

# CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

**CITY COUNCIL MEETING  
MONDAY, DECEMBER 15, 2014 - 7:00 P.M.  
475 MAIN STREET, WEST CHICAGO, ILLINOIS**

## **AGENDA**

- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Swearing in of Melissa Birch – Ward 4 Alderman**
- 4. Invocation**
- 5. Roll Call and Establishment of a Quorum**
- 6. Public Participation**
  - A. Proclamation: Drunk and Drugged Driving (3D) Prevention Month**
  - B. Public Hearing: 2015 Proposed Budget**
- 7. City Council Meeting Minutes of December 1, 2014**
- 8. Corporate Disbursement Report  
- December 15, 2014 (\$464,378.37)**
- 9. Consent Agenda – Consideration of an Omnibus Vote:**
  - **Development Committee:**
    - (A) Resolution No. 14-R-0081 – A Resolution to Accept Planning Staff Assistance Services Delivered by the Regional Transportation Authority.**
    - (B) Ordinance No. 14-O-0025 – An Ordinance Granting Special Use Permits for a Meeting Space and Place of Worship – West Chicago Community Center, Inc. – 306 Main Street.**
  - **Infrastructure Committee:**
    - (C) Approve Change Order No. 1 & Final to the Contract with Landmark Contractors, Inc. for an amount of \$2,442.42 for Services Related to the 2014 Metra Station Stair Reconstruction Project.**

- (D) **Resolution No. 14-R-0076** – A Resolution Authorizing the Mayor to Execute a Contract with Alaniz Landscape Group, Inc. of Elgin, Illinois, as Lowest Responsible Bidder, to Provide Services Related to the 2015 Parkway Tree Planting Program, for an Amount Not to Exceed \$44,730.00.
- (E) **Resolution No. 14-R-0077** – A Resolution Authorizing the Mayor to Execute a Contract with Steve Piper & Sons of Naperville, Illinois, as Lowest Responsible Bidder, to Provide Services for the 2015 Forestry Maintenance Program, in an Amount Not to Exceed \$66,395.45.
- (F) **Resolution No. 14-R-0078** – A Resolution Authorizing the Mayor to Execute a Plat of Easement for Installation and Maintenance of a Fence on a Portion of the Property of 2541 Meadowlark Drive.
- (G) **Resolution No. 14-R-0079** – A Resolution Authorizing the Mayor to Execute an Intergovernmental Agreement Between the Winfield Township Road District and the City of West Chicago for Snow Removal Operations.
- (H) **Resolution No. 14-R-0085** – A Resolution Authorizing the City Administrator to Execute an Agreement Between DuPage County and the City of West Chicago for Participation in CDBG Funding for the Wood Street Rehabilitation Project.
- **Finance Committee:**
  - (I) **Resolution No. 14-R-0082** – A Resolution Authorizing the Mayor to Execute A Contract Agreement with GovHR USA for Executive Recruitment Services for an Amount Not to Exceed \$25,000.00.
  - (J) **Ordinance No. 14-O-0029** – An Ordinance Amending the Annual Budget for the City of West Chicago, DuPage County, Illinois, for the Fiscal Year Commencing January 1, 2014 and Ending December 31, 2014, Passed and Adopted by Ordinance No. 13-O-0042.
  - (K) **Ordinance No. 14-O-0034** – An Ordinance Levying Taxes on Property Within the Corporate Limits of the City of West Chicago as that Property is Assessed and Equalized for State and County Purposes for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015.
  - (L) **Ordinance No. 14-O-0035** – An Ordinance for the Levy and Assessment of Taxes for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015 in and for the City of West Chicago Special Service Area No. 2.
  - (M) **Ordinance No. 14-O-0036** – An Ordinance for the Levy and Assessment of Taxes for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015 in and for the City of West Chicago Special Service Area No. 27.

**(N) Ordinance No. 14-O-0030 – An Ordinance Adopting the Annual Budget for the City of West Chicago, DuPage County, Illinois, for the Fiscal Year Commencing January 1, 2015 and Ending December 31, 2015.**

- **Items Not Sent to Committee:**

**(O) Approve the Appointment of Michael Schafer to the Plan Commission/Zoning Board of Appeals for an Unexpired Term Ending April 2015.**

**(P) Approve the Appointment of Sarah Schafer to the Civil Service Commission for an Unexpired Term Ending April 2015.**

**10. Reports by Committees**

**11. Unfinished Business**

**12. New Business**

**13. Correspondence and Announcements**

**14. Mayor's Comments**

**15. Executive Session**

**A. Land Acquisition – 5 ILCS 120/2 (C) (5) (6)**

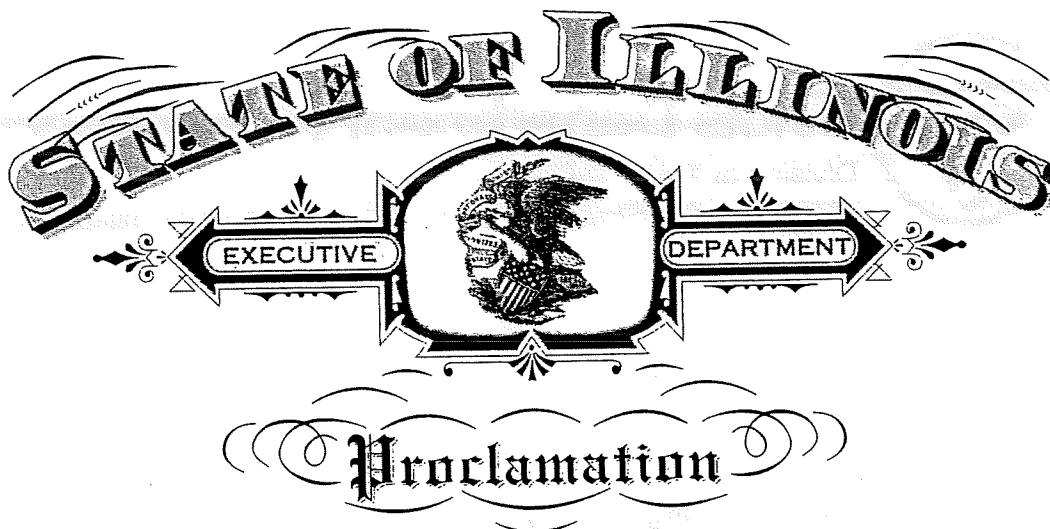
**B. Litigation – 5 ILCS 120/2 (C) (11)**

**C. Personnel Matters – 5 ILCS 120/2 (C) (1)**

**D. Review of Official Record – 5 ILCS 120/2 (C) (21)**

**16. Items to be Referred for Final Action from Executive Session.**

**17. Adjournment**



*WHEREAS, motor vehicle crashes killed 991 people in Illinois during 2013; and,*

*WHEREAS, hundreds of those deaths involved a driver impaired by alcohol and/or drugs; and,*

