

**REGULAR MEETING**

**MAYOR AND BOARD OF TRUSTEES, VILLAGE OF BURR RIDGE, IL**

**October 24, 2011**

**CALL TO ORDER** The Regular Meeting of the Mayor and Board of Trustees of October 24, 2011 was held in the Meeting Room of the Village Hall, 7660 County Line Road, Burr Ridge, Illinois and called to order at 7:00 p.m. by Mayor Grasso.

**PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted by Gioia Solano of St. John of the Cross School.

**ROLL CALL** was taken by the Village Clerk and the results denoted the following present: Trustees Ruzak, Sodikoff, Paveza, Grela, Manieri, and Mayor Grasso. Absent was Trustee Wott. Also present were Village Administrator Steve Stricker, Assistant to the Administrator Lisa Scheiner, Deputy Police Chief Tim Vaclav, Community Development Director Doug Pollock, Finance Director Jerry Sapp and Village Clerk Karen Thomas.

There being a quorum, the meeting was open to official business.

**AUDIENCE** There were none at this time.

**CONSENT AGENDA – OMNIBUS VOTE** After reading the Consent Agenda by Mayor Grasso, motion was made by Trustee Grela and seconded by Trustee Paveza that the Consent Agenda – Omnibus Vote, (attached as Exhibit A) and the recommendations indicated for each respective item, be hereby approved.

On Roll Call, Vote Was:

AYES: 5 – Trustees Grela, Paveza, Manieri, Ruzak, Sodikoff

NAYS: 0 – None

ABSENT: 1 – Trustee Wott

There being five affirmative votes, the motion carried.

**APPROVAL OF REGULAR MEETING OF OCTOBER 10, 2011** were approved for publication under the Consent Agenda by Omnibus Vote.

**RECEIVE AND FILE (DRAFT) SPACE NEEDS COMMITTEE MEETING OF OCTOBER 10, 2011** were noted as received and filed under the Consent Agenda by Omnibus Vote.

**RECEIVE AND FILE (DRAFT) HOTEL MARKETING COMMITTEE MEETING OF OCTOBER 14, 2011** were noted as received and filed under the Consent Agenda by Omnibus Vote.



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**RECEIVE AND FILE (DRAFT) PLAN COMMISSION MEETING OF OCTOBER 17, 2011**  
were noted as received and filed under the Consent Agenda by Omnibus Vote.

**ORDINANCE AMENDING SECTION X.F.2 OF THE BURR RIDGE ZONING ORDINANCE TO ADD "MEDICAL OR DENTAL CLINICS (BUT NOT INCLUDING FACILITIES DEVOTED PRIMARILY TO EMERGENCY MEDICAL SERVICES)" TO THE LIST OF SPECIAL USES IN THE GI DISTRICT (Z-22-2011: SECTION X.F.2 MEDICAL OFFICES IN THE GI DISTRICT)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance amending section X.F.2 of the Burr Ridge Zoning Ordinance to add "Medical or Dental Clinics (but not including facilities devoted primarily to emergency medical services)" to the list of special uses in the GI District (Z-22-2011: Medical Offices in the GI District).  
**THIS IS ORDINANCE NO. A-834-28-11.**

**ORDINANCE GRANTING A SPECIAL USE PURSUANT TO THE VILLAGE OF BURR RIDGE ZONING ORDINANCE FOR A MEDICAL OFFICE IN A G-I DISTRICT (Z-22-2011: 16W361 SOUTH FRONTAGE ROAD – JANKO AND WOOL / NYCE)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance granting a special use pursuant to the Village of Burr Ridge Zoning Ordinance for a medical office in a G-I District (Z-22-2011: 16W361 South Frontage Road – Janko and Wool / NYCE).  
**THIS IS ORDINANCE NO. A-834-29-11.**

