

REGULAR MEETING – ACTING PRESIDENT & BOARD OF TRUSTEES
VILLAGE OF BURR RIDGE
February 25, 2019
7:00 p.m.

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. RESIDENTS COMMENTS**
- 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 Board Meeting of February 11, 2019
- B. * Receive and File Draft of Water Committee Meeting of February 11, 2019
- C. * Receive and File Draft of Environmental Quality Commission Meeting of February 12, 2019
- D. * Receive and File Draft of Plan Commission Meeting of February 18, 2019
- E. * Receive and File Draft of Economic Development Committee Meeting of February 20, 2019

6. ORDINANCES

7. RESOLUTIONS

- A. * Approval of Resolution Extending the Vegetation Management Agreement with Commonwealth Edison Concerning the 138kV Transmission Line Area

8. CONSIDERATIONS

- A. Consideration of Recommendation to Award Contract to Sports Facility Advisory (SFA) for Consultant Services related to Feasibility Studies of Downtown Sports Facility in an Amount Not To Exceed \$51,750
- B. Consideration of Economic Development Incentive between Oremus Materials and the Village

- C. Consideration of Draft Ordinance Establishing Valet Licensing in Burr Ridge
- D. Update Regarding Sterigenics in Willowbrook, IL
- E. Consideration of Rescission of Ordinance No. 1184; An Ordinance Appointing Acting Village President; Consideration of any Further Action Regarding Addressing or Filling Vacancy in Office of Village President.
- F. Consideration of Censure of Trustees for Release of Confidential Information from Deliberations of Closed Sessions
- G. * Approval of Request for Proposal for Brokerage Services Related to Group Health Insurance Benefits for FY 19-20
- H. * Approval of Recommendation to Ratify Emergency Purchase of Road Salt
- I. * Approval of Request for Raffle License for Gower School PTO and Hosting Facility License for Gower Middle School for its Fun Fair on March 8, 2019
- J. * Approval of Nominations to Appoint Paul Stettin, Victor Hernandez, Debra Hamilton, and Sam Odeh to the Economic Development Committee for Terms Expiring on April 30, 2020 and Nomination to Appoint Trustee Anita Mital as the Chair of the Downtown Burr Ridge Events Planning Committee
- K. * Approval of Vendor List dated February 25, 2019 in the Amount of \$514,479.68 for all Funds, plus \$190,969.65 for Payroll, for a Grand Total of \$705,449.33, which includes Special Expenditures of \$30,580.80 for two deliveries of road salt and \$199,273.31 for purchase of a Peterbuilt dump truck with plow
- L. Other Considerations – For Announcement, Deliberation and/or Discussion only – No Official Action will be Taken

9. RESIDENT COMMENTS

10. REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS

11. NON-RESIDENT COMMENTS

12. CLOSED SESSION

- A. Release of Closed Session Minutes and Verbatim Record

13. Consideration of Release of Closed Session Minutes and Verbatim Record

14. ADJOURNMENT

TO: Board of Trustees

FROM: Village Administrator Doug Pollock and Staff

SUBJECT: Regular Meeting of February 25, 2019

DATE: February 22, 2019

6. ORDINANCES

7. RESOLUTIONS

A. Commonwealth Edison Vegetation Management Agreement

In 2009, the Village and Commonwealth Edison negotiated a compromise agreement regarding vegetation management around the 138kV transmission lines through the Village between Harvester Park on the north and the BNSF Railroad on the south. The agreement terms provide annual trimming and allocated costs for a 10-year period, referred to as the Burr Ridge Vegetation Management Plan.

ComEd is committed to providing efficient and safe electric service to the Village and its customers, which includes vegetation management to assure regional service is not interrupted by falling limbs and other obstructions. The vegetation management program for ComEd is strictly regulated by the Federal Energy Regulatory Commission. Under the 2009 agreement, the Village adopted for its residents the Burr Ridge Vegetation Management Plan, which is a variation of the ComEd Standard Vegetation Management Plan, but maintains existing trees and minimizes tree trimming. The agreement recognizes that implementation of the Burr Ridge Plan involves additional incremental costs in the years in between the five-year cyclical ComEd Plan, all of which are borne by the Village.

Over the past 10 years, the Burr Ridge Vegetation Management Plan outlined in the agreement has been well received by the 116 affected residents along the route of the 138kV transmission line, many of which have become accustomed to this annual trimming program. The total cost to the Village over the 10-year agreement adhering to the Burr Ridge Plan is \$135,720. ComEd incurs all costs every fifth year, according to their ComEd standard plan.

The vegetation management agreement between ComEd and the Village is attached. The agreement expires in April 2019, but would be automatically extended for another 10-year term unless either party notifies the other of its intention not to renew. ComEd has no objection to extending the agreement.

It is our recommendation: that the Village Board pass the resolution extending for a 10-year term to April 2029 the Commonwealth Edison Vegetation Management Agreement concerning the 138kV transmission line.

8. CONSIDERATIONS

A. Consulting Services for Feasibility Study of Downtown Sports Facility

At its January 14, 2019, meeting, the Board approved an RFP for consulting services for feasibility studies of a downtown sports facility, to which staff received four responses. The Economic Development Committee (EDC), with input from staff and the DuPage Convention and Visitor's Bureau (DCVB), unanimously recommends that the Village award a contract for consulting services to Sports Facility Advisory (SFA) of Clearwater, Florida, in the not-to-exceed amount of \$51,750. SFA is a recognized leader in the sports facility consulting, construction, and management industry and has experience studying, constructing, and managing many of the county's most cutting-edge and successful amateur sports facilities currently in operation. SFA not only brings a unique ability to execute from "concept to concrete" but also offered the most competitive pricing and shortest turnaround time of all of the respondents. Furthermore, SFA has a breadth of relevant experience specific to the Burr Ridge trade area, having conducted the original sports facility assessment for DCVB in 2017 which identified a lack of sports facilities in DuPage County.

It is our recommendation: that the contract for consulting services be awarded to Sports Facility Advisory in the not-to-exceed amount of \$51,750.

B. Economic Development Incentive

In December 2018, Village staff was notified by Trustee Tony Schiappa of a concrete materials business that was seeking to establish a sales office within the western suburbs. As this business would be booking a significant amount of retail sales from this office, it would thus generate a significant amount of retail sales tax for the municipality in which its sales office was located. Oremus Materials' presence in the Village is considered a permitted use under the Zoning Ordinance in the area they are considering to locate, with no trucks, heavy equipment, or other construction materials being stored on-site.

Staff has since worked under the direction of the Economic Development Committee (EDC) on a tentative economic development incentive to secure Oremus' sales office within Burr Ridge. At this time, the tentative offer is for a 50% sales tax rebate over the course of five years. According to the sales projections provided by the company, Oremus Materials is projected to generate approximately \$160,000,000 in retail sales in its first five years of existence, which would mean that the value of the total retail sales tax generated would be approximately \$2,000,000. The tentative incentive would abate approximately \$1,000,000 over the course of five years, equal to 50% of all retail sales tax generated annually, with the Village retaining approximately \$1,000,000 in new revenue over the same time period.

The Village's Economic Development Plan provides that sales tax sharing/abatement agreements may be considered as an economic

development incentive, providing that the business seeking the incentive achieve specific public goals, including at least one of the following:

Attracting a “targeted” or “highly desired” business that accomplishes one or more of the following:

- 1) acts as an anchor tenant that will in turn attract other business to the community,
- 2) provide a significant amenity for the residents of the community,
- 3) enhances the community’s image, or
- 4) attracts new consumers without significantly impacting existing businesses within the Village.

According to staff’s analysis, Oremus Materials would qualify as a “targeted” or “highly desired” business under category #4, as they would be providing a significant sales tax contribution to the Village while creating almost no local impact to the neighborhood or municipality at their Burr Ridge location.

Furthermore, the Plan specifies that an incentive must not exceed five years in length with no more than 50% of the sales tax generated over this period being permitted for abatement, while the business must generate at least \$10,000,000 in taxable revenue and \$100,000 in retail sales tax, annually, to qualify for consideration of such an incentive. Oremus Materials meets each of these standards for revenue generation, and the proposed incentive is capped at 50% over a 5-year period. The projected annual revenue for both Oremus and the Village are shown below:

Time	Year 1	Year 2	Year 3	Year 4	Year 5
Revenue	\$15,000,000	\$25,000,000	\$30,000,000	\$40,000,000	\$50,000,000
Village Sales Tax	\$ 187,500	\$ 312,500	\$ 375,000	\$ 500,000	\$ 625,000
Village Net Rev.	\$ 93,750	\$ 156,250	\$ 187,500	\$ 250,000	\$ 312,500
Oremus Rebate	\$ 93,750	\$ 156,250	\$ 187,500	\$ 250,000	\$ 312,500
Pct Rebate	50%	50%	50%	50%	50%

At their regular meeting on February 20, 2019, the EDC unanimously recommended that the Board approve the incentive for Oremus Materials.

If approved, staff would work with Oremus Materials to formalize a final incentive agreement, which would then be approved by the Board of Trustees at a later date. This incentive is related to two distinct Strategic Goals established by the Board in 2017, including “Diversify Village Revenues” and “Attract Revenue Businesses”.

It is our recommendation: that staff be directed to prepare an economic development incentive agreement with Oremus Materials.

C. Establishing Valet Licensing in Burr Ridge

At its meeting of January 28, 2019, the Village Board directed staff to prepare a more detailed analysis and draft language regarding establishment of a valet

license. Staff has prepared and attached a memo regarding this action.

It is our recommendation: that further direction be provided regarding this consideration.

D. Sterigenics Update

On Friday, February 15, the State of Illinois announced that the Governor had issued a seal order against Sterigenics. This order prohibits Sterigenics from starting any new processes using ethylene oxide. Sterigenics appealed this order under an emergency motion in federal court on Tuesday, February 19, with a ruling the federal court upheld the seal order occurring on Thursday, February 21. Sterigenics has since filed for a preliminary injunction in federal court. Preliminary injunctions are non-emergency in nature and act as a next step in the appeal process for Sterigenics. The hearing to consider the preliminary injunction will be heard on Tuesday, February 26.

Several bills regarding the use of ethylene oxide have also been filed by Senator Curran in the Illinois General Assembly. Copies of the legislation have been included in the Trustees' updated communications packet on Sterigenics.

The letter signed by the Trustees asking the Attorney General and Du Page State's Attorney to close Sterigenics was mailed on Tuesday, February 12, 2019.

Also on February 12, the Environmental Quality Commission had its first meeting on issues related to Sterigenics. Draft minutes of that meeting are included in this agenda packet (5C). The draft minutes include a summary of action items being considered by the Commission. The next meeting of the EQC is scheduled for Wednesday, March 6, 2019.

Additional testing results were published by the US EPA on February 21, 2019. Attached is a copy of the latest test results.

Additionally, the Village of Hinsdale voted to petition to join the Attorney General/DuPage State's Attorney lawsuit against Sterigenics, making them the fourth such municipality to authorize such action. Hinsdale has also voted to conduct its own independent ambient air testing.

E. Rescind Appointment of Acting Village President

At the request of Trustee Schiappa, this item has been added to the agenda.

F. Censorship of Trustees

At the request of Trustee Snyder, this item has been added to the agenda.

G. Request for Proposal for Brokerage Services Related to Group Health Benefits

Please find attached an RFP for brokerage services related to group health benefits. The purpose of the RFP is to identify a third-party broker who would then source, purchase, implement, and manage the Village's health insurance programs on behalf of its employees. As part of the Board's strategic goal to contain expenditures, staff has identified purchasing health insurance benefits through an alternative provider as a potential and meaningful source of savings. Currently, the Village purchases its group health insurance from the Intergovernmental Personnel Benefit Cooperative (IPBC). In 2018, the Village had considered leaving the IPBC for a more competitive supplier; however, the price offered through the supplier was eventually rescinded, and the Village remained with IPBC. If an alternative supplier of group health benefits were identified through this process, staff would bring this opportunity to the Board for final approval, as it would require approval to purchase said benefits but also to withdraw from the IPBC.

It is our recommendation: that the RFP be approved for release.

H. Emergency Purchase of Road Salt

The Village Board awarded the FY 2018-19 bulk rock salt contract in May 2018 to the Detroit Salt Company through the DuPage County Division of Transportation joint bid process. The contract provides 1,600 tons at \$67.15 per ton, for total cost of \$107,440, and allows the Village to purchase more at the same unit price.

By early February 2019, the Public Works Department had maintained a salt stockpile for the anticipated remainder of the snow season, which expended its total contract amount. However, the month of February has thus far produced at least a trace of precipitation, with road salt applications necessary, on 18 of its 20 days to-date. The cumulative season total is 41 inches of snowfall, already above a normal season total 32 inches, and which figure does not include 5 freezing rain events requiring continuous applications of road salt.

The Public Works Operations Supervisor had ascertained in mid-February an immediate need for additional rock salt above the minimum stockpiled, and placed an order for 15 loads (330 tons) over the contract amount to shore up the stockpile. To-date this season, the Village has used 2,030 tons, which also used its surplus from the previous season.

The total cost of the rock salt received over the contract amount is \$22,160, which amount exceeds the purchasing authority of the Village Administrator, and is therefore placed on the agenda for ratification.

Based on historical use and forecasts for the remaining winter months, the Department anticipates using 508 tons of salt in the balance of the season but has 88 tons of salt remaining in storage. Therefore 420 tons should be ordered in addition to the 330 tons already received above the contract amount. The

total cost of these purchases would be \$50,363 above the original contract amount and FY 2018-19 budget. The Public Works Operations Supervisor will only place orders as necessary to maintain a minimum stockpile; therefore, this amount will not be exceeded unless conditions become more extreme than have been forecast.

It is our recommendation: that a purchase of rock salt, in the amount of \$22,160, be ratified by the Village Board and the total contract increased \$50,363 to the amount not to exceed \$157,803.

I. Raffle License for Gower School PTO Fun Fair

Enclosed is an application from Gower School PTO to conduct a raffle on March 8, 2019, as part of their Fun Fair, as well as a letter requesting waiver of the fidelity bond requirement. Also enclosed is a letter from Gower Middle School requesting that they be issued a hosting facility license to allow them to hold this event at their location.

It is our recommendation: that a Raffle and Chance License be issued to Gower School PTO for its March 8, 2019 raffle, with the fidelity bond waived, and that the Gower Middle School be licensed to host the event.

J. Appointments to the Economic Development and Downtown Events Planning Committees

Please find attached four nominations for Paul Stettin, Victor Hernandez, Debra Hamilton, and Sam Odeh to the Economic Development Committee (EDC) by Acting Village President Zach Mottl. The term for these nominees are proposed to expire on April 30, 2020. At this time, seven of the eleven total seats on the EDC are vacant.

Also attached is the nomination to appoint Trustee Anita Mital as the Chair of the Downtown Burr Ridge Events Planning Committee.

It is our recommendation: that the nominations be approved.

K. Vendor List

Attached is the vendor list dated February 25, 2019 in the amount of \$514,479.68 for all Funds, plus \$190,969.65 for Payroll, for a Grand Total of \$705,449.33, which includes special expenditures of \$30,580.80 for two deliveries of road salt from Detroit Salt Company and \$199,273.31 for the purchase of a Peterbilt dump truck with plow from Monroe JX Truck Center in Bolingbrook.

It is our recommendation: that the Vendor List be approved.

13. Consideration of Release of Closed Session Minutes and Verbatim Record

This item as well as the corresponding closed session discussion has been added at the request of Trustee Schiappa.

REGULAR MEETING
PRESIDENT AND BOARD OF TRUSTEES
VILLAGE OF BURR RIDGE

February 11, 2019

CALL TO ORDER The Regular Meeting of the President and Board of Trustees of February 11, 2019 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 Acting President Zach Mottl.

