

**REGULAR MEETING**

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

**November 28, 2011**

**CALL TO ORDER** The Regular Meeting of the Mayor and Board of Trustees of November 28, 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 Isabella Burdi of St. Isaac Jogues School.

**ROLL CALL** was taken by the Village Clerk and the results denoted the following present: Trustees Ruzak, Sodikoff, Paveza, Grela, Manieri, Wott, and Mayor Grasso. Also present were Village Administrator Steve Stricker, Police Chief John Madden, Community Development Director Doug Pollock, Public Works Director Paul May, Finance Director Jerry Sapp, and Village Clerk Karen Thomas.

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

**AUDIENCE** Resident Jack Schaus thanked the Board, Mayor Grasso, Village Clerk, and Village Staff for their time and efforts in supporting the Village and the residents.

**CONSENT AGENDA – OMNIBUS VOTE** After reading the Consent Agenda by Mayor Grasso, motion was made by Trustee Wott 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: 6 – Trustees Wott, Paveza, Grela, Manieri, Ruzak, Sodikoff

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried.

**APPROVAL OF REGULAR MEETING OF NOVEMBER 14, 2011** were approved for publication under the Consent Agenda by Omnibus Vote.

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

**RECEIVE AND FILE (DRAFT) ECONOMIC DEVELOPMENT COMMITTEE MEETING OF NOVEMBER 15, 2011** were noted as received and filed under the Consent Agenda by Omnibus Vote.



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**RECEIVE AND FILE (DRAFT) PATHWAY COMMISSION MEETING OF NOVEMBER 10, 2011** were noted as received and filed under the Consent Agenda by Omnibus Vote.

**ORDINANCE AMENDING SECTIONS VIII.B.2 AND VIII.C.2 OF THE BURR RIDGE ZONING ORDINANCE TO ADD TUTORING CENTER FOR PRE-SCHOOL, PRIMARY AND SECONDARY EDUCATION TO THE LIST OF SPECIAL USES IN THE B-1 AND B-2 DISTRICTS (Z-24-2011: AMENDMENT TO THE B-1 AND B-2 DISTRICTS)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance to add Tutoring center for pre-school, primary, and secondary education to the list of special uses in the B-1 and B-2 Districts (Z-24-2011: Amendment to the B-1 and B-2 Districts).  
**THIS IS ORDINANCE NO. A-834-31-11.**

**ORDINANCE GRANTING A SPECIAL USE FOR A TUTORING CENTER FOR PRE-SCHOOL, PRIMARY AND SECONDARY EDUCATION PURSUANT TO THE VILLAGE OF BURR RIDGE ZONING ORDINANCE (Z-24-2011: 84 BURR RIDGE PARKWAY – KUMON LEARNING CENTERS)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance granting a special use for a Tutoring Center for pre-school, primary, and secondary education pursuant to the Village of Burr Ridge Zoning Ordinance (Z-24-2011: 84 Burr Ridge Parkway – Kumon Learning Centers).  
**THIS IS ORDINANCE NO. A-834-32-11.**

**ORDINANCE AMENDING SECTION 57.30 OF ARTICLE VII, CHAPTER 57 OF THE BURR RIDGE MUNICIPAL CODE (PERMIT REQUIRED FOR THE REMOVAL OF TREES)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance amending Section 57.30 of Article VII, of Chapter 57 of the Burr Ridge Municipal Code (Permit Required for the Removal of Trees).  
**THIS IS ORDINANCE NO. A-779-1-11.**

**PATHWAY COMMISSION RECOMMENDATION TO REJECT REQUEST FROM RESIDENT AT 537 87<sup>TH</sup> STREET TO REMOVE SIDEWALK LEADING INTO THE PARKVIEW BASIN FROM 87<sup>TH</sup> STREET** The Board, under the Consent Agenda by Omnibus Vote, denied the request from the resident at 537 87<sup>th</sup> Street to remove the sidewalk leading into the Parkview Basin from 87<sup>th</sup> Street.