**ORDINANCE GRANTING A VARIATION FROM THE VILLAGE OF BURR RIDGE ZONING ORDINANCE FOR PARKING LOT CURBING AND LANDSCAPING (V-04-2011: 220 – 240 SHORE DRIVE – BRONSON & BRATTON)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance granting a variation from the Village of Burr Ridge Zoning Ordinance for parking lot curbing and landscaping (V-04-2011: 220 – 240 Shore Drive – Bronson & Bratton).  
**THIS IS ORDINANCE NO. A-834-30-11.**

**RESOLUTION AUTHORIZING FIRST AMENDMENT TO WATER TOWER LEASE AGREEMENT (CHICAGO SMSA LIMITED PARTNERSHIP D/B/A VERIZON WIRELESS)** The Board, under the Consent Agenda by Omnibus Vote, adopted the Resolution authorizing the signing of the First Amendment to Water Tower Lease Agreement with Chicago SMSA Limited Partnership d/b/a Verizon Wireless.  
**THIS IS RESOLUTION NO. R-17-11.**

**RECOMMENDATION TO AWARD CONTRACT FOR ELEVATOR PLAN REVIEW AND INSPECTION SERVICES (ELEVATOR INSPECTION SERVICES, INC.)** The Board, under the Consent Agenda by Omnibus Vote, awarded the elevator inspection contract to Elevator Inspection Services for a one year period. The fees will be: plan review, \$40; new elevator inspection, \$80; new elevator re-inspection, \$30; semi annual inspection, \$30; semi annual re-inspection, \$30.



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**APPROVAL OF REQUEST FOR FMLA LEAVE OF ABSENCE – OFFICER RYAN HUSARIK** The Board, under the Consent Agenda by Omnibus Vote, approved the request for unpaid leave of absence under the Family and Medical Leave Act for Police Officer Ryan Husarik.

**VOUCHERS FY 11 - 12** in the amount of \$334,895.54 for the period ending October 24, 2011, and payroll in the amount of \$178,847.04 for the period ending October 15, 2011 were approved for payment under the Consent Agenda by Omnibus Vote.

**RECOMMENDATION TO AWARD CONTRACT FOR UPGRADE OF FINANCIAL SYSTEM SOFTWARE** Finance Director Jerry Sapp provided a summary of the Village's Information Technology history. Mr. Sapp stated the last major upgrade to the system was significant and included servers, workstations, and software but the financial systems, which have been in service for 15 years, were not upgraded and are obsolete and incompatible with current technologies.

Mr. Sapp explained that staff reviewed financial systems used by other municipalities and evaluated systems developed by eight vendors. He stated that three vendors were selected and staff created a systems requirement document. Software demonstrations were provided by the selected vendors and cost proposals were solicited. Mr. Sapp concluded that based upon the cost proposals, reference recommendations provided by other software users and system requirements, staff recommends awarding the contract to BS&A Software in the amount of \$99,915.

Mr. Sapp explained that the contract includes the systems licensing, implementation, training, and conversion. He said the new system will provide many benefits including the elimination of duplicate processes, online viewing of water account information and online permit status review.

In response to Mayor Grasso's inquiry regarding the budget, Village Administrator Steve Stricker responded that \$100,000 was budgeted for the technology upgrade.

Trustee Grela inquired what is included in the annual support and in response, Mr. Sapp explained it includes unlimited calls to the support center, annual updates to the software, training, and annual licenses.

Mayor Grasso inquired as to why BS&A's implementation and training costs are much lower than the other vendors that were evaluated. Mr. Sapp responded that BS&A is located in Michigan and is within driving distance, the other vendors are located such that travel costs are higher.

Mayor Grasso asked about the annual support cost and Mr. Sapp explained that in the first year, support is included in the contract amount and the support cost indicated would be used for ongoing upgrades and support related to those upgrades.