PLEDGE OF ALLEGIANCE Pledge of Allegiance was recited

ROLL CALL was taken by the Village Clerk and the results denoted the following present: Trustees Franzese, Mottl, Paveza, Snyder, Schiappa, Mital (arrived at 7:03). Also present were Village Administrator Doug Pollock, Assistant to the Village Administrator Evan Walter, Police Chief John Madden, Deputy Chief Marc Loftus, Public Works Director Dave Preissig, Village Attorney Scott Uhler and Village Clerk Karen Thomas.

RESIDENT COMMENTS

Resident Richard Morton said as president of Lake Ridge Homeowners Association, he suggests the Village consider funding repairs of the roads in subdivisions by using the Special Service Tax Area. Mr. Morton stated he believes having three different acting Presidents serving three weeks each has handicapped the Village.

Resident Theresa Fornek stated she survived Leukemia which has been cited as one of the primary cancers Ethylene Oxide causes. Due to her belief that Trustee Mottl was not wholeheartedly onboard from the beginning of the Sterigenics crisis, she requested he step down as Acting President.

CONSENT AGENDA – OMNIBUS VOTE After reading the Consent Agenda by Acting President Mottl, motion was made by Trustee Snyder and seconded by Trustee Mital that the Consent Agenda – Omnibus Vote (attached as Exhibit A), and the recommendations indicated for each respective item, be hereby approved.

Motion carried by voice vote.

APPROVAL OF REGULAR BOARD MEETING MINUTES OF JANUARY 28, 2019 were approved for publication under the Consent Agenda by Omnibus Vote.

ADOPTION OF AN ORDINANCE GRANTING SPECIAL USE APPROVAL SECTION XII.F.3 OF THE BURR RIDGE ZONING ORDINANCE TO PERMIT AN ILLEGAL, NON-CONFORMING CHAIN LINK FENCE AND BARBED WIRED ON THE SUBJECT PROPERTY (Z-25-2018: 16W020 79TH STREET – DODEVSKI) The Board, under the Consent Agenda by Omnibus Vote, Approved the Ordinance
THIS IS ORDINANCE NO. A-834-01-19

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ADOPTION OF ORDINANCE GRANTING SPECIAL USE APPROVAL PURSUANT TO SECTION X.F.2a OF THE BURR RIDGE ZONING ORDINANCE TO PERMIT AN AUTOMOBILE SALES USE IN AN EXISTING BUILDING (Z-01-2019: 60 SHORE DRIVE – NADDAF) The Board, under the Consent Agenda by Omnibus Vote, Approved the Ordinance.
THIS IS ORDINANCE NO. A-834-02-19

APPROVAL OF RECOMMENDATION TO ORDER TWO (2) POLICE SQUAD CARS (INCLUDED IN FY 19-20 BUDGET; FOR DELIVERY AFTER MAY 1, 2019) The Board, under the Consent Agenda by Omnibus Vote, Approved the Recommendation.

APPROVAL OF REQUEST FOR BLANKET RAFFLE LICENSE FOR 2019 FOR THE WB/BR CHAMBER OF COMMERCE AND HOSTING FACILITY LICENSES AS NEEDED FOR VARIOUS LOCATIONS IN CONJUNCTION WITH THE CHAMBER'S FUNDRAISING EVENTS THROUGHOUT THE YEAR The Board, under the Consent Agenda by Omnibus Vote, Approved the Request for Blanket Raffle License.

APPROVAL OF REQUEST FROM WB/BR CHAMBER OF COMMERCE FOR PLACEMENT OF TEMPORARY PROMOTIONAL SIGNS FOR THE BUSINESS EXPO ON JUNE 5, 2019, THE CRUISIN '66 FEST ON AUGUST 10, 2019, AND THE GOLF OUTING IN SEPTEMBER 2019 The Board, under the Consent Agenda by Omnibus Vote, Approved the Request for placement of temporary promotional signs.

APPROVAL OF REQUEST FOR RAFFLE LICENSE FOR OUR LADY OF PEACE SCHOOL AND HOSTING FACILITY LICENSE FOR MARRIOTT HOTEL BURR RIDGE FOR ITS FUNDRAISING EVENT ON APRIL 3, 2019 The Board, under the Consent Agenda by Omnibus Vote, Approved the Request for Raffle License.

APPROVAL OF REQUEST FOR RAFFLE LICENSE FOR PLEASANTDALE SCHOOL PTO 107 AND HOSTING FACILITY LICENSE FOR BURR RIDGE PARK DISTRICT FOR ITS FUNDRAISING EVENT ON MARCH 2, 2019 The Board, under the Consent Agenda by Omnibus Vote, Approved the Request for Raffle License.

APPROVAL OF VENDOR LIST DATED FEBRUARY 11, 2019 IN THE AMOUNT OF \$232,471.63 FOR ALL FUNDS, PLUS \$200,212.41 FOR PAYROLL, FOR A GRAND TOTAL OF \$432,684.04 WHICH INCLUDES SPECIAL EXPENDITURES OF \$29,991.23 FOR FIVE DELIVERIES OF BULK ROCK SALT AND \$139,955.00 FOR THE PURCHASE OF A CAT EXCAVATOR. The Board, under the Consent Agenda by Omnibus Vote, approved the Vendor List for the period ending February 11, 2019 in the amount of \$232,471.63 for all funds, plus \$200,212.41 for payroll for the period ending January 26, 2019, for a grand total of \$432,684.04 which includes special expenditures of \$29,991.23 for five deliveries of bulk rock salt and \$139,955.00 for the purchase of a cat excavator.

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UPDATE REGARDING STERIGENICS IN WILLOWBROOK, IL Village Administrator Doug Pollock stated the update has been posted to the Website. The US EPA test results show elevated levels of Ethylene Oxide in the immediate vicinity of Sterigenics. The Village of Willowbrook and the City of Darien requested the Attorney General and State's Attorney seek an emergency court order to immediately shut down Sterigenics until there is definitive proof that Ethylene Oxide presents no health hazards to the surrounding communities.

Staff has been investigating a CBS report that Sterigenics operated in three locations in Burr Ridge from 1998 – 2001. A Freedom of Information Act (FOIA) request was filed with IL EPA as well as Tri-State Fire District seeking information on any activity of Sterigenics or related companies operating in Burr Ridge at any time. A prompt response was received from Tri-State, which Village Staff is reviewing. At the Meeting on January 28, 2019 the Village Board directed the Village Attorney to file a petition seeking to join the lawsuit filed by the State of Illinois Attorney General and the DuPage State's Attorney.

The Board appointed seven members to the Environmental Quality Commission to provide oversight and advice concerning issues regarding Sterigenics. The first meeting will be held February 12, 2019, 7:00 pm and is a public meeting.

Village Attorney Scott Uhler stated the draft motion to intervene has been prepared. The matter was removed from State Court and is currently being briefed in Federal Court. There is no purpose in filing the petition to join the lawsuit until it is determined where the case will be prosecuted. In response to Trustee Mottl, Mr. Uhler stated the request for an injunction has been made repeatedly. Efforts are being made by Illinois Attorney General to return the case to State Court to make substantive decisions about a temporary restraining order.

Trustee Mottl stated that after accumulating as much information as he can he has been very supportive of actions against Sterigenics and is frustrated with limited actions available to the Board.

Trustee Franzese explained that the buildings in Burr Ridge that were predecessors to Sterigenics may not have been sterilizing equipment but may have taken pallets to off gas into those facilities and the Ethylene Oxide would then be emitted directly into surrounding neighborhoods so that is a concern. Trustee Franzese also questioned if inspection reports for those facilities are included in the information obtained through the FOIA to Tri-State. Assistant to the Village Administrator Evan Walter responded the documents date back to the beginning of Willowbrook operations in 1984. The files are voluminous and not completely digitized. No inspection reports on the facilities at Shore Drive, Shore Ct or Heathrow Ct have been received yet. Tri-State is still reviewing files and may provide a better understanding of what inspections took place at these addresses.

Trustee Paveza stated he was upset that Trustee Mottl usurped his authority by issuing a Press Release authorizing Village Staff to get involved with an injunction to close Sterigenics without any input from the Board. He stated all Trustees are interested in shutting down Sterigenics. Trustee Mottl

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requested an opinion from Mr. Uhler, who stated it was difficult to understand exactly what had been authorized by the Village Board. He cautioned that Press Releases need to be consistent with Village Policy and guidelines as to what can be stated in Press Releases. Trustee Mottl stated he issued a Press Release which mirrored information on the Village's website. Trustee Mottl clarified that the press release came from his campaign and not from the Village.

In response to Trustee Schiappa, Mr. Uhler confirmed the injunction is a particular action of the lawsuit. It is a motion that can result in a request for immediate relief by the Attorney General's office. Trustee Schiappa questioned what effect this injunction could have on the lawsuit the Village is attempting to join. Mr. Uhler explained the Board has not authorized separate litigation yet. Trustee Mottl asked for clarification about the injunction being filed by Willowbrook and Darien, and Burr Ridge's participation in the injunction. Village Administrator Doug Pollock explained both Willowbrook and Darien were sending a letter requesting the Attorney General and State's Attorney issue an immediate shut down of Sterigenics. Mr. Pollock stated he spoke with several Trustees and was authorized to proceed with preparing the letter to the Attorney General's Office and State's Attorney's Office asking them to seek an immediate shut down. Mr. Pollock read the letter which has been signed by the Trustees. Trustee Schiappa stated there is no injunction as indicated in the Press Release.

Trustee Franzese stated Trustee Mottl acted beyond his authority with the Press Release and that he is politicizing Sterigenics. He continued that Trustee Mottl had agreed, when appointed Acting President, that he would not politicize and if he did, he would step down. Trustee Franzese requested he step down as Acting President.

Trustee Paveza agreed with Trustee Franzese that Trustee Mottl is politicizing Sterigenics.

Trustee Schiappa also agreed with Trustee Franzese that Trustee Mottl is politicizing the Sterigenics issue and asked Trustee Mottl to step down.

Motion was made by Trustee Schiappa to have Trustee Mottl step down and have Trustee Franzese serve as Acting President until the election. Acting President Mottl stated he is not entertaining a motion at this time during the Sterigenics conversation.

Resident Kathryn Camarena stated that people are aware many Trustees have been fighting Sterigenics from the beginning.

Trustee Schiappa reiterated his motion for Trustee Mottl to step down and appoint Trustee Franzese as Acting President until the election. Village Attorney Uhler explained that would need to be on a publicized Agenda for discussion before the motion could be made. Trustee Schiappa requested it be placed on the Agenda for the next meeting.

REVIEW AND DISCUSSION OF VALET PARKING Village Administrator Doug Pollock presented information regarding options for providing valet licenses in the Village. There are five restaurants utilizing valet parking. There have been sporadic issues with four of the restaurants which the Police have addressed in the field.

There was a Parking Variation granted to Capri in 2015 with several conditions. There is no evidence of violations of those conditions. There was another Parking Variation granted in 2018 which does not go into effect until such time as Capri begins utilizing the expanded outdoor dining area. A letter will be sent to Capri as a reminder of the conditions and any violations could result in revocation of the Variance. There have been several complaints of parking violations in County Line Square. An agreement was signed by the property owner in June 2018 which allows enforcement of parking violations. Appropriate signs have been erected and Police have begun enforcing parking violations.

Valet Licensing is an option the Village could consider. The person seeking the license would file a parking plan which would include designation of their staging area and parking area. Staff would review the plan to insure it is consistent with the policy that would be established through this process before issuing the license. The Board would determine the consequences of violations including revocation of the License. The purpose of Valet Licensing is to add another level of enforcement ability.

Motion was made by Trustee Snyder and seconded by Trustee Mital to direct Staff to prepare a License Program for Valet Services.

Trustee Franzese stated it is incumbent on the restaurant owner to manage his service people, contractors, employees and his Valet Service. With a Valet License the Village becomes the enforcer.

There was further discussion regarding parking violations and appropriate signs being erected.

Trustee Snyder stated he will withdraw his motion and table it in order to provide the restaurant owner the opportunity to manage his Valet Service. Village Attorney Scott Uhler stated the Board also has the option to reconsider the 2015 Variance. Mr. Pollock clarified the Village has no knowledge of violations of the 2015 Zoning Variation. There have been violations of other Municipal codes relating to traffic and parking but not the 2015 Zoning Variation. Trustee Mottl stated the licensing gives the Village more control. Trustee Mital questioned if the Valet Service is accountable or Capri Restaurant. Mr. Uhler stated the Zoning is in place with specific conditions Capri must abide by or risk losing their Parking Variation. Licensing would be broader than Zoning because it would relate to other violations such as Fire Lane or unauthorized areas.

In response to Trustee Snyder, Mr. Pollock confirmed that parking behind the building in the service drive is technically a violation of the 2015 Parking Variation. The cars cannot be ticketed but a citation for Zoning violation could be issued.

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Trustee Snyder stated he will withdraw his motion for the moment. Trustee Mital agreed to withdraw her second.

Trustee Franzese questioned what additional work would be required from Staff to create Valet Licensing. Mr. Walter stated the initial setup would not require a significant amount of time. Trustee Franzese is concerned about over regulating but will support the Valet Licensing.

Trustee Schiappa stated he has witnessed vehicles parking inappropriately in County Line Square. The problem is broader than Valet Service. He stated Licensing adds to bureaucracy and Capri should abide by standards already set forth.

Motion was made by Trustee Snyder and seconded by Trustee Mital to direct Staff to prepare a draft Ordinance establishing an annual license for Valet Service.

On Roll Call, Vote Was:

AYES: 5 – Trustees Snyder, Mital, Paveza, Mottl, Franzese

NAYS : 1 – Trustee Schiappa

ABSENT: 0 – None

There being five affirmative votes the motion carried.

CONSIDERATION OF RECOMMENDATION TO HIRE REPLACEMENT PATROL OFFICER TO FILL THE VACANCY CREATED BY THE RESIGNATION OF JUAN SANTIAGO. Village Administrator Doug Pollock explained this was tabled at the last Board meeting until such time as Trustee Snyder could meet with him and Chief John Madden. This meeting has taken place. Trustee Snyder thanked Chief Madden for the detailed report.

Motion was made by Trustee Snyder and seconded by Trustee Paveza to approve the recommendation to hire a replacement Patrol Officer.

On Roll Call, Vote Was:

AYES: 6 – Trustees Snyder, Paveza, Mottl, Franzese, Mital, Schiappa

NAYS : 0 – None

ABSENT: 0 – None

There being six affirmative votes the motion carried.

CONSIDERATION OF RECOMMENDATION TO APPROVE LEASE AGREEMENT FOR USE OF VILLAGE HALL PARKING LOT (SHIRLEY RYAN ABILITY LAB) Village Administrator Doug Pollock stated Staff was approached by Shirley Ryan Ability Lab (SRALab) requesting the use of ten parking spaces in the Village Hall parking lot to eliminate a parking storage during peak hours. Most days ten spaces would not impact Village needs for parking although the lot may be used more heavily during training events, no more than six times a year. Parking could not be guaranteed on those days and would be first come first served basis. The Village reserves the

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right to designate employee only parking spaces if problems arise. SRAlab has agreed to pay \$350 per month rental fee.

Trustee Franzese questioned if there is a walkway connection between the two lots. Mr. Pollock confirmed there is.

Motion was made by Trustee Paveza and seconded by Trustee Mital to approve the Lease Agreement with Shirley Ryan Ability Lab.

On Roll Call, Vote Was:

AYES: 6 – Trustees Paveza, Mital, Snyder, Schiappa, Franzese, Mottl

NAYS : 0 – None

ABSENT: 0 – None

There being six affirmative votes the motion carried.

