \*D. Budget Amendment Ordinance (Moved to IX-A)

### Other Ordinances on First Reading

### Ordinances on Second Reading

- E. [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.*

## Resolutions

- F. [110635](#) Electric Load Aggregation Referendum  
Resolution providing for and requiring the submission of a binding public question relative to the supply of electricity to residents and small commercial retail customers in the Village of Lombard.
- Attachments:** [bayerelectricloadaggregationrefmemo.doc](#)  
[bayerelectricloadaggregationrefresolution.doc](#)  
[110635BOT10-20-11.pdf](#)  
[R 42-12](#)

## Other Matters

- G. [110629](#) Lift Station Improvements, Phase 1  
Request for a waiver of bids and award of a contract to Thorne Electric Inc. in the amount of \$277,381.00. Public Act 85-1295 does not apply. (DISTRICT # 1, 2, 4, 5 & 6)
- Attachments:** [Scan001.pdf](#)  
[110629BOT10-20-11.pdf](#)  
[Contract SAN 11-03](#)
- H. [110479](#) Website Transparency Policy  
Motion approving the revised Website Transparency Policy.
- Attachments:** [110479.3BOT09 15 11.PDF](#)  
[110479 Part 1 BOT08-18-11.pdf](#)  
[110479 Part 2 BOT 08-18-11.pdf](#)  
[110479BOT10\\_20\\_11.pdf](#)  
[Transparency Policy Memorandum 8-11-11.pdf](#)

*Chairperson Breen re-introduced the proposed Website Transparency Policy*

that was previously provided to the Village Board. He apologized for the delay in approving the letter. He said staff sent out letters to 216 local groups, organizations, businesses and homeowner associations for additional input on the proposed policy and what other items should be included in the Village's website.

Mr. Heniff provided the committee with an update on the outreach efforts. He said the notification effort occurred in three ways. First, Village staff initiated the web design process update in June, 2011 when a survey was added to the website. Second, upon direction from the ECDC, staff initiated an outreach effort consisting of sending targeted letters to homeowner associations, business and broker entities and all businesses that opened a new business in Lombard since January, 2010. In total 216 letters were sent out to those parties asking for their input on the website and specifically what element they would like to see. Third, after the letters were transmitted, staff completed a telephone outreach effort to each of the entities asking that they complete the survey online or if they preferred, to complete the survey over the phone. Mr. Heniff summarized the results as follows:

- The overall response rate was 12.5% (27 responses of 216 letters sent). This response rate is lower than what is typically desired in surveys. In discussions with some of the respondents, they did not have a strong opinion regarding the website or they did not place completing the survey as a high priority. However, when staff followed up with telephone calls regarding the survey effort, most were aware of the survey but had not found the time to complete it. Staff found the response to the outreach was quite favorable.
- 21 of the 27 respondents (77.8%) to the survey were the direct result of the staff outreach to the specific association and business entities.
- Of the respondents and with regard to use of the website, the frequency of visiting the website was as follows:
  - At least one a day: 0 (0%)
  - Use 2-3 times a week: 1 (3.75%)
  - Use 2-3 times a month: 7 (25.9%)
  - Use a few times per year: 8 (29.6%)
  - Use less than a few times a year: 11 (40.7%)
- While staff also was seeking input regarding the design and ease of use of the website, determining desired content was a primary component of the ECDC outreach effort. The vast majority of respondents believe the information provided was evenly distributed among the various Village departments and that the information provided was specific. Specific comments that were provided asked for current information, including more direct links to the most popular items and inclusion of additional building permit information. One suggestion asked for more information or status updates regarding upcoming or recently approved actions, while another action asked for weather/storm information.
- When asked what they look for on the website, the respondents offered a wide variety of topics. However, most of the information was directly related to the services or programs provided by Village government.
- Most found the website design, color combination and text used to be appropriate. There was not consensus as to the amount of pictures included within the website.

· Several of the comments received are currently being implemented by staff, through a new software program. This program will allow for items such as on-line payment of bills, and building permit tracking.

· The overall comments section and the telephone survey process offered positive comments regarding the website outreach effort.

Chairperson Breen opened the meeting for discussion amongst the members. He suggested that they go through each individual point as outlined in his memo.

1. Elected & Administrative Officials

Chairperson Breen stated that this information is already on the website.