*WHEREAS, the December holiday season is traditionally one of the most deadly times of the year for impaired driving; and,*

*WHEREAS, for thousands of families across the state and the nation, holidays are a time to remember loved ones lost; and,*

*WHEREAS, organizations across the state and the nation are joined with the Drive Sober or Get Pulled Over and other campaigns that foster public awareness of the dangers of impaired driving and anti-impaired driving law enforcement efforts; and,*

*WHEREAS, the State of Illinois is proud to partner with the Illinois Department of Transportation's Division of Traffic Safety and other traffic safety groups in the effort to make our roads and streets safer; and,*

*THEREFORE, I, Pat Quinn, Governor of the State of Illinois, do hereby proclaim December 2014 as **DRUNK AND DRUGGED DRIVING (3D) PREVENTION MONTH** in Illinois, and do hereby call upon all citizens, government agencies, business leaders, hospitals and health care providers, schools, and public and private institutions to promote awareness of the impaired driving problem, to support programs and policies to reduce the incidence of impaired driving, and to promote safer and healthier behaviors regarding the use of alcohol and other drugs this December holiday season and throughout the year.*

*In Witness Whereof, I have hereunto set my hand and caused the Great Seal of the State of Illinois to be affixed.*



*Done at the Capitol in the City of Springfield,*  
this SIXTH day of NOVEMBER, in  
the Year of Our Lord, two thousand and  
FOURTEEN, and of the State of Illinois,  
one hundred and NINETY-SIXTH.

*Deese White*

SECRETARY OF STATE

*Pat Quinn*

GOVERNOR

CITY OF WEST CHICAGO – 475 Main Street  
CITY COUNCIL MINUTES  
Regular Meeting  
December 1, 2014

1. **Call to Order.** Mayor Ruben Pineda called the meeting to order at 7:00 pm.
2. **Pledge of Allegiance to the Flag.** Alderman Fuesting led all in the pledge of allegiance.
3. **Invocation.** The City Clerk gave the invocation.
4. **Roll Call and Establishment of a Quorum.**

Roll Call found Aldermen Lori J. Chassee, James E. Beifuss, Jr., Donald F. Earley, James Smith, Alton Hallett, Sandy Dimas, John C. Smith, Kurt Meissner, Mark Edwalds, Rebecca Stout, John F. Banas, and Matt Fuesting present. Alderman Laura Grodoski was absent. The Mayor announced a quorum.

City Clerk Nancy M. Smith was also present.

Also in attendance were City Attorney Patrick K. Bond, City Administrator Michael L. Guttman, Community Development Director John D. Said, Marketing and Communications Coordinator Rosemary Mackey and Krista Coltrin, Administrative Services Director Linda Martin, Deputy Police Chief Mike Uplegger, Police Commander Stephen Laub, and six other police officers.

5. **Public Participation.** No one spoke during regular Public Participation

**A. Presentation: Brilliance in Business Awards.** Mayor Pineda called upon Marketing and Communications Coordinator Mackey who presented a film with the following 2014 winners of the Brilliance in Business Awards:

**Economic Development:** **Haggerty Ford, 330 Roosevelt Road.** The Haggerty family acquired the Ford franchise at 601 Roosevelt Road in March 2005. They moved in November 2009 to 330 Roosevelt Road. They renovated the building and exterior, and they continue to make improvements. They increased their sales by 80% and their workforce by 35%, currently employing 34 people. They won Ford's 2012 prestigious Presidential Award. They have generated well over \$1 million of sales tax revenue. Jerry Haggerty Sr., Bill and Jerry Haggerty, Jr. and John Czek were in attendance to accept the award from Mayor Pineda.

**Community Image Award:** **Synergy Builders, Inc., 850 Meadowview Crossing.** This design build home remodeling company has received recognition from Best Companies Group (as a Best Place to Work in Illinois for companies with 15-99 employees) and Angie's List (Super Service Award for areas ranging from price and professionalism to punctuality). This company specializes in project management and coordinates comprehensive planning of jobs from start to finish in the Chicagoland area. John Habermeir and Steve Taylor, owners, were in attendance to accept the award from Mayor Pineda.

**Community Service:** **Pro-Pak Industries, 1099 Atlantic Drive.** This company has been responsible for great product innovations, including its patented detectable tape and tracer wire which is used to mark underground utilities and for the research and design of emergency preparedness kits for school backpacks and use by community groups such as CERT. Owner Darrel Holmes is equally known for his generosity and compassion. Vests, safety cones, safety gloves, suits and tapes have been donated to communities all across the country suffering from natural disasters. Supplies were sent to Oklahoma on the occasion of the tragedy of the bombing of the Federal building in 1995. ProPak returned to Oklahoma to aid disaster efforts following the F5 tornado in 2013. Tens of thousands of dollars have been donated to causes and organizations including PADS, the Foundation for DuPage County Animal Care and Control, Casey's Safe Haven holistic horse rescue and many more. Darrel Holmes was in attendance to accept the award from Mayor Pineda.

**Small Business of the Year:** **Changarro Restaurant, 1400 S. Neltner Boulevard.** This restaurant has a fusion of Mexican and Brazilian cuisines. Chef Rigo Zamora's menu caught the attention of WGN-TV's Chicago's Best through fan postings on the show's Facebook page. The business continues to benefit from reviews and comments posted to multiple social media platforms about the quality of the food and drinks, its gluten-free menu options and the convenient location. It rates a 5 star overall rating on TripAdvisor. Owners Shawn and Andy Patel could not be in attendance this evening. Mayor Pineda said they are very appreciative of this award. The Mayor praised the very delicious food.

**Green Initiatives:** **Loggerhead Deco, Inc., 1187 Hawthorne Lane.** This company moved to West Chicago in 2013 and is a leading decorator of screen printed glass bottles with a niche in craft spirits. They have a staff of 32 and are experiencing growth at a rate of 30-40% every six months. Their bottle designs are in 50 states and 11 countries. The facility is set up to decrease or eliminate VOC (volatile organic compounds) from the decorating process by utilizing ultraviolet light, and the company has chosen to decorate on substrates that are known to be eco-friendly, as well as having strategic partnerships with craft distillers that share their sense of responsibility to the environment. Owners Cindi and Steve Gilbertson were in attendance to accept the award from Mayor Pineda.

Ms. Mackey assisted the Mayor with the presentation of the awards. The Mayor said he enjoys having West Chicago's businesses recognized every year, and believes more and more of them will be nominated.

**6. City Council Meeting Minutes – November 17, 2014, and November 24, 2014.**

Alderman Banas made a motion, seconded by Alderman Dimas, to approve the minutes of November 17, 2014, and November 24, 2014, with no changes. Voting Aye: Aldermen Chassee, Beifuss, Earley, James Smith, Hallett, Dimas, John Smith, Meissner, Edwalds, Stout, Banas, and Fuesting. Voting Nay: 0. Motion carried.