OTHER CONSIDERATIONS Trustee Mottl expressed concern that a comment he made while discussing cancer risks was taken out of context. His knowledge is that one or more drinks a day could increase a woman's risk of breast cancer substantially and it was not a commentary on women drinking in general.

RESIDENT COMMENTS Resident Colleen Wilcox thanked everyone for their time representing the residents of Burr Ridge. She urges the Board to take action if it is determined that the Acting President has over stepped his authority.

Resident Yvonne Mayer suggested Trustee Mottl step down as Acting President. She believes he overstepped his bounds based on a Press Release post on his Facebook page.

Resident Ann Mueller stated she does not believe a Trustee should oppose a referendum of a different body. She thanked the Trustees for their service and dedication to the Village and suggested they should remove Trustee Mottl as Acting President.

REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS Trustee Mottl stated he is a citizen and has the right to speak his opinion as all citizens do.

NON-RESIDENT COMMENTS Hinsdale resident Dale Pollak stated his concern that Trustee Mottl's public opinions appear as though he is speaking on behalf of the Village.

Motion was made by Trustee Snyder and seconded by Trustee Paveza that the Regular Meeting of February 11, 2019 be adjourned.

Motion carried on voice vote and the meeting was adjourned at 8:31 p.m.

Regular Meeting
President and Board of Trustees, Village of Burr Ridge
February 11, 2019

PLEASE NOTE: Where there is no summary or 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 _____ day of _____, 2019.

**MINUTES
WATER COMMITTEE MEETING
Monday, February 11, 2018**

1. CALL TO ORDER

The meeting was called to order by Chairperson Al Paveza at 6:00 p.m.

2. ROLL CALL

Present: Chairperson Al Paveza, Trustee Guy Franzese and Trustee Joe Snyder

Absent: None

Also Present: Village Administrator Doug Pollock, Public Works Director David Preissig, Finance Director Jerry Sapp, and Trustee Zach Mottl

3. APPROVAL OF FEBRUARY 26, 2018 MINUTES

A **motion** was made by Trustee Guy Franzese to approve the minutes of February 26, 2018. The motion was **seconded** by Trustee Joe Snyder and **approved** by a vote 3-0.

4. UPDATE REGARDING ANNUAL IDNR WATER AUDIT (LMO-2)

Mr. Preissig stated that all domestic water allocation permittees are required to submit an annual water audit to the Illinois Department of Natural Resources. IDNR uses this information to track compliance with the conditions of the allocation permits. A threshold amount of 12% maximum of non-revenue water usage (leakage) is permitted and the Village's was calculated at 4.2% from October, 2017 to September, 2018. Mr. Preissig added that this reduction is probably due to the use of better meters and that the leakage that did occur is probably due largely to water main breaks.

5. UPDATE REGARDING WATER METER REPLACEMENT PROGRAM

Mr. Preissig said that all but 53 residential water customers had new water meters and that water meter reading is being done every two months. He said the completion of the last replacements has been delayed due to staff turnover and also the vacancy in the Village President position (as the Village President has to hear appeals from customers). Mr. Preissig added that letters to the 53 customers with old meters will go out in the spring in anticipation of a new Village President being in place in May.

6. UPDATE REGARDING WATER MAIN BREAK REPAIRS AND G.I.S. MAPPING

Mr. Preissig stated that there were 33 water main breaks in 2018 with 6 of those occurring in Carriage Way Subdivision, which is an increase over the 28 breaks in the prior year. Mr. Preissig presented a GIS map which allows better tracking of the water main breaks.

7. STATUS OF WATER MAIN PROJECTS

A. CNH WATER MAIN EXTENSION

Mr. Preissig reported that CNH has met with Village staff on several occasions and is expected to begin connection to the Village water system in the spring of 2019.

Chairman Paveza asked if the Village was incurring any costs for the CNH connection. Mr. Preissig said the Village was not and that CNH would use about 7 million gallons per year which is around \$75,000 per year in revenue.

Trustee Franzese asked if CNH was still using the pond for cooling equipment. Mr. Preissig said he does not think they do that anymore.

B. CHASEMOOR DRIVE SOUTH SEGMENT & COUNTY LINE ROAD/CARRIAGE WAY SUB. PHASE 1

Mr. Preissig said that both of these projects have been designed and are awaiting Cook County permits. He said a spring 2019 letting is expected.

C. BEDFORD PARK TRANSMISSION MAIN PROTECTION AND RELOCATION

Due to the pending Central Tri-State Tollway project, the Tollway will be replacing the mile-long bridge. Mr. Preissig said that this project impacts the Village's main transmission line that brings the Village's water supply from Bedford Park. He described the measures being taken to protect the water main during Com Ed's relocation of four of their transmission towers. He said the Tollway was planning to relocate the Village's water transmission line in the summer of 2019.

8. PRESENTATION OF DRAFT FY 2019-20 WATER FUND BUDGET

Finance Director Jerry Sapp presented the draft budget for fiscal year 2019-20. He showed a chart indicating the growth in reserve funds as a result of last year's water rate increases and compared that chart with a chart showing deficits without the water rate increase. Mr. Sapp said that in five years the reserve fund would agree to approximately 5% of the capital investment in the water system.

Trustee Mottl asked if the budget projections for future years include the possible rate increases from Bedford Park for the purchase of water. Mr. Sapp said they do include an estimate of future purchase cost increases.

Chairman Paveza asked that the Village Board be informed if there is an increase announced by Bedford Park in April of this year.

9. CONSIDERATION OF WATER RATE ADJUSTMENT

Mr. Pollock reminded the Committee that in 2018, the Committee recommended and the Board approved rate increases for a five-year period. He said the increase was 12% last year and is planned for 8% for each of the next four years.

Trustee Snyder stated that the Burr Ridge rates are still amongst the lowest in Du Page County and lower than any contiguous Villages.

Trustee Franzese suggested that the charts used at tonight's meeting showing reserves with and without the rate increases be included in any information disseminated about the next rate increase.

After discussion, the Committee agreed that the previously approved rate increases should continue. Mr. Pollock said that if there are no changes, it is not necessary for the Committee or the Board to take further action.

10. PRESENTATION OF DRAFT FY 2019-20 SEWER FUND BUDGET

Mr. Sapp presented the sewer fund budget for the upcoming fiscal year. The budget is balanced with reserves for the foreseeable future.

Mr. Preissig added that the FY 19-20 budget includes additional expenditures for a comprehensive study of the sanitary sewer system as is required by the Metropolitan Water and Reclamation District. The study determines leaks in the systems and locations where repairs may be needed.

In regards to the rates for FY 19-20, Trustee Franzese suggested that if the annual increase in purchase cost charged by Bedford Park is significantly larger than normal, the Committee may want to schedule a special meeting.

11.ADJOURNMENT

There being no further business, a **motion** was made by Trustee Snyder to adjourn the meeting. The motion was **seconded** by Trustee Franzese and **approved** by a vote of 3-0. The meeting was adjourned at 6:55 p.m.

Respectively submitted,

Doug Pollock
Village Administrator

DP:jt

MINUTES**ENVIRONMENTAL QUALITY COMMISSION MEETING****Tuesday, February 12, 2019****1. CALL TO ORDER**

The meeting was called to order by Chairman Guy Franzese at 7:00 PM

2. ROLL CALL

Present: Chairman Guy Franzese, Committee Persons Trustee Tony Schiappa, Jennifer Houch, Yvonne Mayer, Stephen McCracken, and Jennifer McConahy

Absent: Committee Person Tom Layden

Also Present: Village Administrator Doug Pollock and Assistant to the Village Administrator Evan Walter

**3. REVIEW OF MISSION STATEMENT, COMMITTEE MEMBERS, AND STRUCTURE
INTRODUCTION OF COMMITTEE MEMBERS AND STAFF**

Chairman Franzese reviewed the mission of the Environmental Quality Commission (EQC) as written in the staff memo dated February 7, 2019 which states as follows:

The mission of the Environmental Quality Commission (EQC) is to make recommendations regarding possible ways to improve, protect and preserve the environment and all the natural resources affecting the Village and its residents.

There was brief discussion regarding the mission statement and consensus that the mission statement fits everyone's understanding of the Commission.

Upon request of Chairman Franzese each Commission member introduced themselves.

4. REVIEW OF OPEN MEETINGS ACT AND FREEDOM OF INFORMATION ACT

Mr. Pollock reviewed the open meetings act and the freedom of information act and referenced the summary provided in the agenda packet. There was a brief discussion of both.

5. DISCUSSION OF MATERIALS RELATED TO STERIGENICS

Mr. Walter reviewed the materials that were provided to the Committee with the agenda packet. He also referenced materials that have been posted on the Village web site.

6. REVIEW OF LEGISLATION AND LITIGATION

Mr. Walter reviewed the law suit filed by the Attorney General and the Du Page State's Attorney. A copy of the filing was included in the agenda packet. Mr. Walter said that the suit describes the specific reasons for closing Sterigenics. He added that Sterigenics has made a motion to move the suit from state to federal court.

Chairman Franzese noted that the Village was intending to petition to join the law suit. Mr. Pollock added that due to the law suit being in limbo between state and federal court; that the Village Attorney cannot yet file the petition to join the law suit. Once the court location is settled, the petition to join will be filed by the Village.

Mr. Walter added that the Village has also sent a letter to the Attorney General and the Du Page State's Attorney asking that they immediately seek a shutdown based on the new testing data that was released last week by the US EPA.

Ms. Mayer asked why the Village could not seek a court order to close Sterigenics. Mr. Pollock said he would get that answer from the Village Attorney.

Mr. McCracken said that the Villages may not have standing to file such a legal action. He also suggested there could be the possibility of counter suits if the Villages filed a legal action.

Mr. Walter referenced the EtO is Toxic Act which is pending in the US Congress. Mr. McCracken asked if this would apply to the Illinois EPA. Mr. Walter said he was not sure but would look into that question.

Chairman Franzese asked when the US EPA should have updated the standards for Ethylene Oxide. Mr. Walter said it appears they should have done that in 2014.

7. DISCUSSION OF FUTURE GOALS, DIRECTION, AND AGENDA ITEMS

Chairman Franzese said that this agenda item is an opportunity for the Commission to brainstorm on questions, ideas, direction and future actions by the Commission.

Trustee Schiappa said that he believes litigation and legislation are not the answer. He said we need to figure out a way to close the facility now – whether it be going to the customers of Sterigenics, the Governor or another source. He said he wants to hear ideas on what can be done.

Ms. McConahy said that everyone seems to want the business to close but it continues to be open. She said her Stop Sterigenics group is targeting the Governor.

Ms. Mayer said that we need to target Governor Pritzker. She suggested a sit down meeting with the Governor and local Villages. She said there seems to be differing opinions on whether the Governor can shut down Sterigenics and would like an answer to that question.

Mr. Walter read the following from the Illinois Emergency Management Agency Act regarding the Governor's power to declare a public health emergency:

“Public health emergency” means an occurrence or imminent threat of an illness or health condition that:

(a) is believed to be caused by any of the following ... widespread exposure to an infectious or toxic agent that poses a significant risk of substantial future harm to a large number of people in the affected population.

Mr. Walter then read the following from the Illinois Emergency Management Agency Act regarding the Governor's power to declare a public disaster:

“Disaster” means an occurrence or threat of widespread or severe damage, injury or loss of life or property resulting from any natural or technological cause, including but not limited to fire, flood, earthquake, wind, storm, hazardous materials spill or other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, extended periods of severe and inclement weather, drought, infestation, critical shortages of essential fuels and energy, explosion, riot, hostile military or paramilitary action, public health emergencies, or acts of domestic terrorism.

Mr. McCracken suggested that such an action by the Governor may be challenged because of the lack of law and EPA standards that would support a closing.

Ms. Mayer said that the chemical is toxic and should not require a specific law to prohibit a toxic chemical being emitted into the atmosphere. She suggested that the Village Board request that Governor Pritzker come to a meeting to talk with the local communities.

Ms. McConahy suggested that the Villages file a suit against the US EPA for not keeping their standards up to date and allowing the release of chemical toxins into the air.

Ms. Houch asked about the Village of Willowbrook's role in this situation and if there was any further action to be taken with Willowbrook. Mr. McCracken said that it was the full responsibility of the State of Illinois and the federal government to enforce environmental laws.

Ms. Houch asked if there were any other sources of EtO in Burr Ridge. Mr. Walter said that he has researched the EPA web site and has not found any permits that relate to the use of EtO. He said most of the permits issued by EPA were for underground tanks and most have expired. He mentioned that M & M Mars has an EPA permit for emission of boiler gases but that while the gases are visible they are not harmful.

Chairman Franzese said that the Illinois EPA permit is up for renewal in 2020. Mr. McCracken said that he would investigate as he is familiar with the Illinois EPA permit process.

Mr. Walter suggested that there may be an opportunity coordinate with the people in Lake County facing a similar problem. He mentioned Senator Bush who has been engaged with the people in Gurnee on this issue.

Ms. Houch suggested that the Village consider using lobbyist to assist with legislation and other interactions with the State government. She said she is concerned that the legislation be written in a manner that protects the community.

Chairman Franzese suggested that Sterigenics should provide information on the amount of EtO taken into the plant and the measured output to help assist with determining fugitive emissions. Ms. McConahy said that information was provided by Sterigenics to the EPA.

Ms. McConahy suggested that the three Villages consider hiring a single lobbyist to represent all three Villages in Springfield.

Mr. McCracken suggested engaging with other lobby groups such as the Sierra Club.

Mr. McCracken also suggested that the Village should get involved in the permit renewal process.

Ms. Mayer said that her goal is to not allow Sterigenics to get another permit. She said that type of permit should not be allowed in a congested area.

Mr. Walter confirmed that the policy of the Commission was to have Sterigenics cease operations with the use of Ethylene Oxide. Chairman Franzese confirmed adding that there is no safe level of exposure to EtO. Mr. McCracken added that there has to be safe level because it is a naturally occurring chemical but that safe level is very low and would not even be registered by current measuring equipment.

Mr. McCracken asked if they could show they had zero output would the business operation be acceptable to the community. Ms. McConahy suggested it would not be acceptable because the chemical is highly flammable and there is always possibility of leaks.

Mr. Walter suggested that the Commission should consider writing the legislation to ensure that it fits the needs of the community. Ms. Houch said that she has learned that the bill numbers will be posted this week.

There being no other comments, Mr. Pollock summarized the actions items and questions as follows:

- Can the Village seek a court order to close Sterigenics rather than going through the Attorney General and State's Attorney?
- Would the EtO is Toxic Act which is pending in the US Congress, be applicable to the Illinois EPA?
- Does the Governor have the authority to shut down Sterigenics?
- Invite Governor Pritzker to a meeting to talk with the local communities.
- Staff will investigate whether a direct law suit filed by the Village or Villages against the US EPA is a viable option.
- Mr. McCracken will investigate and report to the Commission on the Illinois EPA permit process for the renewal of the Sterigenics EPA permit.
- The Commission will further consider strategies to become involved with the permit renewal process.
- Mr. Walter will research opportunities to coordinate with the people in Gurnee facing a similar problem including State Senator Bush.
- The Commission will further consider opportunities to hire a lobbyist in conjunction with the Village of Willowbrook and City of Darien.

- Staff will research the possibility of engaging other lobby groups such as the Sierra Club.
- Staff will research information on the amount of EtO delivered to Sterigenics and the measured output.
- The Commission will further consider the possibility of writing legislation for consideration by the State of Illinois.

8. OTHER CONSIDERATIONS

After discussion by the Commission members, it was agreed that the next meeting would be held on Wednesday, March 6, 2019 at 7 pm at the Village Hall.