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Mr. Stricker discussed the process for proceeding with the program if the referendum passes for the plan of governance, alternatives for bidding, such as bidding with other communities, and implementation. He added there would be costs associated with the program including staff time, mass printing and mailing costs, attorney costs, and consultant costs. Mr. Stricker added this is not a one-time process and once initiated, the electric supply should be bid again every few years.

Mr. Stricker discussed the benefits of the program and stated that in May of 2013, Com Ed's current contracts will expire and their rates will drop significantly but this can be addressed in the bidding process by adding a provision that the lowest available rate must be offered.

Mr. Stricker explained that residents can currently enroll in any of the opt-in programs that are available. In addition, the Metropolitan Mayors Caucus Energy Saving Program (E.S.P.) has an opt-in program available.

There was Board discussion regarding aspects of the program including the calculation of actual savings to the homeowner, benefits, and potential risk.

Trustee Ruzak stated he would like to see data regarding costs to the Village for initiating an opt-out program versus savings to the residents. Trustee Ruzak also inquired about costs associated with the bidding process required every few years. Mayor Grasso explained that communities can cooperate in the process to reduce costs.

Student Wafeek Elafifi, 16W571 Honeysuckle Rose Lane, inquired if there is another transmitter of the electric service other than Com Ed and in response, Mayor Grasso stated there is not. Mr. Elafifi questioned why the Village would leave Com Ed and in response, Mr. Stricker stated it would be to save money.

Trustee Ruzak suggested notifying residents of the opt-in programs that are currently available and Mayor Grasso responded that it could be placed on the web site and in the next newsletter.

Trustee Paveza stated his concern regarding the cost of the program versus the benefit. In addition, he expressed his preference for using the opt-in program in conjunction with the Metropolitan Mayors Caucus. Mr. Stricker responded that option is possible and would require the Village to endorse the program and inform and educate the residents about it.

The Board discussed rates for electricity and the process the providers are using to obtain electricity.

In conclusion, the Board continued the discussion regarding electric aggregation to the November 14, 2011 Board meeting.

**PRESENTATION OF BI-ANNUAL GOALS (TARGETS FOR ACTION) FOR FY 2011-2013**

Assistant to the Administrator Lisa Scheiner stated the guidelines used by the Village Board at the



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Bi-Annual Goal Setting Workshop on September 22, 2011 and the Community Vision. Ms. Scheiner discussed the top priority goals which are as follows:

- Creation of a Restaurant Association, including a place of eating tax
- Public / private pond maintenance
- Village Hall renovation
- Research the sharing of police services
- Electric aggregation.

Ms. Scheiner discussed the medium priority goals which are as follows:

- Encourage cooperation between the Village Center and County Line Square
- Pursue a zip code for Burr Ridge (60528)
- Explore additional community events, including winter entertainment
- Update the Comprehensive Plan.

The following items were designated as items to be addressed as part of the Budgeting process:

- Explore partnering with Loyola in the offering and purchase of portable emergency generators
- Reinstate the mailing of the Village Newsletters
- Upgrade the concert equipment
- Additional brush chipping service
- Additional revenue generation sources
- Electric system analysis (separate from electric aggregation)
- Review the structure of Boards, Commissions, and Committees.

Ms. Scheiner concluded that staff will be presenting recommendations on the goals for further discussion at a future meeting.

Motion was made by Trustee Paveza and seconded by Trustee Grela to accept the Bi-Annual Goals as written.

Trustee Paveza added that the new goals do not eliminate other previously established goals but are in addition to those items.

On voice vote the motion carried.

**COMMUNITY SURVEY Q & A (AGENDA ITEM THROUGH MAY 14, 2012)** Mayor Grasso discussed the proposed Chicago water rate increase and explained that the Village has a 40-year water supply contract with Chicago and this arrangement makes the Village beholden to rate

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increases. The Board discussed the current contract with Bedford Park and noted that alternatives to the proposed increase are being explored.

**OTHER CONSIDERATIONS** Trustee Paveza noted that the Secretary of State's Mobile Drivers Facility will be at the Village Hall on October 25, 2011 from 10:00 AM to 2:00 PM.