**7. Corporate Disbursement Report.** Alderman John Smith made a motion, seconded by Alderman Edwalds, to approve the December 1, 2014, Corporate Disbursement Report in the amount of \$ 601,407.33. Voting Aye: Aldermen Chassee, Beifuss, Earley, James Smith, Hallett, Dimas, John Smith, Meissner, Edwalds, Stout, Banas, and Fuesting. Voting Nay: 0. Motion carried.

**8. Consent Agenda – Consideration of an Omnibus Vote.**

\* **Public Affairs Committee:** Alderman Chassee read and explained the following items:

**A. Resolution 14-R-0073** – A Resolution Authorizing the Mayor to Execute a Certain Contract between the City of West Chicago and B&F Construction Code Services, Inc. for Plan Review, Inspection Services and Code Enforcement Services (for an amount not to exceed \$345,000.00 per year)

**B. Resolution 14-R-0045** – A Resolution Authorizing the Execution of a Law Enforcement Mutual Aid Agreement and the Existence and Formation of the Illinois Law Enforcement Alarm System by Intergovernmental Cooperation

Alderman Chassee made a motion, seconded by Alderman Fuesting, to adopt the above items. Voting Aye: Aldermen Chassee, Beifuss, Earley, James Smith, Hallett, Dimas, John Smith, Meissner, Edwalds, Stout, Banas, and Fuesting. Voting Nay: 0. Motion carried.

\* **Items Not Sent to Committee:** Mayor Pineda read and explained the following items:

**C. Resolution 14-R-0074** – A Resolution Authorizing the Mayor to Accept a Plat of Easement for a Watermain and Ingress-Egress – 314 S. Neltnor Boulevard - Autozone

**D. Resolution 14-R-0075** – A Resolution Authorizing the City to Submit a Brownfields Clean-up Grant Application to the USEPA for the West Washington Street Redevelopment Project

**E. Appointment** – Melissa Birch to an Unexpired Term – Ward 4 Alderman (effective December 15, 2014)

**F. Appointment** – Michael Uplegger as Acting Chief of Police

Alderman Chassee made a motion, seconded by Alderman John Smith, to adopt the above items. Voting Aye: Aldermen Chassee, Beifuss, Earley, James Smith, Hallett, Dimas, John Smith, Meissner, Edwalds, Stout, Banas, and Fuesting. Voting Nay: 0. Motion carried.

**9. Reports by Committees.** None

**10. Unfinished Business.** None

**11. New Business.** None

**12. Correspondence and Announcements.**

**Upcoming Meetings**

December 2, 2014	Plan Commission/Zoning Board of Appeals
December 4, 2014	Infrastructure Committee
December 8, 2014	Development Committee
December 9, 2014	Finance Committee

The City Clerk announced that she had tickets available for the Holiday Party for the Community, sponsored by the American Legion/Veterans of Foreign Wars, which will be held on Saturday, December 13, 2014, starting at 5:30 pm at the American Legion. Dinner will be served at 7:00 pm. Cost is \$20.00 per person or two for \$35.00. Members of the community are invited and encouraged to attend.

The City Clerk announced she also had tickets for the annual fundraiser for the Municipal Clerks of Illinois.

**13. Mayor's Comments.** The Mayor wanted to ensure that everyone knew that Frosty Fest would be held this Saturday. There will be many events. There will be a parade and tree lighting ceremony. The three students who won the essay contests will be there to read their essays. They are Sneha George of Wegner School, Kylie Doyle, Gary School, and Carlos Espinoza, Pioneer School. There is an app that provides information on the events. The mural of Annie Holmes will be unveiled. This is a great opportunity for the community to get together. The title of the mural is "In This Together."

The Mayor announced the sad news that former Alderman Nanette Connelly passed away. Nanette was a supervisor for over 28 years with USG Corporation in Chicago, but also spent 40 years in politics with the DuPage County Republicans. She served as Township Clerk and Alderman. She was president of the Lion's Club. She was always involved and will be missed.

**14. Executive Session.** At 7:31 pm, Alderman Banas made a motion, seconded by Alderman Earley, to recess into executive session to discuss personnel matters [5 ILCS 120/2(c)(1)] and review of Official Record [5 ILCS 120/2(c)(21)]. Motion was carried by voice vote.

Minutes for the executive session are filed separately.

The regular meeting resumed at 8:21 pm. Roll call found Alderman Chassee, Beifuss, Earley, James Smith, Hallett, Dimas, John Smith, Meissner, Edwalds, Stout, Banas, and Fuesting present.

**14. Items to be Referred for Final Action from Executive Session.** City Attorney Bond said approval is needed to authorize a retirement agreement with Laz Perez as Police Chief effective immediately and allow him to use his accrued time to stay on health insurance until April 2015. Alderman Chassee made a motion, seconded by Alderman Edwalds, to approve this agreement with a deadline of December 3, 2014, for acceptance. Voting Aye: Aldermen Chassee, Beifuss, Earley, James Smith, Hallett, Dimas, John Smith, Meissner, Edwalds, Stout, Banas, and Fuesting. Voting Nay: 0. Motion carried.

**15. Adjournment.** At 8:23 pm, Alderman Chassee made a motion, seconded by Alderman Stout, to adjourn. Motion was carried by voice vote.

Respectfully submitted,

  
Nancy M. Smith  
City Clerk

## CITY OF WEST CHICAGO

### DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Regional Transportation Authority (RTA)  
Urban Land Institute (ULI) Developer Discussion Panel  
Memorandum of Understanding

Resolution No. 14-R-0081

**AGENDA ITEM NUMBER:**

9A

**FILE NUMBER:****COMMITTEE AGENDA DATE:** December 8,  
2014**COUNCIL AGENDA DATE:** December 15,  
2014**STAFF REVIEW:** John D. Said, AICP**SIGNATURE****APPROVED BY CITY ADMINISTRATOR:** Michael Guttman**SIGNATURE****ITEM SUMMARY:**

In the spring of 2015, the RTA will conduct a "Developer Discussion Panel" on behalf of the City. This will consist of a group of developers meeting with the RTA and City staff to review and evaluate development opportunities in the City's downtown area. This Panel event will assist the City's efforts to increase exposure for downtown development, thereby enhancing opportunities for more parties to become interested in taking on projects in the community. After the event, the RTA will provide a report of the Panel's findings and recommendations, which will provide technical advice for the City to use in its ongoing downtown redevelopment efforts.

While City and staff time and resources (such as meeting room use) will be required for this event, there is otherwise no financial burden to the City, as outlined in the attached MOU (Memorandum of Understanding). The RTA, together with CMAP (Chicago Metropolitan Agency for Planning), awarded the City this project through the Local Technical Assistance Program (LTAP). City staff applied for the Developer Discussion Panel through the LTAP, in an effort to expand options and ideas for downtown West Chicago, as well as to promote the downtown for future redevelopment projects.