9. PUBLIC COMMENT

Mr. Richard Morton thanked the staff and Commission members for their commitment to addressing this issue. He provided information regarding his research into the Ethylene Oxide issue.

10. ADJOURNMENT

There being no further business, a motion was made by Trustee Schiappa to adjourn the meeting. The motion was seconded by Mr. McCracken and approved by a unanimous voice vote. The meeting was adjourned at 9:13 PM.

Respectively submitted,

Doug Pollock
Village Administrator

DP:jt

PLAN COMMISSION/ZONING BOARD OF APPEALS
VILLAGE OF BURR RIDGE
MINUTES FOR REGULAR MEETING OF FEBRUARY 18, 2019

I. ROLL CALL

The Regular Meeting of the Plan Commission/Zoning Board of Appeals was called to order at 7:00 p.m. at the Burr Ridge Village Hall, 7660 County Line Road, Burr Ridge, Illinois by Chairman Trzupek.

ROLL CALL was noted as follows:

PRESENT: 6 – Broline, Farrell, Hoch, Petrich, Stratis, and Trzupek

ABSENT: 2 – Praxmarer, Irwin

Village Administrator Doug Pollock and Assistant to the Village Administrator Evan Walter were also present.

II. APPROVAL OF PRIOR MEETING MINUTES

Several edits to the draft minutes were suggested by Chairman Trzupek and Commissioner Petrich.

A **MOTION** was made by Commissioner Hoch and **SECONDED** by Commissioner Petrich to approve the minutes of the January 21, 2019 Plan Commission meeting.

ROLL CALL VOTE was as follows:

AYES: 6 – Hoch, Petrich, Farrell, Broline, Stratis, and Trzupek

NAYS: 0 – None

MOTION CARRIED by a vote of 6-0.

III. PUBLIC HEARINGS

Chairman Trzupek conducted the swearing in of all those wishing to speak during the public hearing on the agenda for the meeting.

V-03-2019: 145 Tower Drive (De La Fuente); Variation and Findings of Fact

As directed by Chairman Trzupek, Mr. Walter described the request as follows: the petitioner is Ismael De La Fuente, representative of Creative Imports at 145 Tower Drive. The petitioner requests a variation from Section IV.I.36 of the Burr Ridge Zoning Ordinance to permit a dumpster without a trash enclosure on an annual, seasonal basis at the subject property. The petitioner states that the company requesting the variation is a clothing business, and requires additional trash capacity due to the business' busy season from January to March, with the majority of the waste generated being cardboard and packing material from clothing shipments. The dumpster would be placed on a below-grade loading ramp connected to the business' warehouse and would not block vehicular access at its potential location. The subject property is located directly to the south of Carriage Way subdivision, with the dumpster proposed to be located approximately 300 feet from the nearest residential unit. Three total businesses in the vicinity of the subject property objected to the petitioner's request.

Ismael De La Fuente, 145 Tower Drive, explained the business' needs and the purpose of the dumpster, stating that they were currently at their maximum capacity for the size of their dumpsters but also in the amount of times that their waste hauler would pick up their refuse.

Commissioner Hoch asked if the trash could be stored indoors. Mr. De La Fuente said that the amount of space indoors compared to the amount of trash generated by the business made indoor storage unsafe and unrealistic. Commissioner Hoch said she was unable to support an open dumpster on the site.

Commissioner Petrich said he was unable to support the request due to the visibility of the additional dumpster.

Commissioner Broline asked how this matter came to be before the Plan Commission. Mr. De La Fuente said that he contacted the Village to determine if the dumpster was permitted in the first place. Commissioner Broline asked if the company could operate safely without the dumpster. Mr. De La Fuente said the four smaller dumpsters on site can handle eight yards of waste, while the business generated 45 yards of waste, both weekly.

Commissioner Farrell said that she felt that there was no hardship related to the request and suggested either another provider or an alternate method of trash disposal.

Commissioner Stratis asked if the petitioner rented or owned their space. Mr. De La Fuente said that they owned their space. Commissioner Stratis asked how the tenants in the building were designated space for trash disposal. Mr. De La Fuente said that there was no set allocation for trash access, and that the parking lot was a designated common area.

Commissioner Hoch asked if the business could use a garbage compactor or shredder. Mr. De La Fuente said that the building was not large enough for a compactor, while Mr. Walter said that a shredder was worrisome in terms of the noise it would generate so close to a residential area.

Chairman Trzupek asked if the dumpster observed on an aerial photo was enclosed. Mr. De La Fuente said that it was. Chairman Trzupek asked if there was any option to contribute to an expansion to a shared dumpster. Mr. De La Fuente said that such an option was likely not feasible but would explore the option. Chairman Trzupek said he could not support the petition.

Mr. Walter said that based on feedback from the Plan Commission, he requested that the petitioner withdraw the motion to be able to solve the problem offline. Mr. De La Fuente agreed, and withdrew the petition.

Z-26-2018: Zoning Ordinance Amendments; Text Amendments and Findings of Fact; continued from November 19, 2018 and January 21, 2019

As directed by Chairman Trzupek, Mr. Walter said that staff had proposed the following items with feedback received:

- The total horizontal lot coverage of the first accessory buildings was proposed to be set at 3 or 5 percent and the second at 1 or 2 percent (a total of 4 or 7 percent). Each lot would be permitted to have two accessory buildings regardless of size. The Plan Commission generally agreed that the size of the lot rather than zoning was a more appropriate method to determine the permitted size of accessory buildings, but no consensus was reached regarding the proper ratio level.
- The permitted size and setbacks of accessory buildings would be based on the size of the lot and the proposed accessory building. Interior side and rear yard setbacks were based on a 1%

accessory building size-to-setback ratio, with both having a minimum setback of 10' regardless of lot or accessory building size. The Plan Commission generally agreed that the proposed setback revisions were appropriate.

- The Plan Commission generally agreed that accessory buildings should be limited to a maximum size of 6,000 square feet regardless of lot size.
- Amending the permitted height of larger accessory buildings was not desired.
- A Plan Commissioner proposed allowing property owners the ability to access the sum of their permitted accessory building sizes instead of segregating across two buildings. Additional analysis has been provided and will be discussed later in this report (Exhibit B).
- Additional analysis of recently issued permits was desired to determine what sizes of accessory buildings were being constructed across the Village. Additional analysis has been provided and will be discussed later in this report (Exhibit A).

Mr. Walter said that the following regulations are proposed to remain in place unchanged:

- The combined horizontal area of all accessory buildings, structures, and uses shall not exceed 30 percent of the area to the rear of the principal building.
- The combined horizontal area of all accessory buildings shall not exceed 60% of the horizontal floor area of the principal building.
- Accessory buildings shall be separated by at least 10 feet from the principal building and from all other accessory buildings on a lot.

Mr. Walter then provided additional analysis to the Plan Commission based on previous requests for information. Mr. Walter then asked the Plan Commission the following questions, requesting direction on each:

- Does the Plan Commission wish to have a ratio-based method of determining the permitted size of accessory buildings for all lots in the Village?
- Are reductions in accessory building sizes on any lots desired?
- Does the Plan Commission wish to address the issue of building size only on large lots while incorporating other amendments, such as setback requirements? If so, what is the definition of a large lot?

At this time, Chairman Trzupek asked for public comment.

Mark Thoma, 7515 Drew, provided a handout to the Plan Commission documenting that while the Zoning Ordinance provides for a maximum square footage in terms of a raw value, buildings are also limited by floor area ratio. Mr. Thoma said that he felt that the Zoning Ordinance was appropriate as is. Mr. Thoma asked about a scenario in which a property owner built an accessory building based on a 5-acre lot size, but then subdivided the lot, causing the accessory building to become too large based on the newly-sized lot. Mr. Pollock said that all accessory buildings are considered as part of the Village's subdivision review process, and if non-conformities were discovered during said process, they would need to be reduced or eliminated in full to comply. Mr. Thoma said that the Village should consider calculating the lot size based on buildable area rather than on the entire lot size, taking into account flood and wet plains. Commissioner Stratis said he opposed this concept as it was too difficult to memorialize.

Alice Krampits, 7515 Drew, said that wholesale revisions were not appropriate, as well as said that density remained a primary issue within the Village.

Chairman Trzupek said he did not support the concept of a fully ratio-based method for determining the appropriate size of accessory buildings but felt that he could support ratios being one factor.

Commissioner Farrell said that she supported the concept of larger lots having larger accessory buildings, especially considering that a property owner was permitted by right to have horses but not allow them to care for said horses by right. Commissioner Farrell said that she continued to support allowing property owners to combine the maximum amount of square footage if desired.

Commissioner Broline asked why staff proposed limiting properties to two accessory buildings. Mr. Walter said that almost all lots in the Village are currently limited to two accessory buildings except for properties over 5 acres in size.

Commissioner Petrich said he supported keeping the Zoning Ordinance as-is, except for allowing those with large lots to have larger accessory buildings, factoring in for additional setback requirements.

Commissioner Hoch said she would support allowing increases in accessory building sizes for larger lots.

A **MOTION** was made by Commissioner Hoch and **SECONDED** by Commissioner Petrich to continue the public hearing to March 4, 2019.

ROLL CALL VOTE was as follows:

AYES: 6 – Hoch, Petrich, Broline, Farrell, Stratis, and Trzupek

NAYS: 0 – None

MOTION CARRIED by a vote of 6-0.

IV. CORRESPONDENCE

V. OTHER CONSIDERATIONS

VI. PUBLIC COMMENT

VII. FUTURE SCHEDULED MEETINGS

March 4, 2019

V-05-2019: 15W455 79th Street (St. Mark Coptic Church); Variation and Findings of Fact

- Requests a dumpster located in the front yard of a non-residential property in lieu of adjacent to the rear wall of the principal building as required by the Zoning Ordinance.

March 18, 2019

V-06-2019: 7875 Wolf Road (Mihailovic); Variation and Findings of Fact

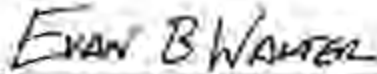
- Requests a variation from Section VI.D.7 of the Burr Ridge Zoning Ordinance to permit a front yard setback of 40 feet rather than the permitted 50 feet to accommodate a new single-family residential home in the R-2A Residential District.

VII. ADJOURNMENT

A **MOTION** was made by Commissioner Farrell and **SECONDED** by Commissioner Stratis to **ADJOURN** the meeting at 8:40 p.m. **ALL MEMBERS VOTING AYE**, the meeting was adjourned at 8:40 p.m.

Respectfully

Submitted:

A handwritten signature in black ink that reads "Evan B. Walter". The signature is written in a cursive, slightly slanted style.

Evan Walter, Assistant to the Village Administrator

MINUTES
ECONOMIC DEVELOPMENT COMMITTEE MEETING
February 20, 2019

CALL TO ORDER:

Mr. Schiappa called the meeting to order at 9:01 a.m.

ROLL CALL:

Present: Trustee Zach Mottl, Trustee Tony Schiappa, Bhagwan Sharma, Kirsten Jepsen (arrived at 9:08 a.m.)

Absent:

Also Present: Village Administrator Doug Pollock; Communications and Public Relations Coordinator Janet Kowal; Management Analyst Andrez Beltran; DCVB Director of Business Development Justin Roach; Willowbrook/Burr Ridge Chamber of Commerce representative Debbie Hamilton

ELECTION OF CHAIR:

A **MOTION** was made by Mr. Mottl to appoint Mr. Schiappa as the Committee Chair for the meeting. The motion was **SECONDED** by Mr. Sharma and approved by a vote of 3-0.

MINUTES:

A **MOTION** was made by Mr. Mottl to approve the Minutes from the November 20, 2018 meeting. The motion was **SECONDED** by Mr. Sharma and approved by a vote of 3-0.

REVIEW OF SPORTS FACILITY FEASIBILITY SUBMITTALS

Mr. Roach from DuPage County Visitors Bureau gave a brief description on his background with DCVB. He also stated that after staff reviewed the responses to the RFP, Sports Facility Advisory (SFA) was the best applicant. Mr. Roach explained that SFA is a leader in the region for planning, development, and construction of sports tourism facilities, and has a sister organization name Sports Facility Management that is a leader in running facilities like the one being studied.

Mr. Sharma asked if the facility of this size would be the first in Illinois, and what made Burr Ridge unique to constructing the facility here. Mr. Roach answered that it would not be the first in Illinois of this size, pointing out Rockford had a similar venue. However, it would be a first in the Chicagoland region and, more importantly, that the location was the unique factor. Most other facilities in the region are either too small for significant sports tourism, or have been built far from any amenities. He stated that after visiting the Rockford location, it took a twenty-minute walk to find a lunch spot. For Burr Ridge, the amenities including hotels, restaurants, and attractions are within such short distance it would make it extremely competitive as a venue.

The Committee discussed the usage of the facility in relation to local needs versus tourists. Mr. Schiappa stated that those details would be analyzed and recommended in the study. Mr. Pollock also added that the Sports Facility is a part of the vision for the area; the proposed parking deck in the RFP could also be used by Pace in lieu of their current lot, which they were excited for. That would free the current Pace lot for redevelopment.

A **MOTION** was made by Mr. Mottl and **SECONDED** by Mr. Sharma to send to the Village Board the recommendation that SFA be contracted to do the Sports Facility Feasibility Study. The

motion was approved by a vote of 4-0. Mr. Schiappa asked the record reflect that he loudly voiced his approval.

DISCUSSION OF ECONOMIC DEVELOPMENT INCENTIVE IN THE RECRUITMENT OF OREMUS MATERIALS

Mr. Schiappa stated that Mr. Oremus is looking to open up an office in Burr Ridge. He led a previous concrete company until he sold it. As his non-compete agreement is over, he is looking to reestablish a similar business. It was with great work that Mr. Schiappa and Mr. Mottl managed to lure him to Burr Ridge. He will be doing sales out of the leased office, but no material will travel through Burr Ridge. However, as the sales are here, the tax revenue is here as well.

Mr. Oremus has accepted the Village's tentative offer of a sales tax rebate incentive equivalent to 50% of local sales tax proceeds over a 5-year period.

A **MOTION** was made by Ms. Jepsen and **SECONDED** by Mr. Sharma to recommend the agreement to the Village Board. The motion was approved 4-0.

DISCUSSION OF ANNUAL BUSINESS LICENSE PROGRAM

Mr. Beltran gave a brief overview of the developments in the program. He stated that Mr. Walter and he recently went over the BS&A business licensing module. BS&A is the enterprise system that handles permitting, code requests, and other functions in the Village. They were both happy at its relative ease of use and integration, as well as the capability to take applications online. He outlined the license, and noted there was a survey attached. Staff wanted to get feedback from the business community and this would be an effective way to do so.

Mr. Schiappa pointed out that there should be a discussion if additional questions about concerns such as hazardous materials should be on the license. Mr. Mottl agreed, stating that for his business he uses a large oxygen tank the fire department inspects every year. The Committee directed staff to look into having additional information like EPA, fire district permits, health permits, and other information could and should be on the survey.

DISCUSSION OF 2019 EDC GOALS, ROLES, AND RESPONSIBILITIES

Mr. Beltran stated that staff wanted some additional direction on the goals and objectives for 2019. Mr. Sharma asked if the Village already had an economic development plan. Mr. Beltran stated it did, but it was rather unwieldy.

Mr. Mottl said that he felt that the EDC was already accomplishing its goals, and with additional members being approved, that it would continue to do so. Mr. Schiappa agreed, stating with the Facility Feasibility study recommendation as well as recommending the approval for Mr. Oremus, the EDC was doing well. However, he did believe the EDC should continue to look forward. Mr. Sharma recommended to table the discussion until next month, which the Committee agreed.

VILLAGE-WIDE DEVELOPMENT UPDATE

Mr. Pollock stated that the new ZCOs were in the packet. He also updated the Committee that McDonalds informed the Village they are looking to break ground in March and will open in June.