**AUDIENCE** There were none at this time.

**REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS** Mayor Grasso discussed the zip code for Burr Ridge and stated he will be meeting with Senator Mark Kirk or someone in his office regarding this matter and will have an update for the Board in December.

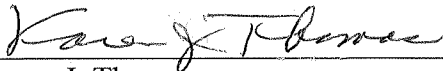
Mayor Grasso reminded the Board that they are invited to attend the DuPage Mayors and Managers Meetings.

Trustee Ruzak informed the Board of the death of one of the original members of the Veterans Memorial Committee Stephen Zaher.

**ADJOURNMENT** Motion was made by Trustee Paveza and seconded by Trustee Ruzak that the Regular Meeting of October 24, 2011 be adjourned.

On voice vote the motion carried and the meeting was adjourned at 8:30 p.m.

PLEASE NOTE: Where there is no summary of discussion on any items in the minutes, this reflects that no discussion occurred other than the introduction of the item.



Karen J. Thomas  
Village Clerk  
Burr Ridge, Illinois

APPROVED BY the President and Board of Trustees this 14<sup>th</sup> day of November, 2011.



**AGENDA  
REGULAR MEETING – MAYOR & BOARD OF TRUSTEES  
VILLAGE OF BURR RIDGE**

**October 24, 2011  
7:00 p.m.**

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE – Gioia Solano  
St. John of the Cross School**
- 2. ROLL CALL**
- 3. AUDIENCE**
- 4. CONSENT AGENDA – OMNIBUS VOTE**

All items listed with an asterisk (\*) are considered routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so request, in which event the item will be removed from the Consent Agenda.

**5. MINUTES**

- \*A. Approval of Regular Meeting of October 10, 2011
- \*B. Receive and File Draft Space Needs Committee Meeting of October 10, 2011
- \*C. Receive and File Draft Hotel Marketing Committee Meeting of October 14, 2011
- \*D. Receive and File Draft Plan Commission Meeting of October 17, 2011

**6. ORDINANCES**

- \*A. Approval of An Ordinance Amending Section X.F.2 of the Burr Ridge Zoning Ordinance to add “Medical or Dental Clinics (but not Including Facilities Devoted Primarily to Emergency Medical Services)” to the List of Special Uses in the G-I District (Z-22-2011: Section X.F.2 Medical Offices in the G-I District)
- \*B. Approval of An Ordinance Granting a Special Use Pursuant to the Village of Burr Ridge Zoning Ordinance for a Medical Office in a G-I District (Z-22-2011: 16W361 South Frontage Road – Janko and Wool/NYCE)
- \*C. Approval of An Ordinance Granting a Variation from the Village of Burr Ridge Zoning Ordinance for Parking Lot Curbing and Landscaping (V-04-2011: 220-240 Shore Drive - Branson & Bratton)

**7. RESOLUTIONS**

- \*A. Adoption of Resolution Authorizing First Amendment to Water Tower Lease Agreement (Chicago SMSA Limited Partnership d/b/a Verizon Wireless)

**EXHIBIT A**

**8. CONSIDERATIONS**

- A. Consideration of Recommendation to Award Contract for Upgrade of Financial System Software
- B. Discussion Regarding Electric Aggregation
- C. Presentation of Bi-Annual Goals (Targets for Action) for FY 2011-2013
- D. Community Survey Question & Answer
- \*E. Approval of Recommendation to Award Contract for Elevator Plan Review and Inspection Services (Elevator Inspection Services, Inc.)
- \*F. Approval of Request for FMLA Leave of Absence – Officer Ryan Husarik
- \*G. Approval of Vendor List
- H. Other Considerations – For Announcement, Deliberation and/or Discussion Only – No Official Action will be Taken

**9. AUDIENCE**

**10. REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS**

**11. ADJOURNMENT**