In addition to the attached MOU, further background information is provided to summarize this project, including the City's LTAP application and previous Developer Discussion Panel reports for Hanner Park and Tinley Park.

City staff will inform the City Council once a specific date for the Panel event has been identified.

**ACTIONS PROPOSED:**

Consideration of the RTA 'Developer Discussion Panel' Project MOU and Resolution.

**COMMITTEE RECOMMENDATION:**

The Committee recommended approval of the MOU and Resolution.



## CITY OF WEST CHICAGO

### DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Special Uses for a Meeting Space and  
a Place of Worship  
306 Main Street  
West Chicago Community Center  
  
Ordinance No. 14-O-0025

**AGENDA ITEM NUMBER:**9B**FILE NUMBER:****COMMITTEE AGENDA DATE:** Aug. 11, 2014**COUNCIL AGENDA DATE:** Dec. 15, 2014**STAFF REVIEW:** John D. Said, AICP**SIGNATURE**JDS**APPROVED BY CITY ADMINISTRATOR:** Michael Guttman**SIGNATURE****ITEM SUMMARY:**

The West Chicago Community Center located at 306 Main Street, is requesting two special uses to use the existing community center building as a meeting space and as a place of worship. The subject property is located on the south side of Main Street between Turner Court and Wilson Avenue. The property is currently zoned B-1, Central Business district.

The West Chicago Community Center was established in the former commuter train station in 1980. The Western DuPage Chamber of Commerce has their offices inside and manages the building. The building is approximately 2,900 square feet in area with the Chamber of Commerce using approximately 700 square feet for their office space. The remaining 2,200 square feet is used as rentable floor space for all types of public and private gatherings. Some of those users include church groups, which per City requirements necessitates special use approvals for place of worship and meeting space. The Zoning Code allows a maximum floor area of 7,500 square feet for both the meeting space and place of worship uses in the B-1 zoning district. The building has a 460 square foot kitchenette, 960 square foot open floor area, 290 square feet of storage, and restrooms. The site also has sixteen off-street parking stalls located immediately east of the building. City Code does not require off-street parking for uses in the B-1 zoning district, although the site has sixteen off-street parking spaces located immediately east of the building.

At its August 5, 2014 meeting, the Plan Commission/Zoning Board of Appeals (PC/ZBA) recommended approval of the requested meeting space and place of worship special by a (5-0) vote. Their recommendation is included as Exhibit "B" of the attached ordinance.

**ACTIONS PROPOSED:**

Consideration of special uses for a meeting space and a place of worship at 306 Main Street.

**COMMITTEE RECOMMENDATION:**

At its August 11, 2014 meeting the Development Committee recommended approval of special uses for a meeting space and a place of worship at 306 Main Street.

## CITY OF WEST CHICAGO

### INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Change Order No. 1 & Final – 2014 Metra Station Stair  
Reconstruction Project – Landmark Contractors, Inc.

**AGENDA ITEM NUMBER:**9C

**COMMITTEE AGENDA DATE:** December 4, 2014  
**COUNCIL AGENDA DATE:** December 15, 2014

**STAFF REVIEW:** Robert E. Flatter, P.E., Director of Public Works

**SIGNATURE** \_\_\_\_\_

**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman

**SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

On July 21, 2014 City Council approved Resolution No. 14-R-0040 authorizing the Mayor to execute a contract with Landmark Contractors, Inc., for an amount not to exceed \$42,377.95, for services related to the 2014 Metra Station Stair Reconstruction Project.

The project is complete, final quantities have been calculated, and final invoicing was submitted for \$44,820.37. The reason for the contract overage, in the amount of \$2,442.42, is due to the replacement of additional concrete sidewalk, curb and gutter, and replacement of additional retaining wall blocks, all required due to field conditions identified during construction.

Adequate funds are available in the Commuter Parking Fund (43-34-76-4801) to cover this change order.

**ACTIONS PROPOSED:**

Approve Change Order No. 1 & Final to the Contract with Landmark Contractors, Inc., for an amount of \$2,442.42, for services related to the 2014 Metra Station Stair Reconstruction Project.

**COMMITTEE RECOMMENDATION:**

The Infrastructure Committee voted 7-0 for approval.

## CITY OF WEST CHICAGO

### INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 14-R-0076 – Contract Award – 2015 Parkway Tree Planting Program

**AGENDA ITEM NUMBER:**90

**COMMITTEE AGENDA DATE:** December 4, 2014  
**COUNCIL AGENDA DATE:** December 15, 2014

**STAFF REVIEW:** Tim Wilcox, Assistant Director of Public Works**SIGNATURE** \_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

This project consists of providing and planting 170 parkway trees in various locations within the corporate limits of the City of West Chicago.

On October 30, 2014, the City advertised the 2015 Parkway Tree Planting Program in the Daily Herald. There were a total of five plan holders for this bid and sealed bids were opened on Thursday, November 20, 2014. Bids were received from two contractors with Alaniz Landscape Group, Inc. of Elgin, Illinois, submitting the lowest responsible bid of \$44,730.00. The second bidder was Beary Landscaping of Lockport, Illinois, submitting a bid of \$61,900.00 (see attached bid tab sheet for additional clarification).

Staff recommends that a contract be awarded to Alaniz Landscape Group, Inc. of Elgin, Illinois, for services related to the 2015 Parkway Tree Planting Program, for an amount not to exceed \$44,730.00. West Chicago has contracted with Alaniz Landscape Group, Inc. for the past four tree planting programs.

Services related to the above referenced program will be funded from the Capital Projects Fund (08-34-53-4854) in which \$50,000.00 has been budgeted for FY2015.

**ACTIONS PROPOSED:**

Approve Resolution No. 14-R-0076 authorizing the Mayor to execute a contract with Alaniz Landscape Group, Inc. of Elgin, Illinois, as lowest responsible bidder, to provide services related to the 2015 Parkway Tree Planting Program, for an amount not to exceed \$44,730.00.

**COMMITTEE RECOMMENDATION:**

The Infrastructure Committee voted 7-0 for approval.

## CITY OF WEST CHICAGO

### INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 14-R-0077 - Contract Award - 2015 Forestry Maintenance Program

**AGENDA ITEM NUMBER:**98**COMMITTEE AGENDA DATE:** December 4, 2014**COUNCIL AGENDA DATE:** December 15, 2014**STAFF REVIEW:** Timothy Wilcox, Assistant Director of Public Works**SIGNATURE** \_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

The Forestry Maintenance Program covers contractual trimming and removal of parkway trees. The program is funded to enable completion of a five-year trimming cycle for the whole town, which is the recommended procedure by Arborists. This will be the fifth year of the third five-year trimming cycle.