OTHER CONSIDERATIONS

Ms. Hamilton stated that the current time would be hard for the Willowbrook/Burr Ridge Chamber of Commerce directors to attend as their monthly meeting is on the same day from 8:00 a.m. to 9:30 a.m. Mr. Mottl asked to perhaps consider moving the dates. Mr. Schiappa agreed, and asked the Committee to look at their availability, and suggested perhaps the first or second Wednesday.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further business, a **MOTION** was made by Mr. Mottl to adjourn the meeting, **SECONDED** by Mr. Sharma and **approved** by a vote of 4-0. The meeting was adjourned at 10:02 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Andres Beltran". The signature is fluid and cursive, with the first name "Andres" and last name "Beltran" clearly distinguishable.

Andres Beltran
Management Analyst

RESOLUTION NO. _____

RESOLUTION EXTENDING THE VEGETATION MANAGEMENT AGREEMENT WITH
COMMONWEALTH EDISON CONCERNING THE 138kV TRANSMISSION LINE AREA

WHEREAS, the Agreement is between Commonwealth Edison Company (hereinafter "ComEd"), an Illinois electric public utility, and the Village of Burr Ridge (hereinafter the "Municipality"), an Illinois Municipal Corporation; and

WHEREAS, ComEd provides electric delivery services to electric customers in the Municipality; and

WHEREAS, ComEd has certain recorded easements or ownership rights encompassing the area in proximity to the 138kv transmission lines that is maintained for adequate, efficient, reliable, and safe electric delivery service; and

WHEREAS, ComEd and the Municipality agree to the common goal of providing adequate, efficient, reliable, and safe electricity at the least cost; and

WHEREAS, ComEd currently has in place a five-year trimming program to ensure the reliability and safety of its transmission lines; and

WHEREAS, ComEd and the Municipality agree that vegetation should be maintained so as to minimize the risk of electrocution from circuit wires; and

WHEREAS, ComEd and the Municipality agree that proper management of vegetation, including the trimming and removal of trees, is critical to the maintenance of adequate, efficient, reliable, and safe electric delivery service; and

WHEREAS, ComEd and the Municipality agree that any vegetation management should be performed so as to minimize the effect on trees, to the extent reasonably possible given the goal of maintaining adequate, efficient, reliable, and safe electric delivery service.

NOW, THEREFORE, BE IT RESOLVED that the Agreement, attached hereto as **EXHIBIT A,** between ComEd and the Municipality for a vegetation management program in proximity to the 138kV transmission lines is hereby accepted and its terms extended for a 10-year period expiring in April 2029.

ADOPTED this 25th day of February, 2019, by roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this 25th day of February, 2019, by the Acting Village President of the Village of Burr Ridge.

Acting Village President

ATTEST:

Village Clerk

Agreement

This agreement, dated as of April 9, 2009, is between Commonwealth Edison Company ("ComEd"), an Illinois electric public utility, and the Village of Burr Ridge (the "Municipality"), an Illinois municipal corporation.

Whereas, ComEd provides electric delivery services to electric customers in the Municipality; and

Whereas, ComEd has certain recorded easements or ownership rights ("Rights") encompassing the area in proximity to the 138kV transmission lines (any reference hereinafter to "transmission lines" refers only to that area below and around the transmission lines in or over which ComEd has Rights) that is maintained for adequate, efficient, reliable, and safe electric delivery service; and

Whereas, ComEd and the Municipality agree to the common goal of providing adequate, efficient, reliable, and safe electricity at the least cost; and

Whereas ComEd currently has in place a five-year trimming program to ensure the reliability and safety of its transmission lines; and

Whereas, ComEd and the Municipality agree that vegetation should be maintained so as to minimize the risk of electrocution from the circuit wires; and

Whereas, ComEd and the Municipality agree that proper management of vegetation, including the trimming and removal of trees is critical to the maintenance of adequate, efficient, reliable, and safe electric delivery service; and

Whereas, ComEd and the Municipality agree that any vegetation management should be performed so as to minimize the effect on trees, to the extent reasonably possible given the goal of maintaining adequate, efficient, reliable, and safe electric delivery service.

NOW, THEREFORE, ComEd and the Municipality agree as follows:

1. Future Planting and Permits. The Municipality agrees that it will issue no permits to plant trees or install structures in the area of the 138kV transmission line that is directly under the conductors (the “Wire Zone”) or in the area of the 138kV transmission line that is adjacent to the Wire Zone that encompasses the side clearances distances (the “Border Zone”) that at full mature height will exceed the Burr Ridge Post Trimming Vertical Clearance Height (attached hereto as Exhibit 2) in the 138kV transmission line within the Municipality limits. If trees are planted that violate this provision within the Wire Zone or Border Zone, the Municipality will issue ComEd a permit to remove any such tree.

2. Grade Changes. Both the Municipality and ComEd warrant that they will inform the other Party prior to any grade changes in the 138kV transmission line area. Each Party further agrees that any grade changes in the 138kv transition line area will result in a like for like adjustment in the ComEd Approved clearances and/or the Village Approved clearances.

3. Vegetation Inventory. The Parties agree to retain Urban Forest Management, Inc. (“UFM”), to develop a Comprehensive Vegetation Inventory (“Inventory”) of the area between 79th Street and 91st Street, West of Garfield Avenue (the “Inventory Area”) to understand the full scope, current conditions and risks for vegetation management in the Municipality. The Inventory shall contain the following information about all vegetation in the Inventory Area that could grow or fall into the Wire Zone and/or Border Zone in the 138kV transmission line area:

- A. Species;
- B. Address;
- C. Height;

D. Proximity of vegetation to transmission lines to facilities;

E. Health of the vegetation;

F. Growth rate of vegetation; and

G. Such other information necessary to establish proper clearance distances from transmission lines or to reasonably ensure the safety and reliability of the transmission lines while minimizing vegetation trimming, removal and loss.

Each Party shall pay 50% of the costs directly incurred by UFM in creating said Inventory, ComEd shall not be required to make any payments under this section until such time that UFM submits to ComEd task-specific invoices for work performed in connection with the Inventory, with any such invoices submitted no later than 30 days after completion of the Inventory.

Prior to this agreement, the Municipality requested UFM to perform an Inventory on the ComEd-owned property between 81st to 83rd Streets, without prior agreement from ComEd. Nevertheless, ComEd agrees to pay for 50% of the costs directly incurred by UFM in creating said Inventory subject to the following conditions: (1) UFM will submit timesheets and invoices to ComEd only for work it performed specifically on the Inventory on the ComEd-owned property; (2) ComEd has the opportunity to reject any timesheet or invoice not related to the Inventory on ComEd-owned property or which is unreasonable; and (3) under no circumstances will ComEd pay for UFM consulting services to the Municipality, or any other Municipal costs or charges.

4. Resident Choice of Cyclical Vegetation Management Practices. The residents of the Municipality shall have two options for vegetation management. Residents may choose the ComEd Standard Vegetation Management Plan or the Burr Ridge Vegetation Management Plan, both of which are described below. Under either plan, UFM will be present, at the

Municipality's expense, to meet with ComEd trimming contractors to discuss best pruning practices that will promote the best vigor and health of the trees and still allow for trimming or removal within the agreed upon clearance standards. Nothing herein shall prohibit ComEd from negotiating with any Resident to have vegetation removed, regardless of which Plan the Resident selects.

A. ComEd Standard Vegetation Management Plan. ComEd will periodically trim or remove trees in the Municipality, consistent with the standards summarized below.

i. *Vegetation Management Cycle*. ComEd uses a five-year cycle plan for transmission level voltages. This plan utilizes the standard industry nomenclature of wire zone and border zone. Woody species that have the ability to grow more than 10 feet tall are not permitted in the wire zone. All trees greater than 10 feet tall in the wire zone are removed. Herbicides may be applied. All vegetation that is in the border zone or may encroach on the border zone is pruned to maintain 25 feet clearance from conductors for the five-year trim.

ComEd also performs annual inspections. Woody species that have the ability to grow more than 10 feet tall are not permitted in the wire zone. All trees greater than 10 feet in height are removed. Herbicides may be applied. In the border zone any vegetation within 18 feet of the conductor is pruned to establish 25 feet of clearance from the conductor. All pruning will be completed to ANSI standards, implementing the best management practice of integrated vegetation management (ANSI A300 (part 7)). ComEd may also perform emergent trimming of particular trees when a need for it is identified by ComEd, by the Municipality, or by customer request.

The above summary of relevant portions of ComEd's standard vegetation management cycles is for clarification purposes only. Nothing herein shall limit ComEd's right to implement its full Vegetation Management Plan in the Village of Burr Ridge.

ii. *General Clearances.* ComEd will trim trees in accordance with the table attached as Exhibit 1 for spans of 400 to 600 feet, using the trimming techniques specified by the American National Standards Institutes' ANSI A300 standard.

iii. *Debris Removal.* ComEd shall remove the brush and debris associated with cyclic tree trimming.

iv. *Vegetation Landscaping Plan.* Should a Resident choose the ComEd Standard Vegetation Management Plan at the inception of this agreement, ComEd will offer that Resident a reasonable vegetation landscaping plan. This plan must be approved by the Resident and a permit for the removal of trees and re-landscaping must be applied for and approved by the Municipality. The Municipality agrees that approval of any such permit requests shall not be unreasonably withheld. ComEd shall not be required to enter into any vegetation landscaping plan unless the Resident agrees that ComEd has the right to execute vegetation management on the Resident's property for now and the future to ComEd standards.

B. Burr Ridge Vegetation Management Plan. UFM, the consultant for the Municipality agreed upon by the Parties, has drafted a plan for property between 81st and 83rd Streets, attached as Exhibits 2 and 3, and will submit said plan to the Village of Burr Ridge for approval. This plan shall also act as permit for ComEd to remove agreed-upon trees.

i. Once the Burr Ridge Vegetation Management Plan is approved by the Village it will act as template to be extrapolated over the rest of the 138kV transmission line areas within the village limits of the Municipality.

ii. The Burr Ridge Vegetation Management Plan shall be a variation of the ComEd Vegetation Management Plan; however, under the Burr Ridge Vegetation Management Plan no replacement trees or vegetation landscaping plans shall be provided at ComEd's expense.

iii. The Municipality acknowledges and understands that ComEd will incur incremental costs in the execution of the Burr Ridge Vegetation Management Plan over that which ComEd would incur in the execution of ComEd's Standard Vegetation Management Plan. To the extent that such costs are incurred, the Municipality agrees to pay these costs under the provisions of Rider LGC, issued pursuant to the Illinois Commerce Commission Order entered July 26, 2006, in Docket No. 05-0597, or by direct payment from the Municipality to ComEd.

5. Non-Cyclic Vegetation Management. ComEd may conduct vegetation management, including trimming or removing particular trees, without prior notice, when and where such activities are urgently needed pursuant to state regulations to restore electrical service or to prevent an imminent interruption of service. Although ComEd, as the electric utility responsible for reliability of service shall make the determination as to when non-cyclic vegetation management is appropriate, ComEd will send notice to the Municipality within 10 business days, at the address shown below for notices, informing the Municipality of the location and nature of the non-cyclic activities.

6. Cooperation on New Private and Public Tree Plantings. ComEd and the Municipality will work together to promote the planting of appropriate species of trees on private and public property throughout the 138kV transmission line area where ComEd holds Rights, including education of the public as to appropriate types of trees and vegetation for locations

near electric power lines, and encouraging developers of new projects within the 138kV transmission line areas to plant only appropriate types of trees and vegetation near electric power line rights-of-way. ComEd will supply the Municipality with a copy of a publication identifying tree species that are compatible and incompatible with electric power lines. Programs developed pursuant to this section that require expenditures by ComEd or the Municipality shall be subject to the prior mutual consent of the parties.

7. Applicability of Public Utilities Act and Village Ordinances. It is the intent of the parties that this agreement constitutes a written agreement mandating specific vegetation management practices within the meaning of Section 8-505.1(c) of the Illinois Public Utilities Act. ComEd's vegetation management activities will conform with, and this Agreement shall not preempt, the ordinances of the Municipality, including the requirement, if any, to obtain a permit for the removal of a tree within the Municipality.

8. Term of Agreement. The initial term of this agreement is 10 years from its effective date. The agreement shall automatically be renewed for successive 10 year terms, unless one of the parties notifies the other of its intention not to renew the agreement by so notifying the other party at least sixty days before the end of any 10 year term.

9. Compliance with State and Federal Regulations. ComEd shall have the right to terminate this Agreement if compliance with any of its terms would violate any applicable federal or state vegetation standards and requirements. In the event that ComEd determines that termination of this Agreement is necessary, it agrees to give the Municipality immediate notice. ComEd warrants that as of the day and year written on the first page of this Agreement, ComEd is not aware of any federal or state vegetation standards and requirements that would bar ComEd's performance under the terms of this Agreement.

10. Benefit and Assignment. This Agreement shall be binding upon and inure to the benefit of the Parties, and their respective successors and assigns.

11. Entire Agreement and Amendment. This Agreement contains the entire agreement between the Parties with respect to the matters described herein and it is a complete and exclusive statement of the terms thereof. This Agreement may not be altered or modified except by a writing signed by the Parties hereto.

12. Other Rights and Obligations. This Agreement shall not be deemed to replace, limit, or modify any of the Parties' rights or obligations under other existing contracts, easements, licenses, or franchise agreements between or among them, but to the extent practicable, the provisions of such rights or obligations under other existing contracts, easements, licenses, tariffs, ICC orders or franchise agreements shall be read consistently with the provisions, requirements and obligations of this Agreement, to best allow the full implementation of and compliance with the terms of this Agreement.

13. Notices to ComEd and Municipality. All notices, demands, and requests required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed given: (a) when personally delivered to the Party to be given such notice or other communication; (b) on the business day that such notice or other communication is sent by facsimile; (c) on the third business day following the date of deposit in the United States Mail as such notice or other communication is sent by certified or registered mail with return receipt requested and postage thereon fully prepaid; or (d) on the business day following the day such notice or other communication is sent by reputable overnight courier, to the following:

If to ComEd:

Fidel Marquez
V.P. External Affairs

Commonwealth Edison Company
440 S. LaSalle St.
Chicago, IL 60605
(312) 394-4951

If to the Municipality:

Mayor;
Village Administrator; and
Village Clerk
Village of Burr Ridge
Village Hall
7660 County Line Road
Burr Ridge, IL 60527
(630) 654-8181

or to such other address as the Parties may designate in writing.

14. Representations and Warranties.

A. The Municipality hereby represents and warrants to ComEd as follows as of the date hereof:

i. This Agreement has been properly authorized by a duly adopted ordinance or resolution of the Municipality and any and all other necessary corporate action of the Municipality has been taken and this Agreement has been duly executed and delivered by the Municipality and constitutes a valid and legally binding agreement, enforceable against the Municipality in accordance with its terms; and

ii. Neither the execution and delivery of this Agreement, nor the performance of the provisions of the agreements therein contained on the part of the Municipality, will contravene, violate, or cause a default under any applicable law, statute, ordinance, regulation, encumbrance, or agreement binding upon the Municipality, or result in a violation of any judgment, order, writ, injunction, decree, or rule of any court, administrative agency or other governmental authority binding upon the Municipality.

B. ComEd hereby represents and warrants to the Municipality as follows as of the date hereof:

i. This Agreement has been duly executed and delivered by ComEd and constitutes a valid and legally binding agreement, enforceable against ComEd in accordance with its terms;

ii. Neither the execution and delivery of this Agreement, nor the performance of the provisions of the agreements therein contained on the part of ComEd, will contravene, violate, or cause a default under any applicable law, statute, ordinance, regulation, encumbrances, existing contracts, easements, licenses, franchise agreements, tariffs, ICC orders or agreement binding upon ComEd, or result in a violation of any judgment, order, writ, injunction, decree, or rule of any court, administrative agency or other governmental authority binding upon ComEd.