**RECOMMENDATION TO ACCEPT ENERGY EFFICIENCY LIGHTING GRANT FROM THE ILLINOIS CLEAN ENERGY COMMUNITY FOUNDATION AND FROM THE METROPOLITAN MAYORS CAUCUS/ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY** The Board, under the Consent Agenda by Omnibus Vote, accepted the grants and authorized the Village Administrator to sign the necessary grant acceptance documents.



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**VOUCHERS FY 11 - 12** in the amount of \$34,229.19 for the period ending November 28, 2011, and payroll in the amount of \$178,936.28 for the period ending November 12, 2011 were approved for payment under the Consent Agenda by Omnibus Vote.

**ORDINANCE AMENDING CHAPTER 41 OF THE BURR RIDGE MUNICIPAL CODE BY ADDING A NEW SECTION 41.11 – LIMITING THE TIME PERIOD FOR TRICK-OR-TREATING** Village Clerk Karen Thomas noted that the new section number to be added to the Municipal Code is 41.11 rather than 41.33 as indicated on the agenda.

Village Administrator Steve Stricker stated that based upon the discussion at the Board Meeting of November 14, 2011, an Ordinance has been prepared amending the trick-or-treat hours to a start time of 3 p.m. and an end time of 8 p.m.

Motion was made by Trustee Paveza and seconded by Trustee Wott to amend Chapter 41 of the Burr Ridge Municipal Code by adding a new section 41.11 – Limiting the Time Period for Trick-or-Treating to a start time of 3 p.m. and an end time of 8 p.m.

On Roll Call, Vote Was:

AYES: 4 – Trustees Paveza, Wott, Ruzak, Sodikoff

NAYS: 2 – Trustees Grela, Manieri

ABSENT: 0 – None

There being four affirmative votes, the motion carried.

**THIS IS ORDINANCE NO. A-274-02-11.**

**ORDINANCE GRANTING A VARIATION FROM THE VILLAGE OF BURR RIDGE ZONING ORDINANCE TO PERMIT A SALT PROTECTION FENCE/BARRIER IN A FRONT YARD (V-05-2011: 6545 COUNTY LINE ROAD – BECKER)** Community Development Director Doug Pollock stated that the Board directed staff to prepare the Ordinance to grant a variation to permit a salt protection fence in a front yard. He stated this request was previously forwarded to the Board without a recommendation due to the lack of a majority vote of the Plan Commission. Mr. Pollock noted that the petitioner has documented damage reports to their landscaping due to the salt and are requesting the fence be in place from December 1<sup>st</sup> to April 1<sup>st</sup>.

Trustee Paveza indicated there is generally more snow beyond April 1<sup>st</sup> than early December and questioned the dates. Mr. Pollock indicated the petitioner would like to ensure the fence is up prior to the first snowfall and is comfortable with removal by April 1<sup>st</sup>.

Motion was made by Trustee Ruzak and seconded by Trustee Grela to grant a variation from the Village of Burr Ridge Zoning Ordinance to permit a salt protection fence / barrier in a front yard (V-05-2011: 6545 County Line Road – Becker).



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On Roll Call, Vote Was:

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

NAYS: 1 – Trustee Wott

ABSENT: 0 – None

There being five affirmative votes, the motion carried.

**THIS IS ORDINANCE NO. A-834-33-11.**

**ADOPTION OF RESOLUTION ENDORSING THE METROPOLITAN MAYORS CAUCUS ENERGY SAVINGS PROGRAM** Village Administrator Steve Stricker stated a Resolution has been prepared to endorse the Metropolitan Mayors Caucus Opt-in Program for electric service. He explained that information will be posted on the Village website, TV Bulletin Board, social media sites and a press release will be prepared.

Motion was made by Trustee Manieri and seconded by Trustee Ruzak to adopt the Resolution endorsing the Metropolitan Mayors Caucus Energy Savings Program.  
On voice vote, the motion carried.