On October 30, 2014, the City advertised the 2015 Forestry Maintenance Program in the Daily Herald. There were a total of seven (7) plan holders for this bid and sealed bids were received and opened on Thursday, November 20, 2014. Bids were received from three contractors with Steve Piper & Sons, Inc. of Naperville, Illinois, submitting the lowest responsible bid of \$66,395.45 (see attached bid tab sheet for additional clarification). The second lowest bidder was Tree's R Us, Inc. of Wauconda, Illinois, with a bid of \$169,756.00.

References from other Illinois municipalities were called and all had positive responses for performance and services completed by Steve Piper & Sons, Inc.; all indicated that they would use them again. West Chicago has also used Steve Piper & Sons for past trimming and removal programs, and staff was satisfied with their performance. It is staff's recommendation that a contract be awarded to Steve Piper & Sons, Inc. for services related to the 2015 Forestry Maintenance Program, for an amount not to exceed \$66,395.45.

Services related to the above referenced program will be funded from the Capital Projects Fund (08-34-53-4870) in which \$70,000.00 has been budgeted in FY2015.

**ACTIONS PROPOSED:**

Approve Resolution No. 14-R-0077 authorizing the Mayor to execute a contract with Steve Piper & Sons, Inc. of Naperville, Illinois, as lowest responsible bidder, to provide services for the 2015 Forestry Maintenance Program, in an amount not to exceed \$66,395.45.

**COMMITTEE RECOMMENDATION:**

The Infrastructure Committee voted 7-0 for approval.

## CITY OF WEST CHICAGO

### INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 14-R-0078 - Plat of Easement for Fence at  
2541 Meadowlark Drive (PIN No. 01-27-209-002)

**AGENDA ITEM NUMBER:**9F**COMMITTEE AGENDA DATE:** December 4, 2014**COUNCIL AGENDA DATE:** December 15, 2014**STAFF REVIEW:** Robert E. Flatter, P.E., Director of Public Works**SIGNATURE** \_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

To address neighborhood complaints received regarding aesthetics and safety concerns with the City's Sanitary Lift Station No. 2, located at 2551 Meadowlark Drive, staff recently removed dying Arborvitae shrubs and had a six foot tall board-on-board fence installed around the lift station. The ComEd transformer providing service to the lift station is partially located within a public utility and drainage easement on the adjacent property of 2541 Meadowlark Drive (PIN No. 01-27-209-002). To surround the transformer with the new fence, and hide the large unsightly green box, the property owners of 2541 Meadowlark Drive have granted a permanent easement to the City of West Chicago for installation and maintenance of a fence around the ComEd transformer. See attached Plat of Easement for additional clarification.

**ACTIONS PROPOSED:**

Approve Resolution No. 14-R-0078 authorizing the Mayor to execute a Plat of Easement for installation and maintenance of a fence on a portion of the property of 2541 Meadowlark Drive (PIN No. 01-27-209-002).

**COMMITTEE RECOMMENDATION:**

The Infrastructure Committee voted 7-0 for approval.



## CITY OF WEST CHICAGO

### INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 14-R-0079 – Intergovernmental Agreement  
– Winfield Township Road District for Snow Removal  
Operations

**AGENDA ITEM NUMBER:**96

**COMMITTEE AGENDA DATE:** December 4, 2014  
**COUNCIL AGENDA DATE:** December 15, 2014

**STAFF REVIEW:** Robert E. Flatter, P.E., Director of Public Works**SIGNATURE**\_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE**\_\_\_\_\_**ITEM SUMMARY:**

The Winfield Township Road District has the duty and responsibility to reasonably maintain all unincorporated public roadways within Winfield Township, and the City of West Chicago has the duty and responsibility to reasonably maintain all public roadways within the corporate limits of the City free of snow and ice. As certain unincorporated public roadways are surrounded by incorporated properties, and as certain incorporated public roadways are surrounded by unincorporated properties, to improve efficiency of snow removal and salting operations, the Winfield Township Road District (District) and City staff have evaluated certain public roadways and have determined it to be in the best interest of all West Chicago residents to consolidate and share its snow removal operations. Therefore, to clarify the purpose, intent, and responsibilities of each agency for snow removal operations, the District and the City have prepared the attached Intergovernmental Agreement.

**ACTIONS PROPOSED:**

Approve Resolution No. 14-R-0079 authorizing the Mayor to execute an Intergovernmental Agreement between the Winfield Township Road District and the City of West Chicago for snow removal operations.

**COMMITTEE RECOMMENDATION:**

The Infrastructure Committee voted 7-0 for approval.

# CITY OF WEST CHICAGO

## INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 14-R-0085 - CDBG Grant Agreement  
Wood Street Rehabilitation Project

**AGENDA ITEM NUMBER:**94

**COMMITTEE AGENDA DATE:** December 4, 2014  
**COUNCIL AGENDA DATE:** December 15, 2014

**STAFF REVIEW:** Robert E. Flatter, P.E., Director of Public Works

**SIGNATURE** \_\_\_\_\_

**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman

**SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

On October 1, 2013, the City submitted applications for Community Development Block Grant (CDBG) funding, under Resolution No. 13-R-0071, to DuPage County for two infrastructure improvement projects in various low to moderate income areas of West Chicago:

1. Alta Vista Gardens Roadway Rehabilitation Project (Brown Street from Town Road to Lyman Street, Parkside Avenue from Forest Avenue to Church Street, Lincoln Avenue from Forest Avenue to Church Street, Kenwood Avenue from Forest Avenue to Ann Street, and Lyman Street from Forest Avenue to Brown Street).
2. Wood Street Rehabilitation Project (Wood Street from Ann Street to Brown Street).

In April 2014, DuPage County notified the City that an award in the maximum amount of \$400,000.00 had been made for the Alta Vista Gardens Roadway Rehabilitation Project. A Grant Agreement was then executed in June 2014 and the project is currently under construction.

In October 2014, staff received notification from DuPage County that funding was available for the City's Wood Street Rehabilitation Project in the amount of \$261,495.00, which represents the unused portion of the 2014 CDBG allocation. DuPage Community Development Commission requires the City to enter into an Agreement with DuPage County for said project funding.

Following execution of the Agreement by DuPage County, staff will commence preparing bid documents and final construction plans. Staff anticipates bidding the project in March 2014 with construction anticipated to commence in June 2014.

**ACTIONS PROPOSED:**

Approve Resolution No. 14-R-0085 authorizing the City Administrator to sign and execute the Agreement between DuPage County and the City of West Chicago for participation in CDBG Grant funding for the Wood Street Rehabilitation Project, Project Number CD14-22.

**COMMITTEE RECOMMENDATION:**

The Infrastructure Committee voted 7-0 for approval.