15. No Third Party Beneficiaries. The sole Parties to this Agreement are ComEd and the Municipality; and nothing contained herein creates any right, title, or interest in any other person or entity, whether under a third party beneficiary theory or otherwise.


16. Miscellaneous. If any provision of this Agreement or its application to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby; and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. This Agreement does not waive or modify, and shall not be construed as waiving or modifying, ComEd's rates, tariffs, or terms and conditions of service, except as specifically provided herein. The language in all parts of this Agreement shall in all cases be construed as a whole according to its fair meaning and not strictly for or against ComEd or the Municipality, regardless of the involvement of either Party in drafting this instrument. The

headings in this Agreement are for convenience only and shall not be utilized in the construction of the language of this instrument. This Agreement shall be governed and construed under the laws of the State of Illinois.

IN WITNESS WHEREOF, the Parties have entered into this Agreement as of the date first above written.

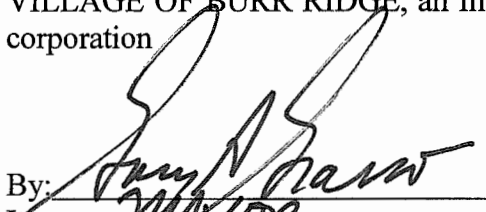
COMED:

COMMONWEALTH EDISON COMPANY, an Illinois corporation

By: 
Its: VP External Affairs

Municipality:

VILLAGE OF BURR RIDGE, an Illinois municipal corporation

By: 
Its: Mayor

Attest: _____
Its: _____

SERVICES

Proposed services document prepared exclusively for the
Village of Burr Ridge, IL
by the Sports Facilities Advisory, LLC

February 1, 2019





600 Cleveland St., Suite 910
Clearwater, FL 33755
P: (727) 474.3845
F: (727) 462.2800
www.sportadvisory.com

February 1, 2019

Village of Burr Ridge
7660 County Line Road
Burr Ridge, IL 60527
Attn: Evan Walter, Assistant to the Village Administrator

Dear Selection Committee,

The Sports Facilities Advisory, LLC (SFA) is pleased to present this submittal packet to the Village of Burr Ridge ("The Village") in response to the Request for Proposals (RFP) to commission "an analysis of the feasibility of constructing and operating an indoor sports facility, the economic and tax impacts of said facility, as well as an audit of the Village's hotel capacity and whether additional capacity is needed to support the facility." The requested work for this RFP is perfectly in line with SFA's core competency of planning, financing, and developing multi-sport indoor tourism complexes. The requested work is very consistent with how we have helped other tourism destinations like Myrtle Beach (SC), Gatlinburg (TN), Sandusky (OH), Branson (MO), and others bolster "heads in beds" and economic impact through youth and amateur sports.

The selection of SFA's planning services will result in a broad analysis which utilizes our proprietary systems, uncovers and identifies realistic opportunities that can be fully developed, and includes options and recommendations that are focused on your definitions of success. Our process will identify both the local facility needs and sports tourism opportunities with recommendations to balance those desired outcomes. We also understand The Village would like to look at unique niche opportunities for sports tourism. This process will help to define the financial feasibility and economic impact of a the "highest and best use" sports tourism investment that promotes destination programming.

The culmination of our approach will result in a detailed Feasibility Study that will provide The Village with the most feasible design program, development budget, and overall understanding of the financial opportunity for Phase 1. This will include operating budgets, economic impact forecast, job creation data, and a narrative summary report outlining SFA's methodology and findings.

SFA enters this RFP process with the understanding and anticipation of working with The Village to arrive at the structure and approach that produces the highest likelihood of success for this project. I, Eric Sullivan, will serve as the key contact person for The Village for the proposal and all project related matters.

Sincerely,

A handwritten signature in black ink that reads "Eric Sullivan". The signature is written in a cursive, flowing style.

Eric Sullivan
Partner
Sports Facilities Advisory, LLC
600 Cleveland Street, Suite 910
Clearwater, FL 33755
D: (727) 674-2363 | esullivan@sportadvisory.com

SFA & SFM



SFA & SFM FIRM HISTORY AND QUALIFICATIONS

The Sports Facilities Advisory enjoys a long history of assisting clients in planning, financing, and developing successful sport and recreation assets. Our management services were launched in direct response to a request from the United States National Parks Service in 2007. This led to the management of numerous youth focused facilities that resulted in the formation of the Sports Facilities Management, LLC (SFM).

SFM is now the country's leading youth and amateur sports and recreation facility management company. This network of highly successful facilities provides us with real-time access to a massive portion of the tournament and events marketplace and deep knowledge related to facility design, guest experience, events development, hotel and leisure spending patterns, technology platforms, construction and start-up costs, program and sales trends, operating systems, unique revenue generation opportunities, innovative community partnerships and expense containment strategies.

Our talent pool, new employee recruitment process, and employee on-boarding allow us to create cultures that prioritize the guest experience, promote long-term retention, and we create the industries best career paths. **For clients, this means we are well equipped to attract, hire, and retain the best team for your facility.**

SFM has developed into the largest single network of indoor and outdoor youth focused venues.

In partnering with SFM, clients join this illustrious network including the Myrtle Beach Sports Center, Rocky Top Sports World, The Hoover Metropolitan Sports Complex, Bo Jackson's Elite Sports, The Rocky Mount Events Center, and others provided within our portfolio. These centers support one another, share leads, co-create products, and participate in cross training events.

Through the SFM network we are more capable than other operators of booking facilities with events that drive new economic impact. As a point of reference, SFM opened the Myrtle Beach Sports Center having contracted for 100% of forecasted events prior to opening day.

SFA & SFM are founding members of the Aspen Institute Project Play 2020 Initiative. We are creating initiatives to improve the health and economic vitality of our communities.



CENTERS FOR DISEASE CONTROL & PREVENTION | KETCHUM SPORTS & ENTERTAINMENT
TECHNICAL ADVISORS





about SFA

ABOUT US: Sports Facilities Advisory

We are advisors, partners, financial modeling experts, and facility operations professionals. Our mission is to improve the health and economic vitality of the communities we serve. We are deeply committed to improving access to sport and to helping our clients develop models for programming and financing that are socially and fiscally productive.

Since 2003, Sports Facilities Advisory, LLC (SFA) has represented a portfolio of more than \$10 billion in planned and operational sports, recreation, wellness, and entertainment facilities for more than 2,000 communities around the world.

For the past 15 years, SFA has led the youth and amateur sports marketplace as trusted advisors, innovators, and critical finance partners of the most successful sports tourism and community sport destinations in America.

As industry leaders, our firms serve as one of the most prominent voices in the youth sports and sports tourism landscape. This allows us to have influence that directly benefits our partners and clients. Recent media coverage of SFA and the SFM facilities network includes Forbes Sports Money, CNBC, NBC Today Show, HBO Real Sports with Bryant Gumbel, Sports Business Journal, Sports Planning Guide, Sports and Events Magazine, and more than 2,100 media outlets in 2017 alone. We are frequently asked to speak at National Conferences such as the National Association of Sports Commissions (NASC), International City and County Managers Association (ICMA), US Indoor Conference, and conduct local/regional workshops on new sports travel development planning and financing.

Our team of experts, network of partners, and spheres of influence are unparalleled. We have helped shape outcomes for millions of citizens through our planning and funding services, and along the way have created an extensive system of industry alliances, trusted vendors, funding partners, and national organizations that allows us to offer exceptional service and unparalleled credibility to SFA clients.

The affiliation with our clients goes far beyond the delivery of a service or solution. It is often the beginning of long-term relationships and sustained brand advocacy. In fact, we receive more business from existing clients and referrals than any other source.

SFA Quick Stats:

2,000

Communities
Served

\$10 billion

Planned
Developments Served

Notable Recent SFA Projects

A+ Athletes Sports Facility – Carrollton, TX
Atlanta Sports City – Atlanta, GA
ALTIS Sports World – Mesa, AZ
Bo Jackson's Elite Sports – Hilliard, OH
Crown Point Sportsplex – Crown Point, IN
Encore Sports Complex – Kissimmee, FL
Evergreen Sportsplex – Leesburg, VA
Hope Sports Complex – East Lansing, MI
Myrtle Beach Sports Center – Myrtle Beach, SC
Nevele ProSport Campus – Ellenville, NY
Rocky Mount Event Center – Rocky Mount, NC
Rocky Top Sports World – Gatlinburg, TN
Round Rock Multipurpose Complex – Round Rock, TX
Round Rock Sports Center – Round Rock, TX
Salina Fieldhouse – Salina, KS
Saugatuck Rowing and Fitness Club – Westport, CT
Sportsplex San Marcos – San Marcos, TX
St. Croix Sports & Events Center – St. Croix, USVI
St. James Sports and Wellness Center – Springfield, VA
SWGR Athletics – Pittsburgh, PA
The Miller Center for Recreation & Wellness – Lewisburg, PA
Upward Star Center – Spartanburg, SC
Wooden Family Fieldhouse – Xenia, OH
Woodridge Park District Rec. Complex – Woodridge, IL



We know the importance of sport: it improves outcomes for children, strengthens families, and creates healthier communities.



about SFM

ABOUT US: Sports Facilities Management

We are the leading outsourced management solution for travel sports destinations and community recreation facilities in the United States. We are deeply committed to improving access to sport and to helping our clients develop models for programming and financing that are socially and fiscally productive. Officially launched in 2012, SFM was born out of our industry-leading planning and project financing sister firm, SFA.

SFM has hosted more than 50 million visits in our client facilities since 2015 and generates hundreds of millions of dollars in annual direct economic impact in the communities we serve. As a commitment to the local communities we serve, in 2018 SFM is launching the SFM Access Program which will dedicate facility time and space to non-profit groups to meet, play, and fund-raise for free.

SFM oversees the largest single network of indoor sports tourism facilities in the U.S. With operations throughout the country, our data base, direct relationships with event rights holders, ability to propel new projects onto the national landscape, combined with our systematic approaches to brand development, marketing, event sales, event management, financial reporting, and facility operations are second to none.

Our expertise is sought after in industry associations and media outlets alike. SFM or facilities in the SFM network have been featured on HBO with Bryant Gumbel, on the TODAY show, in Sports Business Journal, Sports Planning Guide, Sports & Events Magazine, and 2,100 media outlets as well as the National Association for Sports Commissions (NASC), International City and County Managers Association (ICMA), National Recreation and Parks Association (NRPA) and others.

As managers of sports tourism and community based sport and recreation centers, we oversee all aspects of facility development and operations. This includes new project planning and design, development cost containment, staffing, human resources, events marketing, events booking, events management, sponsorship sales, financial/bookkeeping, economic impact and financial reporting, public engagement, and delivery of community based programming.

SFM Quick Stats:

20 million

Annual Visitors to
SFM Facilities

150+

General Manager
Candidates On File

Notable Recent SFM Projects

Adrenaline Monkey - Cleveland, OH
Bo Jackson's Elite Sports - Hilliard, OH
Coastal Florida Sports Park - Cocoa Beach, FL
City Beach Volleyball Club - Santa Clara, CA
Drive Nation Sports Center - Dallas, TX
Hill Country Indoor Sports - Woodlands, TX
Hoover Met Complex - Hoover, AL
Myrtle Beach Sports Center - Myrtle Beach, SC
Newtown Sports & Fitness - Newtown, CT
Nevele Prosport Campus - Ellenville, NY
Pelican Bay Aquatic Center - Edmond, OK
Rocky Mount Event Center - Rocky Mount, NC
Rocky Top Sports World - Gatlinburg, TN
St. James Sports and Wellness Center - Springfield, VA
The Legends Sports Complex - Woodlands, TX
Upward Star Center - Spartanburg, SC
Warinanco Sports Center - Roselle, NJ



**We're committed to serving our mission:
to improve the health & economic vitality of communities**

key team members

SFA CEO & FOUNDER DEV PATHIK

SPECIALTIES:
funding services, strategy, visionary
planning, entrepreneurship

YEARS IN INDUSTRY: 20



Dev Pathik founded SFA in 2003 and is widely regarded as an industry thought-leader who has contributed to the well-being of communities around the world. Dev is a passionate social entrepreneur and innovator who has dedicated more than 25 years to the development of numerous businesses that empower and develop communities. His leadership has produced facilities that integrate traditional sports with special events, adventure sports, education, leadership-development, and amusement to turn early concepts into financeable and sustainable facilities that make a difference in communities. Dev is a sought after public speaker, leadership mentor, and advisor to public and private owners.

NOTABLE PROJECTS

Florida Parks & Recreation Association, Florida

Ocean Sports Development, USA

Perfect Game, USA

Rocky Top Sports World, Gatlinburg, TN

SFA COO EVAN ELEFF

SPECIALTIES:
funding services, strategy, facility
operations, market research

YEARS IN INDUSTRY: 14



Evan Eleff began his career with more than 8 years in facility operations within one of the largest YMCA systems in the U.S. Evan joined SFA in 2012 as a business analyst, Account Executive, and today Evan serves as chief operating officer of SFA overseeing the company's customer service and delivery systems as well as the team of strategic advisors, business analysts, project managers, and research specialists who produce SFA's market research, feasibility, and financing services. Since joining Evan has served a portfolio of over 400 projects totaling more than \$4.5 billion in planned and operational sports tourism, community recreation, and large-scale, master-planned sport, recreation, wellness, and entertainment destinations.

NOTABLE PROJECTS

Aviator Sports & Events Center, Brooklyn, NY

BucksMont Sports Center, Hatfield, PA

Spooky Nook Sports Complex, Lancaster, PA

Round Rock Sports Complex, Round Rock, TX

SFA PARTNER ERIC SULLIVAN

SPECIALTIES:
planning strategy, facility operations,
business development, data analysis

YEARS IN INDUSTRY: 12



Eric Sullivan joined SFA in 2006 and has since held nearly every operational role in the firms. Eric now leads SFA and SFM's growth effort by designing service solutions that help our clients achieve their goals. Eric developed the original financial and market analysis tools that SFA is most well-known for leading the first facility opening projects in our company history that paved the way for the launch of SFM. Eric has overseen and served as an advisor to hundreds of projects including market studies, financing plans, development plans, turn-arounds, and new facility openings. His work in domestic and international markets has included projects in the U.S., Canada, Caribbean, U.K., Latin America, Asia, and the Middle East.

NOTABLE PROJECTS

Salvation Army Kroc Center, South Bend, IN

The Legends Sports Complex, Woodlands, TX

BucksMont Indoor Sports Center, Hatfield, PA

Warinanco Sports Center, Roselle, NJ

key team members

SFA STRATEGIC ADVISOR GARY SMALLSHAW

SPECIALTIES:
strategic partnerships, market analysis

YEARS IN INDUSTRY: 25



Gary Smallshaw has more than 25 years of operational, marketing and strategic partnership experience across a diverse set of elite sports, fitness, performance, recreation and entertainment venues. Gary currently helps to lead SFA's team of business analysts and researchers in assessing market opportunities, producing feasibility studies and delivering institutional-grade financial pro formas. His role is to ultimately provide the strategies and advice that improve both the fundability and financial performance of projects. Gary has also spent time leading Sports Facilities Management's (SFM) portfolio of elite venues, executing strategic business initiatives related to branding, advertising, digital marketing, design, sponsorship, as well as public relations.