**THIS IS RESOLUTION NO. R-18-11.**

**ECONOMIC DEVELOPMENT COMMITTEE RECOMMENDATION TO CONTRACT WITH SEEYOU DOWNTOWN.COM TO CREATE VIDEOS TO PROMOTE BURR RIDGE BUSINESSES** Village Administrator Steve Stricker explained that the Board reviewed recommendations from the Economic Development Committee in June regarding the promotion of the downtown businesses by establishing a promotional campaign through a contract with SeeYouDowntown.com. He stated that no action was taken at that time and the Board requested additional information related to the campaign. Mr. Stricker said the Economic Development Committee met on November 15, 2011 and discussed the need for the promotional campaign. He explained the campaign would consist of eight videos highlighting businesses in selected categories and would be shown on the SeeYouDowntown.com web site, Village website, social media sites, and Village cable channel.

Mr. Stricker stated the Economic Development Committee recommends a one-year trial of SeeYouDowntown.Com with the hope that Village Businesses will create their own videos to also be shown on the website. He said the total cost for the subscription and video pieces is \$11,400 and if 15 businesses subscribe to the website, the Village would receive a partner credit of \$2,340. Mr. Stricker noted there are sufficient funds in the budget to support the expense.

Trustee Paveza questioned the seven 30-second videos and the amount of information that could be conveyed about the Village businesses in that amount of time. In response, Mr. Stricker explained the video depicting downtown Burr Ridge is 60 seconds and the 30-second videos are those highlighting businesses in the designated categories. He stated that we would not name all of the businesses in a short video such as these, but would give the viewers a positive image of the types of businesses that are available in Burr Ridge.



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Trustee Manieri added that the videos can be used on the cable channel and the collective videos will result in a good-sized presentation of the types of businesses we have in the Village. He also noted that the videos will help increase awareness of the Village businesses as there are many who are unaware of the existence of the Village Center.

Trustee Sodikoff added that it is a cost-effective option since it includes the creation of the videos and the website subscription.

Trustee Ruzak would like the expenditure postponed until January as he feels there might be better ways to promote the Village Center, such as events.

Trustee Sodikoff added that using the videos is a way to expand upon the results of the events and bring awareness of the Village Center to the public.

Mayor Grasso inquired as to how the success of the video presentations would be measured. Mr.

[REDACTED]

be shown on the website. He said the total cost for the subscription and video pieces is \$11,400 and if 15 businesses subscribe to the website, the Village would receive \$22,800.

[REDACTED]

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**DISCUSSION REGARDING RESTAURANT HOURS OF OPERATION** Community Development Director Doug Pollock stated that as part of the special use approval of hours for Wok N Fire Restaurant granted at the October 10, 2011 Board Meeting, staff was directed to provide information on the hours of operation for other restaurants in the Village with liquor licenses. Mr. Pollock presented a table depicting this information and explained that per the Zoning Ordinance, the required restaurant closing time is 10 PM but the Zoning Ordinance allows special use approval, which has been granted for all restaurants in the Village that serve alcoholic beverages. Mr. Pollock discussed the various closing times explaining that the special uses were granted in a manner that maintains consistency throughout the Village.

Mr. Pollock explained that potential changes would require the Plan Commission to conduct a public hearing and make a recommendation to the Board. Mr. Pollock discussed the primary issues to be considered and requested Board direction.

Trustee Sodikoff inquired about the different types of liquor licenses and Village Administrator Steve Stricker explained that the type of license has no bearing on the closing times allowed by the Zoning Ordinance and that almost all licenses currently permit a 2:00 AM closing time.

The Board discussed alternatives to the closing times in relation to weeknights and weekends.

The Board concluded that additional information is needed from the restaurants regarding the significance of the requirement that food be served up to a certain hour.

The Board agreed upon the following:

1. The weekend days are designated as Thursday, Friday, and Saturday with a closing time of 1:00 AM, with the consideration of a permanent 2:00 AM closing or 2:00 AM with special permission;
2. Sunday through Wednesday are considered weekdays with a closing time of midnight;
3. Clarification is required regarding food service requirements.