## CITY OF WEST CHICAGO

### FINANCE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Resolution No. 14-R-0082 – Contract for Executive Recruitment Services

**AGENDA ITEM NUMBER:**91**FILE NUMBER:**

**COMMITTEE AGENDA DATE:** December 9, 2014  
**COUNCIL AGENDA DATE:** December 15, 2014

**STAFF REVIEW:****SIGNATURE** \_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:****SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

Per the City Council's direction, attached is a proposal from GovHR USA to assist the City in the recruitment and selection of the next Chief of Police. The consultants who would be directly assisting the City will be in attendance in case Committee members have questions.

**ACTIONS PROPOSED:**

Consideration of Resolution No. 14-R-0082.

**COMMITTEE RECOMMENDATION:**

The Finance Committee unanimously recommended approval of Resolution No. 14-R-0082.



## CITY OF WEST CHICAGO

### FINANCE COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Ordinance No. 14-O-0029 – Fourth Quarter 2014 Budget Amendment

Ordinance No. 14-O-0030 – Approving the 2015 Budget

**AGENDA ITEM NUMBER:**

9J & 9N

**FILE NUMBER:****COMMITTEE AGENDA DATE:** December 9, 2014**COUNCIL AGENDA DATE:** December 15, 2014**STAFF REVIEW:****SIGNATURE** \_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:****SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

The Budget Amendment is for three expenses: last payment to the consultant for the Midwest Regional Training Center that wasn't done in the Carryover Budget Amendment; the acquisition of 120 Chicago Avenue; and the Telecom Refund mandated by the Courts because the State of Illinois taxed the telephone carriers for items not subject to such.

The narrative for the 2015 Budget is included in that document.

**ACTIONS PROPOSED:**

Staff recommends adoption of Ordinance Nos. 14-O-0029 and 14-O-0030.

**COMMITTEE RECOMMENDATION:**

The Finance Committee unanimously recommended adoption of Ordinance Nos. 14-O-029 and 14-O-0030.

## CITY OF WEST CHICAGO

### City Council Agenda Item Summary

**ITEM TITLE:**  
2014 Property Tax Levy  
Ordinance No. 14-O-0034

**AGENDA NO.** 9K

**FILE NO.** \_\_\_\_\_

**COMMITTEE AGENDA DATE:** N/A

**COUNCIL AGENDA DATE:** December 15, 2014

**STAFF REVIEW:** Linda M. Martin

**SIGNATURE** \_\_\_\_\_

**APPROVED BY CITY ADMINISTRATOR**

**SIGNATURE** \_\_\_\_\_

**ITEM SUMMARY:**

The total 2014 tax levy request, per attached Ordinance No.14-O-0034, has been projected for the Fiscal Year 2015 Budget at \$3,424,000. The 2014 tax levy proposal of \$3,424,000 represents a zero percent increase over the prior year tax levy.

Because the City is a home rule municipality, the total levy request of \$3,424,000 may be levied as one line item, and as such, has been levied entirely for corporate purposes. While there is no increase in the proposed 2014 tax levy over the prior year, the estimated 2014 tax rate is estimated to slightly increase over the prior year rate by approximately \$0.0175. The final resulting tax rate has a direct correlation to the final equalized assessed valuation for Wayne and Winfield townships, and as a result, may vary slightly from the projected rate of .6148, should the assessors' estimates be subject to modification due to Board of Review action, granting of home improvement exemptions, etc.

As reported to the City, the Wayne Township Assessor is projecting a 2.34% decrease in assessed value and \$31,280 additional assessed value in new construction. Wayne Township also reports that the net assessed value in new construction would have been higher in value, but nearly half of the total was deducted as destruction due to a house fire. The Winfield Township Assessor has reported a 3.53% decrease in assessed value and \$400,700 additional assessed value in new construction.

**ACTIONS PROPOSED:** Recommend a 2014 tax levy request for General Corporate Purposes of \$3,424,000 to City Council for approval.

**COMMITTEE RECOMMENDATION:** This item did not go to Committee.

**ORDINANCE NO. 14-O-0034**

**AN ORDINANCE LEVYING TAXES ON PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF WEST CHICAGO AS THAT PROPERTY IS ASSESSED AND EQUALIZED FOR STATE AND COUNTY PURPOSES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2015 AND ENDING DECEMBER 31, 2015**

WHEREAS, the City Council of the City of West Chicago, County of DuPage, State of Illinois, did on the 15th day of December 2014, approve the Annual Budget Ordinance for the City of West Chicago for the fiscal year beginning on the 1st day of January 2015 and ending on the 31<sup>st</sup> day of December 2015, the total amount of which budgeted for the corporate purposes legally made is ascertained to be the aggregate sum of \$3,424,000.00.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of West Chicago, in regular session assembled;

SECTION 1. That there be and is hereby levied upon all taxable property within the Corporate limits of said City of West Chicago, Illinois, for the said fiscal year beginning on the 1<sup>st</sup> day of January 2015, and ending on the 31st day of December 2015, the total sum of \$3,424,000.00 for the specific purposes mentioned in said Budget Ordinance and in the various sums as follows to wit:

SECTION 2. All ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

SECTION 3. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

SECTION 4. The City Clerk of the City of West Chicago is hereby authorized and directed to file with the County Clerk of said County of DuPage, State of Illinois, a duly certified copy of this Ordinance.

PASSED THIS 15<sup>th</sup> day of December 2014.

Alderman L. Chassee  
Alderman A. Hallett  
Alderman M. Birch  
Alderman K. Meissner  
Alderman L. Grodoski  
Alderman M. Fuesting  
Alderman J. Smith

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Alderman J. Beifuss  
Alderman J. Banas  
Alderman S. Dimas  
Alderman R. Stout  
Alderman D. F. Earley  
Alderman M. Edwalds  
Alderman J. C. Smith, Jr.

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APPROVED as to form: \_\_\_\_\_

Patrick K. Bond, City Attorney

APPROVED this 15<sup>th</sup> day of December 2014.

\_\_\_\_\_  
Ruben Pineda, Mayor

ATTEST:

\_\_\_\_\_  
Nancy M. Smith, City Clerk

STATE OF ILLINOIS        )

COUNTY OF DUPAGE        )

I, Ruben Pineda, do hereby certify that I am the duly qualified and Mayor of the City of West Chicago, DuPage County, Illinois.

I do further certify that provisions of Sections 4 through 7 of the "Truth in Taxation Act" (Illinois Revised Statutes, Chapter 120, Section 861 through 869) are **not applicable** to the City of West Chicago in connection with its Tax Levy Ordinance 14-O-0034 for the fiscal year beginning January 1, 2015, and ending December 31, 2015.

IN WITNESS WHEREOF, I hereunto affix my official signature at West Chicago, Illinois this 15th day of December 2014.