2. Meeting Information

Chairperson Breen stated that they would like to have information go back 5 years to allow for research on matters that were previously approved. He also said that meeting calendars should go out 12 months in advance. Mr. McNicholas suggested that a note should be added stating that meetings are subject to change. Ms. Baker suggested that a list of daily activities be shown on the front page of the website. Staff noted that a calendar of events is listed on the current front page. Chairperson Breen also encouraged the creation of a Village wide email system where various organizations and non-profits can send out communications to residents who sign up for the email system.

3. Public records

Chairperson Breen noted that the Village website already has this in place.

4. Budgets

Chairperson Breen stated that while the website does contain current budget information, it should go back 4 years to allow for research.

5. Financial Audits

It was noted that the Village does have some of this information but the historical data should be added. Chairperson Breen stated that interns with State Representative Nybo have offered to assist with scanning the documents.

6. Expenditures

Chairperson Breen requested that this information be put onto the website once it is approved. He noted that it should be scanned to allow for searchable documents.

7. Salary & Benefits

Chairperson Breen noted that he would like to see this information to show that the Village pays its employees fairly and properly. Ms. Baker stated that her employer, DuPage County, is discussing the same issue. She expressed a concern about providing each employee's name with his or her current salaries and benefits, citing morale, privacy and general security issues. Mr. Glazier suggested that salary ranges be provided. Mr. Camacho agreed with Ms. Baker about morale issues since other employees will know what each other are making. Ms. Cotton of the LTC supported the idea of showing salaries citing that taxpayers would like to know where their money goes. Ms. Stonehouse of the LTC stated that in Champaign, IL, they used to publish each employee's salary in the local newspaper.

Mr. McNicholas asked Mr. Heniff what the other department heads were hearing from their staff about the issue. Mr. Heniff stated that some of the same

concerns expressed by Ms. Baker including privacy and HIPPA laws. He also said that the information is available right now, through FOIA requests.

#### 8. Contracts

Chairperson Breen stated that we include some of this information now; however he would like to include union contracts.

#### 9. Lobbying

Chairperson Breen thought this could be easily done. There was no other discussion amongst the members.

#### 10. Taxes & Fees

Chairperson Breen suggested that this information be shown on a single page of the website. Ms. Baker suggested that some of the information in salaries and benefits could be combined with this section. Several members discussed benefits and the concerns about privacy. Chairperson Breen stated that he would follow up with the Illinois Policy Institute to see what level of detail they would like to see when they rank communities. Mr. Heniff suggested that benefit ranges be provided for each category. Several members recommended that no names be provided to protect privacy. Mr. Phillips said he would like the names to be included so that the stakeholders of Lombard can see what each employee makes. Ms. Baker recommended that salaries include only the titles with no names. Mr. Phillips then suggested the average benefits cost for each option be provided. He also suggested that it be shown for each department.

#### 11. Building & Zoning

Chairperson Breen provided background on this section. Mr. Camacho suggested that a list of vendors be included showing contractors that are approved to work within Lombard. Mr. Heniff provided the committee with background on the new contractor registry requirements. Ms. Cotton suggested that the application be provided online and the inspector checklist. Village Manager Hulseberg indicated two different and revised Village Board Policies regarding the proposed Website Transparency Policy had been provided to the Village Board as per the request of Trustee Breen. Trustee Breen stated that the ECDC had made recommendations regarding this policy and he asked that the language for #6 be reinserted as well as #7. He asked that the expenditures be listed on the website including checkbooks and check registers. He concurred with the salary and benefits item. Union contracts were discussed.

Attorney Tom Bayer indicated union contracts can be on the website.

Trustee Breen indicated he wants the who, what, when, where and how of government on the website. He suggested the Village Board approve the Village Website Policy as recommended by the ECDC including expenditures.

Trustee Wilson asked if this was a motion.

Attorney Bayer noted this was for discussion only and the policy would need to go back to the Village Board at the October 20th meeting.

President Mueller asked about the different format for the Building and Zoning section and also if the policies were the same except for the union contracts and expenditures.

Trustee Gron suggested that the names of employees not be listed with the salaries and benefits and just the position be listed.

Trustee Breen stated he was OK with no names being listed.

Trustee Wilson concurred with Trustee Gron.

President Mueller indicated that while attending the Illinois Municipal League Conference, there was a discussion regarding this matter. He stated that there is a change in the State law and the law stipulates that if an employee makes

more than \$75,000 in wages and benefits, their name must be listed and that if the employee makes more than \$150,000 that their name has to be posted 6 days after January 1st.