NOTABLE PROJECTS

Perfect Game USA, Cedar Rapids, IA

Rocky Mount Event Center, Rocky Mount, NC

Florida Recreation & Park Association, Florida

National Sports Center Consortium (NSCC)

SFA VICE PRESIDENT ASHLEY WHITTAKER

SPECIALTY:
business development, marketing



Ashley Whittaker has over a decade of experience in the sports industry, with a unique background in product design and marketing including a patented track and field safety device (now required by the NFHS and NCAA), technical equipment support for the 2004 Track & Field Olympic Trials, brand development, trade-show coordination, and multi-media marketing for a \$40- million equipment company. Previously a consulting entrepreneur, Ashley honed her marketing and brand development skills catering to the needs of small business owners. A graduate of the University of Illinois and a varsity track and field athlete, Ashley brings her love of competition and discipline to her role as the VP of Business Development at SFA and SFM.

SFA STRATEGIC ADVISOR DAN MORTON

SPECIALTY:
market analytics, program planning



Dan Morton began his career in facility management of an indoor sports venue in the Northeast United States. For several years, he learned the day-to-day operations of sports and recreation facilities, holding a variety of positions from Coach to Manager on Duty to Sports Program Manager. This experience equipped him for a transition to the planning and analysis of new facility developments with SFA. Dan joined SFA in 2012 as a market research and document specialist, and today serves as a Strategic Advisor leading SFA's team of market specialists and business analysts through the development of market studies, financial forecasts, economic impact analyses, feasibility studies, and existing facility optimization plans. His work in this area is focused on serving SFA's clients to provide the most accurate and reliable information possible through dynamic financial and economic impact forecasting.

SFA PROJECT MANAGER JARED CARNES

SPECIALTY:
market research, project management



Jared Carnes joined the SFA and SFM Team after spending several years working as a Marketing Consultant while he completed his Master's Degree in Business Administration from the University of Tampa. During his time working as a Marketing Consultant Jared assisted local companies in recognizing, developing, and implementing growth strategies based on the individual company's needs and markets. Previous to working as a Marketing Consultant, Jared has experience working in client service, sales, and business development for companies in the Tampa Bay Area like Catalina Marketing and Clickbooth LLC. Within SFA, Jared serves on the strategic planning, market feasibility, and business planning teams for a wide range of early stage developments.



SFA & SFM Featured Project



Myrtle Beach Sports Center

Myrtle Beach, SC

Construction Cost: \$14.2 million

Size: 100k sq. ft.

Completion Date: March 2015

Firm's Role: Planning Services, Pre-Opening Management, On-going Full-time Management

Team Leader: Dev Pathik & Evan Eleff

SFA was engaged to produce the initial market analysis and community needs/ demand assessment phase which included strategic planning, key stakeholder, user group interviews and involved collaboration with key project decision makers. SFA's work also included a detailed financial forecast and economic impact analysis, an organizational structure, a development timeline, and onsite presentations. The City then contracted SFM for a full suite of pre-opening services, including a Pre-Opening Development Plan & Timeline as well as the setup and implementation of management and operating systems for the complex and the business. This led to a Full-Time Management agreement.

Agency Contact: John Pedersen, City Manager - City of Myrtle Beach, SC
phone: (843) 450-1042 email: jpetersen@cityofmyrtlebeach.com



SFA & SFM Featured Project



Rocky Top Sports World Gatlinburg, TN

Construction Cost: \$21.5 million

Size: 80 acres

Completion Date: August 2014

Firm's Role: Planning Services, Pre-Opening Management, On-going Full-time Management

Team Leaders: Jason Clement & Evan Eleff

SFA was engaged to produce the initial market analysis and community needs/demand assessment phase which included strategic planning, key stakeholder and user group interviews. SFA's work also included a detailed financial forecast and economic impact analysis, an organizational structure, a development timeline, and onsite presentations. The City/County then contracted SFM to become the full-time management entity for this sports tourism destination. SFM's Leadership Team met its year one booking objectives three months prior to the August 2014 Grand Opening. Year one forecasted economic impact to be \$10M; the actual year one economic impact was \$17M.

Agency Contact: Greg Patterson, Trustee - Sevier County, TN
phone: (865) 453-2767 email: gpatterson@seviercountyttn.org



SFA & SFM Featured Project



Rocky Mount Event Center

Rocky Mount, NC

Construction Cost: \$48 million

Size: 165k sq. ft.

Completion Date: October 2018

Firm's Role: Planning Services, Pre-Opening Management, FF&E Services, On-going Full-time Management

Team Leaders: Dev Pathik & Evan Eleff

SFA was contracted to provide a market and feasibility analysis, as well as putting together the detailed financial forecast and economic impact analysis. SFA also provides consulting and advisory services throughout the capital acquisition phase and serves as the owner's representative for design and facility layout. SFM was contracted for facilities, fixtures, and equipment procurement which includes writing and issuing RFP's on behalf of the client. SFM is contracted with a full-time management agreement and pre-opening suite of services including legal/risk, day-to-day operations, marketing, business development, human resources, leadership development, and sponsorship sales.

Agency Contact: Charles Penny, Former City Manager
phone: (252) 904-7417 email: cwp411@gmail.com

success of similar projects



\$562,039

Average Economic Impact For Individual "Home-Grown" Events at Rocky Top Sports World

Rocky Top Sports World opened in 2014 with the assistance of SFA, the City of Gatlinburg, and Sevier County Economic Development Council. Under SFM management, Rocky Top has surpassed economic impact performance projections, including those from SFM-created (non-rental) events.



11,000+

Amount Of Hours Of Community Access Created In Hoover, AL

The Hoover Metropolitan Complex, located in Hoover, AL opened in 2017 and is a sports tourism complex with a strong local-use component. During year one of operation, the SFM team created more than 11,000 hours of local community access to the facilities.



20 million

Estimated Visitors to SFM Managed Facilities Each Year

Across the SFM National Network, from award-winning sports travel destinations to community aquatic centers, our facilities receive an estimated 20 million visitors. SFM staff is trained to accommodate events large and small from tournaments to parties.



\$24 million

Amount Myrtle Beach Outperformed Economic Impact Forecast in Year One

SFM's partnership with the City of Myrtle Beach, SC has had a tremendous effect on the performance of the facility. Prior to opening, SFM had booked 100% of the events needed to surpass the economic impact goals of the development.



220+

Events Rights Holders In The SFM Network Database

The SFM National Network includes not only facilities, but funding partners, architects, vendors, industry associations, and events rights holders. In fact, our database has over 220 events and growing.



**ROCKY MOUNT
EVENT CENTER**

3,330

Media Pick-Ups For SFA, SFM, or Venue News Stories in 2017 Alone

SFA, SFM, and our managed venues are in the news - a lot. In 2017, our curated stories were picked up more than 3,330 times and as a result, several facilities were hosted on HBO Real Sports with Bryant Gumbel and NBC's TODAY Show.

schedule & approach

The following sections will demonstrate how SFA envisions the structure, approach, and overall strategy of the assignment. SFA understands that this RFP is being issued by The Village to understand the feasibility of new assets that can facilitate sports tourism. We understand that Burr Ridge seeks to determine the market demand, feasibility, and economic benefit of a sports tourism complex that may be indoor, outdoor, or some other combination of unique programming. SFA will analyze uses for sports tourism that include traditional and non-traditional sports, community events, and other creative uses that generate economic stimulus and/or community impact.

No other firm has been responsible for more successful youth and amateur indoor sport and event facilities than SFA. Experience includes the largest indoor multi-use complex in the United States, Spooky Nook Sports, as well as, industry leading Rocky Top Sports World, Myrtle Beach Sports Center, Round Rock Sports Center, Hoover Finley Center, and dozens more.

The process and methodology proposed in this RFP response have been effectively utilized to support the development of tens of millions of dollars in similar projects across the United States. To begin the project, SFA will assign a formal project team. This team will be led by a Principal-in-Charge "PIC," SFA Partner Evan Eleff. The PIC will be supported by an Account Executive, Strategic Advisor – Dan Morton, to oversee this process to provide a consistent point of contact for The Village and to "quarterback" SFA's extensive internal and external resources.


Additional Resources will include SFA's market research specialists, business analysts, and sports operational experts for both local programming and sports tourism. Hours and bill rates for resources have been identified in the proposed scope and fee schedule.

To complete the requested scope of work, SFA anticipates approximately a twelve (12) week project timeline. The table below demonstrates the anticipated milestones for the project if we are able to kick the project off by August 6, 2018. The overview of steps and associated timeline include:

SFA Project Steps	Wks	Date	Feb 25	Mar 4	Mar 11	Mar 18	Mar 25	Apr 1	Apr 8	Apr 15	Apr 22	Apr 29	May 6	May 13
Step 1														
Kick-Off Meeting	1													
Existing & Historic Data Review & Market Study	2													
Step 2														
Site Meeting, Stakeholder Interviews, & Survey	2													
Step 3														
Detailed Pro Forma & Economic Impact Analysis	7													
Step 4														
Feasibility Study	4													
Delivery Meeting & Next Steps	1													

Should The Village be able to arrive at a selection prior to February 25 and execute an agreement sooner, SFA would adjust the project timeline to start immediately.





Within the RFP, it is clearly identified that The Village would like to understand the market demand, feasibility, and economic benefit of various sports complex developments. Specifically, the RFP calls for a market demand analysis, economic feasibility study, and recommendation of potential strategic partners. SFA is proposing a proven process that fulfills the desired scope in a comprehensive four (4) step process. On the following pages, we have provided an overview of the individual steps and the tasks they accomplish.

Step 1: Kick off Meeting, Existing Data Review, & Local Market Study

To begin the project, SFA will organize a formal kick off call with the appropriate The Village Staff to kick off this important project. This meeting will include:

- Introductions of all key team members from The Village and from SFA
- Review of the project goals, scope of work, and major steps within the scope.
- Data collection discussion. In this discussion, we will discuss available data, data that can be obtained through online research, and information about the market that you will share based on your knowledge, presence, and experience.
- Project communication – next steps, ongoing meeting schedule, set dates onsite

Coming out of the kick off call, SFA will review and assess any available existing operating and program information The Village has from existing operations. This may include program descriptions, schedules, organization/staffing information, operations resources, user group information, potential sites, and other pertinent data from existing events and programs in the market. Additionally, any information on the hotel inventory, occupancy rates, and other economic factors for Burr Ridge tourism will help in the economic impact analysis.

In addition to reviewing The Village data, SFA will conduct local market research to further understand local opportunities and constraints. The custom market research will include a drive time analysis of demographic factors like population and density, income and spending, growth trends, etc. Additionally, we will conduct very market specific sports and recreation factors such as participation trends, an analysis of existing service providers, and a review of local organizations. This competitive analysis will include a detailed list of existing service providers, events, and rates that impact the potential project.

This market research will include a comprehensive list of all of the major sports tourism facilities and events in the region that could potentially impact the success of a new multi-use sports center development in Burr Ridge. SFA will focus on both the immediate community need and the larger regional/national opportunity. This level of research will allow us to facilitate an effective onsite strategy meeting in Step 2.

Step 2: Market/Site Tour, Business Development Planning & Strategy Session (BDPS), Community Engagement

In step 2, SFA will send 2-3 resources onsite for 2 days of meetings. This includes a site tour, strategic planning session, and engagement of local stakeholders. This strategic planning session will help to provide insights into the project history, scope, needs, purpose, goals, and constraints. This step also assists SFA in learning potential contributions from program users and partners.

The BDPS will encompass discussions related to existing programs, project goals, and plans for site development, as well as topics such as the business model, the program plan, design/space considerations, alliances with sports and other user groups, utilization, funding/financing, competition analysis and market share, the management and staffing plan, and much more.

While in the market SFA will visit complimentary and competitive facilities in the greater Burr Ridge area. This may include municipal, privately owned, and school facilities in the area. As a result, we will provide an overview and assessment of competition and the resulting market opportunity. We will also use this as an opportunity to uncover local partnership opportunities and identify potential stakeholders for the process. Additionally, SFA will tour potential sites for the project while in the market. This information will be used to make site selection recommendations in the Feasibility Report.

During the BDPS, SFA will facilitate discussions around funding strategies and opportunities. This will help SFA to formulate the right capital strategy and engage the right financial partners to analyze potential finance solutions for Burr Ridge. Last but not least, while in the market SFA will engage with the community to gather valuable input from local user groups. This is accomplished through a series of stakeholder and town hall meetings to give the local public a structured forum for input, control messaging, and to level-set expectations for what the development may/may not include. Stakeholders may include schools, sports organizations, health/wellness organizations, and other groups that may support the up-front capitalization and/or ongoing success of the project.

Step 3: Detailed Financial Forecast (Pro Forma) & Economic Impact Analysis

Once SFA has completed the strategy session, market research, and local market/site tour, SFA will complete more in-depth research/analysis to produce a 5-year cash flow forecast. This model will be based on the optimal model for Burr Ridge to generate the most economic impact through sports tourism. SFA's pro formas are detailed, institutional-grade financial forecasts, used to support decision-making and financing. The pro

forma will serve as the core deliverable from which the economic impact and feasibility report are developed.

The pro forma will provide insight into the financial potential of the project and will include projections related to construction and start-up costs, revenues/expenses by product/program, facility utilization, and more. The financial forecast will also address the wide range of key performance indicators and contributing factors that influence operations and the overall financial performance of the facility. This includes local programming for parks and recreation use and local sports organizations, in addition to the regional opportunity for tournaments and events.

The pro forma will be provide you with detailed financial details related to and based on:

- The ideal business model to best meet the definitions of success for your facility
- Realistic and/or recommended debt-to-equity mix and debt service
- Right-sized program spaces and space requirements
- Construction and start-up costs based on recent, comparable projects
- Recommended parking
- Revenue by product/program
- Direct/variable costs (Cost of Goods Sold)
- Facility and operating expenses
- Management and staffing model
- Utilization projections

In addition to the operational forecast, SFA will project the economic impact of the facility on an annual basis. Economic impact is defined as new off-site spending that will occur in the market as a result of tournaments and events held at the facility. This information is used to project economic activity from out-of-City visitors who would not be in the market but for the events that will be held at the complex.

The results, primarily quantified as room nights generated and direct spending, are used by elected officials and private developers alike to understand the impact that the venue will have on the lodging, dining, retail, entertainment, and transportation industries as well as on the tax base of the municipalities that benefit from new spending.

SFA's economic impact projections are developed based on projections for tournaments and events throughout the pro forma and reflective of several key drivers of economic impact, including:

- Number of Events
- Number of Teams
- Number of Participants
- Number of Affiliated Spectators
- Percent of Participants and Affiliated Spectators from outside Burr Ridge
- Length of Stay
- Average Daily Rate (ADR)
- Average Daily Expenditures (ADE)

Through this financial analysis, SFA will quantify the demand for local hotel rooms and other accommodations in the market. SFA will also perform a hotel capacity audit taking into account the projections in the Pro Forma. If additional hotel capacity is needed, SFA will also analyze the potential for hotel amenities onsite. Additionally, as requested in the RFP, if additional inventory is needed SFA will determine the viability of a hotel based on occupancy from events using a 125-key hotel concept as the baseline.

Once the Pro Forma and Economic Impact are complete, SFA will work with The Village on determining potential funding strategies and solutions. SFA has extensive experience supporting the financing of municipally developed projects. Based on the size of The Village's desired structure, project size, potential partners, net operating income, and other critical factors; SFA will provide no less than two (2) potential funding solutions as requested in the RFP. These funding strategies will be used as assumptions in the pro forma and have a narrative overview in the Feasibility Study.

Step 4: Feasibility Study

The Feasibility Study will serve as a narrative summary addressing the opportunity to execute the financial viability of the project. The report will be prepared with the understanding that it will be used for City decision making and may become part of a package used to secure funding for the new complex. As with all SFA documents, this report will be developed for the eye of a broad audience including sophisticated funding sources.