---

Mayor Ruben Pineda  
City of West Chicago

(seal)

**City Council  
Agenda Item Summary**

**ITEM TITLE:**

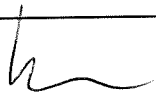
2014 Special Service Areas 2 and 27 Tax Levy Ordinances  
No. 14-O-0035 and 14-O-0036

**AGENDA NO.** 9L#9M

**FILE NO.** \_\_\_\_\_

**COMMITTEE AGENDA DATE:** N/A

**COUNCIL AGENDA DATE:** December 15, 2014

**STAFF REVIEW:** Linda M. Martin 

**SIGNATURE** \_\_\_\_\_

**APPROVED BY CITY ADMINISTRATOR**

**SIGNATURE** \_\_\_\_\_

**ITEM SUMMARY:**

Special Service Areas (SSA) were created by the State Legislature many years ago to provide a funding mechanism within a designated area, if approved by a majority within that area. The Special Service Areas were established by the City to accomplish infrastructure construction and improvements, and each receives a level of funding from property tax levies.

Special Service Area 2 serves the purpose of providing infrastructure improvements to the area north of Hawthorne Lane and east of Powis Road. The bonds have been paid in full, and an annual levy is in place to provide for ongoing maintenance and to offset operating costs of the improvements that exceed \$5,000 in any given year. The budget for fiscal year 2015 for operating costs has been proposed at an amount of \$13,800, and accordingly, the levy proposed for the 2014 tax levy year is \$8,800.

Special Service Area 27, established 11/18/97, was created for the purpose of curb improvements on South Aurora Street at a cost of \$3,482.65. Its boundaries include three parcels. Additionally, the SSA #27 parcels are within the TIF District. Currently, there are approximately two years remaining whereby the City may recover its costs through the levy of taxes for SSA 27, and the maximum rate which can be levied for the SSA is \$0.75 per \$100.00 of equalized assessed value (EAV).

For the tax levy year 2013, the EAV for SSA #27 is \$38,540 (unchanged from the prior year). The maximum amount that can be levied for the 2014 tax year is \$289.

The Capital Projects Fund originally funded the improvement costs for Special Service Area 27. The tax levy ordinance allows for the collection of funds to repay the costs of such improvements.

**ACTIONS PROPOSED:** Recommend approval of the referenced tax levy Ordinance for SSA #27 to repay the loan originally made from the Capital Projects Fund, and also the Ordinance for SSA #2 for annual maintenance and operating expenses.

**COMMITTEE RECOMMENDATION:** This item did not go to Committee.

ORDINANCE NO. 14-O-0035

AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF  
TAXES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2015  
AND ENDING DECEMBER 31, 2015 IN AND FOR THE  
CITY OF WEST CHICAGO SPECIAL SERVICE AREA NO. 2

BE IT ORDAINED BY THE City Council of the City of West Chicago, Illinois, in  
regular session assembled as follows:

SECTION 1. Finding. City of West Chicago Special Service Area No.2 has been created  
by an Ordinance entitled:

“ORDINANCE NO. 1646 – ESTABLISHING CITY OF  
WEST CHICAGO SPECIAL SERVICE AREA NO. 2.”

adopted March 21, 1983, and effective as of March 21, 1983, no petition having been filed  
opposing the creating of the Special Service Area, pursuant to Section 9 of the Public Act 82-  
640. Said Special Service Area No. 2 consists of the territory described in Ordinance No. 1646.  
The City of West Chicago is authorized to levy taxes at a rate not to exceed .0500 for special  
services in said Special Service Area.

SECTION 2. That the following sum, or as much thereof as may be authorized by law,  
be, and the same hereby are, levied upon the taxable property as defined in the Revenue Act of  
1939 in the City of West Chicago Special Service Area No. 2, said tax to be levied for fiscal year  
beginning January 1, 2015 and ending December 31, 2015.

SPECIAL OPERATING EXPENSES

Special maintenance and operating expenses – City of West Chicago  
Special Service Area No. 2. Ordinance No. 1646.....\$8,800.00

SECTION 3. That this tax is levied pursuant to Article VII, Section 7, of the  
Constitution of the State of Illinois and pursuant to Public Act 82-640 and pursuant to Ordinance  
No. 1646 establishing City of West Chicago Special Service Area No. 2.

SECTION 4. It is hereby certified to the County Clerk of DuPage County, Illinois, that  
\$8,800.00 is the total amount the said City of West Chicago Special Service Area No. 2 requires  
to be raised by taxation for the fiscal year beginning January 1, 2015 and ending December 31,  
2015, and the City Clerk of said City is hereby authorized and directed to file with the County  
Clerk of County of DuPage, State of Illinois, on or before the time required by law, a duly  
certified copy of this Ordinance.

SECTION 5. That all ordinances or parts thereof in conflict with the provisions of this  
Ordinance are to the extent of such conflict expressly repealed.

SECTION 6. That this Ordinance shall be in full force and effect from and after its  
passage, approval, and publication in pamphlet form as provided by law.

PASSED this day of 15th day of December 2014.

Alderman L. Chassee	_____	Alderman J. Beifuss	_____
Alderman A. Hallett	_____	Alderman J. Banas	_____
Alderman M. Birch	_____	Alderman S. Dimas	_____
Alderman K. Meissner	_____	Alderman R. Stout	_____
Alderman L. Grodoski	_____	Alderman D. F. Earley	_____
Alderman M. Fuesting	_____	Alderman M. Edwalds	_____
Alderman J. Smith	_____	Alderman J. C. Smith, Jr.	_____

APPROVED as to form: \_\_\_\_\_  
Patrick K. Bond, City Attorney

APPROVED this 15th day of December 2014.

\_\_\_\_\_  
Ruben Pineda, Mayor

ATTEST:

\_\_\_\_\_  
Nancy M. Smith, City Clerk

PUBLISHED: \_\_\_\_\_

ORDINANCE NO. 14-O-0036

AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF  
TAXES FOR THE FISCAL YEAR BEGINNING JANUARY 1,  
2015 AND ENDING DECEMBER 31, 2015 IN AND FOR THE  
CITY OF WEST CHICAGO SPECIAL SERVICE AREA NO. 27

BE IT ORDAINED by the City Council of the City of West Chicago, Illinois, in regular session assembled; as follows:

SECTION 1. Finding. City of West Chicago Special Service Area No. 27 has been created by an Ordinance entitled:

“ORDINANCE NO. 4038 – ESTABLISHING CITY OF  
WEST CHICAGO SPECIAL SERVICE AREA NO. 27”

adopted December 1, 1997, and effective as of December 2, 1997, no petition having been filed opposing the creating of the Special Service Area, pursuant to Section 9 of the Public Act 82-640. Said Special Service Area Number 27 consists of the territory described in Ordinance No. 4038. The City of West Chicago is authorized to levy taxes at a rate not to exceed .7500 for special services in said Special Service Area.

SECTION 2. That the following sum or as much thereof as may be authorized by law, be, and the same hereby, are levied upon the taxable property as defined in the Revenue Act of 1939 in the City of West Chicago Special Service Area 27, said tax to be levied for the fiscal year beginning January 1, 2015 and ending December 31, 2015.