Mr. Pollock agreed that the input of the restaurant owners and operators is needed and requested Board direction as to how to proceed with obtaining it. Mayor Grasso responded he would like this matter to go before the Plan Commission via a Public Hearing and the Board agreed.

**CONTINUED DISCUSSION REGARDING FILLING THE VACANT POLICE OFFICER POSITION** Village Administrator Steve Stricker stated that this matter was tabled from the August 22, 2011 Board meeting. He said that since that time, the grant funding applied for to fund the position was not received and most likely will not be available in the future. Mr. Stricker suggested that this matter be tabled to the January 23, 2012 Board meeting to allow the Board of Fire and Police Commissioners the opportunity to finalize the new Eligibility List. He added that at that time, he would be making a recommendation to fill the vacant position. Trustee Paveza inquired as to how old the previous Eligibility List was and in response, Mr. Stricker stated the list is two years old.



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Motion was made by Trustee Grela and seconded by Trustee Ruzak to continue the discussion regarding the filling of the vacant Police Officer position to the Board Meeting of January 23, 2012. On voice vote, the motion carried.

**UPDATE ON SECURITY CAMERAS** Finance Director Jerry Sapp provided the Board with a description of the Village's wireless network, its components and the installation schedule. Mr. Sapp discussed the current applications available on the network as well as future applications which includes video surveillance cameras.

Mr. Sapp indicated that eight homeowners associations initially expressed interest in video surveillance in their neighborhoods. He added that video surveillance is now available to be implemented in the Village and explained the requirements for the implementation and the hardware and installation costs.

Trustee Wott inquired about the recording by the cameras and Mr. Sapp explained that the recordings are digital and stored on a server at the Village Hall for a designated period of time.

Trustee Ruzak inquired about maintenance costs and Mr. Sapp stated it is approximately \$1,000 per year. Mr. Stricker added that the cameras and their maintenance are the responsibility of the Homeowners Association.

Mayor Grasso inquired about the possibility of Village-wide coverage and Mr. Sapp replied that the coverage area is not currently in place to permit it and the cost is significant.

The Board discussed the benefits of the cameras and the possibility of a referendum or a one-time expenditure to build a portion of the network.

Mr. Stricker stated the homeowners associations would be contacted for interest in the installation of the surveillance system.

Trustee Sodikoff added that despite the presence of surveillance cameras, there is no data suggesting they prevent crime.

**WATER COMMITTEE RECOMMENDATION CONCERNING WATER METER READING** Village Administrator Steve Stricker explained that since 2001, DuPage County has been performing the Village water meter readings and they have proposed a cost increase from \$0.50 to \$1 per read for properties in DuPage County and from \$0.50 per read to \$2 per read for properties outside of DuPage County. He explained that this increase will result in a total increase to the Village of \$24,891 per year.

Mr. Stricker explained that alternatives were explored and through the hiring of two part-time employees, the readings could be performed at a better rate. In addition, the employees would also



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be available for additional meter installations as well as other Public Works duties such as snow plowing.

Mr. Stricker added that the Water Committee discussed the alternatives and unanimously recommended that the Village proceed with amending the agreement with DuPage County and proceed with the hiring of the new employees. The official start date for the process is currently under discussion.

Motion was made by Trustee Manieri and seconded by Trustee Wott to authorize staff to work with DuPage County to amend the existing Water Meter Agreement and to commence with the process of hiring two part-time meter readers for this purpose.

Trustee Manieri added that the employees hired would also be required to have the appropriate class level driver's license to allow them to assist with snow plowing.

On Roll Call, Vote Was:

AYES: 6 – Trustees Manieri, Wott, Sodikoff, Grela, Paveza, Ruzak

NAYS: 0 – None

ABSENT: 0 – None

There being 6 affirmative votes, the motion carried.