Attorney Bayer indicated this has been signed by the Governor, but this refers to IMRF employees and there is some clarification that may be coming out.

President Mueller suggested this be included in the policy.

Director of Finance Sexton indicated the Village was waiting to hear the clarification regarding this law.

Attorney Bayer stated that the law refers to IMRF employees and that if the Village does this for the IMRF employees, they should also do it for police and fire employees.

President Mueller suggested that the policy coincide with the law.

Trustee Giagnorio felt the breakdown should be by position and not include names of employees.

President Mueller felt the Village should comply with the law.

Trustee Ware questioned if expenditures were to be posted on the website going forward.

Trustee Breen suggested that staff go back five years and post.

Trustee Wilson indicated he was OK with going forward on the expenditures.

President Mueller suggested the expenditures be listed going forward.

Director Sexton indicated this part of the policy had been tabled until 2013 when the Village would have its new software.

Trustee Breen referred to the expenditures dated September 27th and felt staff could go back five years as time permitted and upload the data to the website.

Trustee Giagnorio wanted to list expenditures moving forward.

Trustee Gron questioned the benefit of going back five years.

Trustee Breen stated that when you click on the site now, you get nothing on the money portion of the agenda.

Trustee Gron did not want to go back five years.

Trustee Wilson indicated he wants to go back five years.

Trustee Fitzpatrick indicated she wants to go back five years.

Trustee Breen stated you get nothing on the money aspect and spoke of the new FOIA request law.

Trustee Fitzpatrick asked if this could be accomplished within one year.

Trustee Ware questioned timeframe for this.

Director Sexton indicated the expenditures are done weekly so that was 52 reports in a year times 5 years and that each report would take 2-3 minutes.

Manager Hulseberg stated that staff would also need to make sure there were no HIPAA violations.

Director Sexton indicated the HIPAA issue was significant.

Manager Hulseberg indicated the Village had already made mistakes and this could add insult to injury and spoke of liability.

Trustee Breen offered to review the reports if necessary.

President Mueller asked about going back 5 years.

Director Sexton indicated this would need to be done manually.

Manager Hulseberg indicated he felt this could be done within one year and possibly less.

President Mueller felt staff should take whatever time necessary.

Trustee Fitzpatrick suggested having a salary chart by department including the highest to lowest paid employees within the department.

President Mueller suggested following the State Statute. He indicated the ranges are published each year.

Director Sexton indicated names with ranges were published.

President Mueller asked for concurrence of the Village Board.

All members of the Village Board concurred.



- I. [110594](#) E-Waste Prohibition (Public Act 97-0287)  
Recommendation by Environmental Concerns Committee and staff to authorize a monthly electronics collection at 101 S. Main Street in Spring, Summer and Fall. (DISTRICT #4)  
**Attachments:** [110594BOT10-20-11.pdf](#)
- Fitzpatrick: really like the plan that Dave Gorman has put together. Gorman: would like to hold 3 events - 1 in Spring, 1 in Summer and 1 in Fall. We do need to find a site to holds these. One thought was 101 S. Main . Fitzpatrick: that sounds like a good idea. Bartt: the companies would run it themselves? Gorman: they do it themselves. Lyons: St. Pius X runs one of these twice a year correct Dan? Hildebrand: yes. We use Unitec. Urlaub: always want to make sure that the recyclers are doing the right things with the items.*
- J. [110638](#) Lombard Jaycees Haunted House Event Signage  
Request to place temporary banners on Village owned properties from October 14, 2011 through October 31, 2011. (DISTRICT#1 & 6)  
**Attachments:** [110638BOT10-20-11.pdf](#)

## IX. Items for Separate Action

### Ordinances on First Reading (Waiver of First Requested)

- \*A. [110639](#) Budget Amendment Ordinance (2/3 vote required)  
FYE 2011 final budget amendment.  
**Attachments:** [Final Budget Transfer Cover sheet.docx.doc](#)  
[Final Budget Amendment Ord.docx](#)  
[Final Budget Amendment Support.pdf](#)  
[Ordinance 6657.pdf](#)  
[110639BOT10-20-11.pdf](#)

### Other Ordinances on First Reading

### Ordinances on Second Reading

### Resolutions

### Other Matters

## X. Agenda Items for Discussion

## XI. Executive Session

## XII. Reconvene

## **XIII Adjournment**

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