SPECIAL OPERATING EXPENSES

Debt Repayment – City of West Chicago  
Special Service Area No. 27 Ordinance No. 4038 ----- \$289.00

SECTION 3. That this tax is levied pursuant to Article VII, Section 7 of the Constitution of the State of Illinois and pursuant to Public Act 82-640 and pursuant to Ordinance No. 4038 establishing City of West Chicago Special Service Area Number 27.

SECTION 4. It is hereby certified to the County Clerk of DuPage County, Illinois, that \$289.00 is the total amount the said City of West Chicago Special Service Area No. 27 requires to be raised by taxation for the fiscal year beginning January 1, 2015 and ending December 31, 2015, and the City Clerk of said City is hereby authorized and directed to file with the County Clerk of County of DuPage, State of Illinois, on or before the time required by law, a duly certified copy of this Ordinance.

SECTION 5. That all ordinances or parts thereof in conflict with the provisions of this Ordinance are to the extent of such conflict expressly repealed.

SECTION 6. That this Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.



PASSED this 15th day of December 2014.

Alderman L. Chassee	_____	Alderman J. Beifuss	_____
Alderman A. Hallett	_____	Alderman J. Banas	_____
Alderman M. Birch	_____	Alderman S. Dimas	_____
Alderman K. Meissner	_____	Alderman R. Stout	_____
Alderman L. Grodoski	_____	Alderman D. F. Earley	_____
Alderman M. Fuesting	_____	Alderman M. Edwalds	_____
Alderman J. Smith	_____	Alderman J. C. Smith, Jr.	_____

APPROVED as to form: \_\_\_\_\_  
Patrick K. Bond, City Attorney

APPROVED this 15th day of December 2014.

\_\_\_\_\_  
Ruben Pineda, Mayor

ATTEST:

\_\_\_\_\_  
Nancy M. Smith, City Clerk

PUBLISHED: \_\_\_\_\_

Date: 12/02/2014

**CITY OF WEST CHICAGO, ILLINOIS  
APPLICATION TO SERVE ON CITY BOARD OR COMMISSION**

NAME: Michael Schafer  
ADDRESS: 550 Main Street Unit 211  
CITY: West Chicago  
EMPLOYER: New Penn Financial LLC.

HOME TELEPHONE: 630-890-1977  
WORK TELEPHONE: \_\_\_\_\_  
STATE: IL ZIP: 60185  
JOB TITLE: Branch Manager/Mortgage Specialist

HAVE YOU RESIDED IN WEST CHICAGO FOR OVER ONE (1) YEAR? ☒ YES ☐ NO

**I am interested in serving on:**

- ☐ Building Board of Appeals
- ☒ Civil Service Commission
- ☐ Cultural Arts Commission
- ☐ Environmental Commission
- ☐ Historical Preservation Commission
- ☒ Plan Commission & Zoning Board of Appeals
- ☐ Police Pension Board

**Area of knowledge and/or expertise:**

- ☒ Computers
- ☒ Financial Mgmt.
- ☐ Pension Fund
- ☐ Land Use Planning
- ☐ Graphics
- ☒ Real Estate
- ☐ Building Construction
- ☐ Engineering
- ☐ Community Groups
- ☐ Other:

**EMPLOYMENT BACKGROUND:**

I have been in the Mortgage Industry since 2002 and have only worked for 2 different Institutions. From 2000-2002 I traded securities and options at the Chicago Mercantile Exchange.

**EDUCATION BACKGROUND:**

Graduated from Eastern Illinois University in 2000

**WHAT OTHER QUALIFICATIONS DO YOU FEEL YOU HAVE TO OFFER THE ABOVE REFERENCED BOARD/COMMISSION?**

Communication Skills, Team Leadership, Solution Management.

**WOULD YOU BE ABLE TO ATTEND REGULARLY SCHEDULED MEETINGS?**

Yes

**For Office Use Only**

Copy Submitted to Mayor: \_\_\_\_\_ Presented to City Council: \_\_\_\_\_  
Appointed to: \_\_\_\_\_  
Term of Office: From: \_\_\_\_\_ to: \_\_\_\_\_  
Reappointment: From: \_\_\_\_\_ to: \_\_\_\_\_

Submit completed application to office of the Mayor:  
fax (630) 293-3028; email [info@westchicago.org](mailto:info@westchicago.org) Call (630) 293-2200 ext. 123.

**Submit**

Date: December 11, 2014

**CITY OF WEST CHICAGO, ILLINOIS  
APPLICATION TO SERVE ON CITY BOARD OR COMMISSION**

NAME: Sarah Schafer  
ADDRESS: 550 Main Street, Unit 211  
CITY: West Chicago  
EMPLOYER: Vantage Leadership Group

HOME TELEPHONE: 630-624-8110  
WORK TELEPHONE: 312-236-9351  
STATE: IL ZIP: 60185  
JOB TITLE: Associate

HAVE YOU RESIDED IN WEST CHICAGO FOR OVER ONE (1) YEAR? ☒ YES ☐ NO

**I am interested in serving on:**

- ☐ Building Board of Appeals
- ☒ Civil Service Commission
- ☐ Cultural Arts Commission
- ☐ Environmental Commission
- ☐ Historical Preservation Commission
- ☐ Plan Commission & Zoning Board of Appeals
- ☐ Police Pension Board

**Area of knowledge and/or expertise:**

- ☒ Computers
- ☐ Financial Mgmt.
- ☐ Pension Fund
- ☐ Land Use Planning
- ☐ Graphics
- ☐ Real Estate
- ☐ Building Construction
- ☐ Engineering
- ☐ Community Groups
- ☒ Other: human resources

**EMPLOYMENT BACKGROUND:**

Vantage Leadership Consulting; July 2010 - present

**EDUCATION BACKGROUND:**

Eastern Illinois University Graduate 2000, Degree in Business Management

**WHAT OTHER QUALIFICATIONS DO YOU FEEL YOU HAVE TO OFFER THE ABOVE REFERENCED BOARD/COMMISSION?**

Human Resources Practices, leadership and communication skills, project management, past member of Society for Human Resources Management

**WOULD YOU BE ABLE TO ATTEND REGULARLY SCHEDULED MEETINGS?**

yes

**For Office Use Only**

Copy Submitted to Mayor: \_\_\_\_\_ Presented to City Council: \_\_\_\_\_

Appointed to: \_\_\_\_\_

Term of Office: From: \_\_\_\_\_ to: \_\_\_\_\_

Reappointment: From: \_\_\_\_\_ to: \_\_\_\_\_

Submit completed application to office of the Mayor:

fax (630) 293-3028; email [info@westchicago.org](mailto:info@westchicago.org) Call (630) 293-2200 ext. 123.

**Submit**