**COMMUNITY SURVEY Q & A (AGENDA ITEM THROUGH MAY 14, 2012)** Mayor  
Grasso addressed the following Community Survey questions:

1. Can the Village bring the Secretary of State's office more often and perhaps on a weekend?  
No, because the dates and times are controlled by the Secretary of State's office and the Village has no control over them and they can only be scheduled one at a time. The next event is planned for January 10, 2012.
2. Can the Village reinstate the mass mailing / printing of the Village Newsletter?  
The Village discontinued the mass mailing in 2009 as the cost approached \$10,000. The budget was reduced in FY 10 – 11 and only the January Newsletter / Annual Report was mailed to residents. A small number of the newsletters are printed in-house for those residents who cannot access the newsletter online. The Village Board will review the mass mailing as part of the budget discussions for next fiscal year.

**OTHER CONSIDERATIONS** There were none at this time.

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

**REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS** Trustee Manieri  
thanked the Events Planning Committee for the successful Jingle Mingle Event.

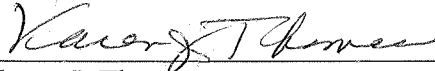




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**ADJOURNMENT** Motion was made by Trustee Paveza and seconded by Trustee Wott that the Regular Meeting of November 28, 2011 be adjourned.  
On voice vote the motion carried and the meeting was adjourned at 8:44 p.m.

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 12<sup>th</sup> day of December, 2011.



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

November 28, 2011  
7:00 p.m.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE – Isabella Burdi  
St. Isaac Jogues 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 November 14, 2011
- \*B. Receive and File Draft Water Committee Meeting of November 14, 2011
- \*C. Receive and File Draft Economic Development Committee Meeting of November 15, 2011
- \*D. Receive and File Draft Pathway Commission Meeting of November 10, 2011

6. **ORDINANCES**

- A. Consideration of An Ordinance Amending Chapter 41 of the Burr Ridge Municipal Code by Adding a New Section 41.33 – Limiting the Time Period for Trick-or-Treating
- B. Consideration of An Ordinance Granting a Variation from the Village of Burr Ridge Zoning Ordinance to Permit a Salt Protection Fence/Barrier in a Front Yard (V-05-2011: 6545 County Line Road – Becker)
- \*C. Approval of An Ordinance Amending Sections VIII.B.2 and VIII.C.2 of the Burr Ridge Zoning Ordinance to Add Tutoring Center for Pre-School, Primary and Secondary Education to the List of Special Uses in the B-1 and B-2 Districts (Z-24-2011: Amendment to the B-1 and B-2 Districts)
- \*D. Approval of An Ordinance Granting a Special Use for a Tutoring Center for Pre-School, Primary and Secondary Education Pursuant to the Village of Burr Ridge Zoning Ordinance (Z-24-2011: 84 Burr Ridge Parkway – Kumon Learning Centers)
- \*E. Approval of Ordinance Amending Section 57.30 of Article VII, Chapter 57 of the Burr Ridge Municipal Code (Permit Required for the Removal of Trees)

**7. RESOLUTIONS**

- A. Consideration of Adoption of Resolution Endorsing the Metropolitan Mayors Caucus Energy Savings Program

**8. CONSIDERATIONS**

- A. Consideration of Economic Development Committee Recommendation to Contract with SeeYouDowntown.com to Create Videos to Promote Burr Ridge Businesses
- B. Discussion Regarding Restaurant Hours of Operation
- C. Continued Discussion Regarding Filling the Vacant Police Officer Position
- D. Update on Security Cameras
- E. Consideration of Water Committee Recommendation Concerning Water Meter Reading
- F. Community Survey Question & Answer
- \*G. Approval of Pathway Commission Recommendation to Reject Request from Resident at 537 87<sup>th</sup> Street to Remove Sidewalk Leading into the Parkview Basin from 87<sup>th</sup> Street
- \*H. Approval of Recommendation to Accept Energy Efficiency Lighting Grant from the Illinois Clean Energy Community Foundation and from the Metropolitan Mayors Caucus/Illinois Department of Commerce and Economic Opportunity
- \*I. Approval of Vendor List
- J. 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**