The report will include:

- Executive summary
- Market overview
- Demographic and socioeconomic overview
- Drive-time analysis

- Sports participation analysis
- Existing service provider overview
- Facility program and construction cost estimate
- Overview of programs, products, and revenue streams
- Summary of financial performance
- Funding Strategy Overview
- Conclusion with key findings and next steps

Specifically, this detailed report will provide an overview of the market, ideal facility program, finance solutions, and financial outcomes for the project. Once complete, SFA will travel back to market to deliver a detailed presentation of findings and recommended next steps. This may include conversations around design, financing, development, and future operations. Important to note, SFA has the ability to support project finance for municipalities. This includes standing behind our work and research with real-world results, aligning stakeholders, sourcing capital, identifying creative structures, securing letters of intent for usage, and more.

This level of work helping to identify architects, engineers, developers, contractors, and finance partners is a true differentiator for SFA. No other firm has successfully helped more sports tourism projects go from "concept to concrete." It would be our pleasure to serve you through this exciting process. We are hopeful for the opportunity to discuss this approach with The Village and to ensure our deliverables and project scope are directly in line with the ideal outcomes for Burr Ridge.



**destination:
BURR RIDGE**





Village of
Burr Ridge

MEMORANDUM

TO: Acting Village President and Board of Trustees
 FROM: Evan Walter, Assistant to the Village Administrator
 DATE: February 18, 2019
 RE: Valet Licensing

As requested by the Board of Trustees at the February 11, 2019 meeting, the following report is provided regarding establishment of a valet license. At this time, there is no mechanism which requires valet operators to be directly licensed by the Village, nor does the Village possess any current regulatory authority directly over valet operators except in routine traffic enforcement. Area communities that license valet operators include Schaumburg, Libertyville, Rosemont, Glencoe, Park Ridge, Lombard, Tinley Park, Downers Grove, and Crystal Lake.

A best practice for establishing valet licenses is to require submittal of a valet parking plan with each license application with said plan designating a specific location for staging of the valet service and another location for parking of valeted cars. If a valet operator deviated from the standards set forth in their valet license, e.g. staged or parked outside of designated areas, the valet license ordinance would impose penalties in the form of fines, suspension, or revocation of the valet operator's license.

Attached is a rough draft outlining the terms of a valet license ordinance. The following is a summary of the key points of said draft:

- All valet parking licenses would be subject to Board of Trustees review and approval.
- All licenses would require submittal of a valet parking plan indicating the location of staging areas and vehicle parking/storage areas.
- A staff review of all valet license applications would occur prior to Board consideration with a recommendation made regarding each license.
- A valet parking license would be issued for an unlimited period of time (or the Board may choose to require renewal of license within a pre-determined time).
- A reasonable fee for the license may be required. In the survey referenced above, fees for licenses ranged from \$25 to \$250 on an annual or permanent basis.
- The draft regulations suggest that each violation of the license would be subject to a ticket (comparable to a parking ticket and which may be issued by a police officer).
- The draft regulations further suggest that upon issuance of a third ticket within any given 12-month period, that the license will be placed on a Board agenda for consideration of revocation or suspension.
- A suspension would be for a length of time of less than one year as may be determined appropriate by the Board of Trustees. At the end of the suspension the license would be automatically reinstated.
- A revocation would prohibit the licensee from working in the Village for one year. After one year, the licensee may apply for a valet license in the Village.

DRAFT – VALET LICENSE REGULATIONS

Prepared for February 25, 2019 Board of Trustees Agenda

Definitions. For the purposes of this section, the following terms shall have the meanings indicated:

VALET PARKING — The act of taking a vehicle on bailment, whether or not a fee is charged, and parking it for the vehicle owner operator, but attendant parking at a licensed parking lot or garage shall not constitute valet parking.

VALET PARKING OPERATOR — Any person or entity that provides the service of valet parking.

VALET PARKING ZONE – The area(s) reserved for the use by valet operators for the safe and orderly storage of vehicles on bailment from the vehicle owner to the valet operator.

VALET SERVICE ZONE — The area adjacent to a curb reserved for the exclusive use of vehicles for the expeditious loading and unloading of passengers and for transfer of temporary vehicle control from the vehicle owner to the valet operator.

Criteria for valet parking designation. Upon the application of any valet operator, the Village President and Board of Trustees may designate an area as a valet parking zone for specified days and hours if it is determined that such staging zone is necessary and justified by traffic conditions and business operations of the applicant. In making that determination, the Village President and Board of Trustees shall consider:

1. The existing parking regulations, capacities, and controls at the proposed location;
2. The existing and/or adjoining uses at the subject property;
3. The safety and convenience for the patrons of the subject property;
4. The actual number of passengers to be served by the zone;
5. The overall determination of available parking for the area;
6. The presence of other valet parking zones in the area;
7. The presence of other legal conditions or entitlements related to property rights, business operations, or other such factors.
8. Such other factors as the Village President and Board of Trustees determine are relevant to the necessity and justification for the valet parking zone.

Permit application. Any person, business, firm or corporation desiring a valet parking permit shall file a written application with the Village President and Board of Trustees, or an authorized representative, on an application provided by the Village. The applicant shall accompany the application with a tender of the correct license fee as hereinafter provided and shall, in addition, furnish the following:

1. The business name and address of the corporation, partnership or other business entity seeking the permit;
2. Location of business or event where valet parking is proposed;

3. Name and telephone number of authorized representative representing valet operations;
4. Date valet parking operations are to commence;
5. If applicable, dates valet parking will begin and cease (temporary license only);
6. Hours of operation for business and valet operations;
7. The number of employees assigned to provide valet parking during hours of operation;
8. The location of valet parking service and parking zones (please attach a map);
9. The number of parking spaces at this location available to the applicant for valet parking;
10. If applicable, additional, off-site location where vehicles will be stored;
11. The number of spaces available to the applicant within its proposed valet parking zones;
12. A plan showing valet service and parking zones and proposed route to and from the proposed valet service and parking zones;
13. A signed letter of authorization from the owner(s) of the parking facility, or person in control of any parking facility designated in the application, permitting the valet operator to conduct valet operations in the proposed areas as well as verifying the number of spaces in such parking facility that are legally available to the applicant;
14. A plan showing the location of the valet parking stand;
15. An indemnification and hold-harmless agreement signed by an authorized valet insurer representative and approved by the Village President and Board of Trustees, or an authorized representative and the Village Attorney; and
16. A statement signed by an authorized representative for the business or event, confirming that there is a need for the proposed valet service and consenting to the service.

Fee. The license fee for an annual valet parking permit shall be \$____. The license fee for a temporary valet parking permit (limit three days) shall be \$____. License fees shall be due only when a license is granted to the applicant.

Permit provisions and restrictions. For the purposes of this section:

1. The permittee shall not allow any person to either drive a vehicle of a customer, or handle keys of a vehicle of a customer, unless the permittee has certified that the person is at least 18 years of age, has a valid Illinois driver's license and has not been convicted of reckless driving or driving while under the influence of alcohol or narcotics within seven years preceding that date of certification.
2. All valet employees must carry a valid Illinois driver's license with them at all times.
3. Valet service employees shall at all times obey traffic rules and regulations.
4. Permittee shall provide adequate staffing to park vehicles so that traffic is not impeded by the activities of the permit. Staging of vehicles is only permitted in specified staging areas as approved by the Village President and Board of Trustees. No double parking or blockage of lanes shall be allowed. No vehicle may park within a valet staging area for longer than five (5) minutes.

5. No person shall stop, stand, or park a vehicle in a valet staging zone during its posted hours of operation for any purpose other than the expeditious loading or unloading of passengers and to turn control of the vehicle over to the valet operator. Valet parking operators must expeditiously remove vehicles from valet staging zones.
6. Vehicles shall be moved to and from the valet staging and parking zones only via the approved route as noted in the permit. Shortcuts and U-turns are prohibited.
7. Pedestrian walkways must not be blocked at any time during valet operations, and the permittee must provide a minimum pedestrian passing clearance of five feet.
8. The permittee shall provide a claim check to the owner upon receipt of each motor vehicle accepted for valet parking.
9. A copy of the permittee's complete permit and approved valet parking plan must be maintained at every valet parking operation site.
10. Each permittee shall install and maintain, at each location at which a patron or guest surrenders his or her vehicle for parking, a sign with letters plainly visible from the street, displaying "Valet Parking".
11. At each closing time, the permittee shall lock or cause to be locked each vehicle, except those locked by the person bringing the vehicle to the valet parking service, if a key is available, and shall deposit or cause to be deposited such key with a responsible person at a safe and convenient place, to be delivered to the person who parked the vehicle upon surrender of the parking ticket if one was given to such person, or otherwise upon proof that such person has the right to possess the vehicle.
12. Permittee shall notify the Burr Ridge Police Department whenever a vehicle has been left in their custody for a period in excess of 24 hours without a prior contractual arrangement for such period of time in order to determine whether the vehicle is stolen or abandoned.
13. Permittee shall agree that valet service employees shall not park their own vehicles in residential neighborhoods or within designated valet staging or parking zones.
14. Permittee employees shall wear clothing that indicates, at a minimum, the permittee's name, logo, or similar identification.
15. Valet employees traveling on foot between the valet service and parking zones shall comply with all applicable traffic laws, ordinances and regulations and shall obey all traffic controls. Jaywalking and crossing against traffic signals is prohibited.
16. Permittee shall comply with all applicable Village and State regulations and provisions.
17. All valet parking permits shall be reviewed on an annual basis for renewal.

Violations: Any valet parking license issued under this section shall be subject to fines, suspension, or revocation for violation of any provision of this section, for any grounds that would warrant the denial of issuance of such license upon an original application or if there is reasonable cause to believe that:

1. The permittee has operated or managed the valet service in a manner that violated any provision of the Burr Ridge Municipal Code, or any restriction or prohibition imposed in the permit, including but not limited to the following:

- a. Any employees of the permittee engaged in providing valet parking services under the permit have violated any condition or restriction or prohibition imposed in the permit conditions and the permittee has permitted them to do so, or failed to prevent them from doing so. The permittee shall be responsible for those acts of its employees, which are done in the course and scope of their employment. Moving violations by valet employees will be considered as a violation of these conditions.
 - b. The permittee willfully made a materially false or misleading statement or omission of fact on any application or in any supplementary materials submitted or in any interview conducted in the processing of the applications for the permit.
 - c. The permittee is operating or managing the valet parking service in a manner which poses a danger to the health and safety of employees, customers and/or the public or interferes with the free flow of pedestrian or vehicular traffic.
2. The permittee fails to procure and maintain in full force and effect the required Village insurance coverages and limits.

Fines, Suspension or Revocation of License: Any valet license issued hereunder and found to be in violation of these provisions shall be subject to the following penalties:

1. A violation of the approved valet parking license is subject to issuance of a P-Ticket with a fine of \$___ per incident payable by the valet licensee within 30 days after issuance.
2. After issuance of three P-Tickets within any one-year period the valet licensee shall be placed on the agenda of a Regular Meeting of the Village President and Board of Trustees for consideration of suspension or revocation.
3. Prior to consideration of suspension or revocation by the Village President and Board of Trustees the licensee will be provided a written notice stating the alleged grounds for the suspension or revocation and a date certain at which the Village President and Board of Trustees will consider revocation or suspension of the license.
4. The Village President and Board of Trustees shall review said violations and determine if the license shall be suspended for a period of less than one year or revoked. No application for any valet parking permit shall be accepted by the Village from the same applicant within one year following revocation of a valet parking permit or while the applicant has a suspended permit.
5. The Village President and Board of Trustees or authorized representative, upon such revocation or suspension, shall state the reasons in writing, specifying the particular grounds for such revocation or suspension.

Willowbrook, IL Ethylene Oxide Concentrations in Outdoor Air [ug/m³] - 24 Hour Samples

Sample Start Date	Willowbrook Village Hall	Willowbrook Village Hall 2	EPA Willowbrook Warehouse	EPA Willowbrook Warehouse 2	Gower Middle School	West Neighborhood	Water Tower	Willow Pond Park	Hinsdale South High School	Gower Elementary School
11/13/2018	Invalid	-	2.37	-	-	-	-	-	-	-
11/16/2018	0.824	-	1.81	1.81	-	-	-	-	-	-
11/19/2018	6.11	6.31	6.62	-	0.155	0.125	0.246	0.105	0.253	0.164
11/23/2018	0.284	-	0.180	Invalid	0.197	0.205	0.893	0.286	Invalid	0.202
11/25/2018	4.10	-	Invalid	Invalid	0.360	0.261	Invalid	0.345	0.665	0.411
11/28/2018	1.83	-	0.248	1.14	0.656	ND	0.699	0.455	0.376	0.474
12/1/2018	1.68	1.90	0.456	-	0.140	0.804	ND	0.211	0.629	0.464
12/6/2018	5.39	-	11.7	10.5	0.605	0.254	0.389	ND	0.486	ND
12/7/2018	0.737	0.822	2.26	-	0.112	ND	0.273	0.403	ND	0.164
12/10/2018	0.300	-	0.269	0.403	ND	0.213	0.248	ND	0.213	0.138
12/13/2018	2.04	2.13	0.436	-	0.255	1.06	0.211	0.365	0.244	0.401
12/16/2018	0.871	-	2.11	2.19	0.593	0.604	0.535	0.334	0.511	0.732
12/19/2018	0.521	0.338	0.345	-	0.360	0.197	1.67	0.546	0.267	0.311
12/22/2018	0.981	-	3.09	2.57	0.522	0.235	0.441	0.116	0.376	0.360
12/26/2018	10.8	10.5	Invalid	-	ND	1.17	0.151	0.166	0.566	0.497
12/28/2018	0.672	-	1.42	1.19	0.175	ND	Invalid	ND	0.264	0.133
1/2/2019	0.251	-	0.237	0.396	ND	ND	ND	0.217	ND	0.210
1/3/2019	0.372	0.257	ND	-	ND	ND	ND	ND	0.428	0.633
1/6/2019	7.59	6.62	ND	-	ND	1.56	ND	ND	0.249	0.249
1/9/2019	3.81	-	Invalid	0.685	0.354	0.115	ND	0.219	0.295	Invalid
1/12/2019	1.57	1.65	ND	-	ND	0.727	0.307	ND	0.264	0.237
1/15/2019	0.672	-	14.2	14.3	0.918	0.119	ND	0.107	0.239	ND
1/17/2019	0.517	0.591	13.1	-	1.66	0.151	0.316	0.144	0.134	ND

Note: For quality assurance, EPA's monitoring plan calls for collocated samples to be collected for each sampling day at the Willowbrook Village Hall or the EPA Willowbrook Warehouse – the expected locations of maximum concentrations. Those data are reported in the table as Willowbrook Village Hall 2 and EPA Willowbrook Warehouse 2.

ND – non detect. Ethylene Oxide was either not present in the sample or was at a level below the level the method could detect.

Invalid -- the sample did not meet EPA's field, shipping, laboratory or other quality assurance criteria.

Trans -2- butene detected although concentration is too low to quantify .

ORDINANCE NO. 1184**AN ORDINANCE APPOINTING ACTING VILLAGE PRESIDENT**

WHEREAS, the Village of Burr Ridge is governed by and operates under a Village President [Mayor] and Board of Trustee form of governance under the Illinois Municipal Code; and

WHEREAS, President Mickey Straub provided his written resignation, with an effective date of November 19, 2018, confirming his resignation from Office as Village President; and

WHEREAS, a vacancy was created the office of Burr Ridge Village President as of November 19, 2018; and

WHEREAS, the Illinois Municipal Code at 65 ILCS 5/3.1-10-50 sets forth the process by which the Board of Trustees is to select an Acting Village President; and

WHEREAS, the Board of Trustees has been unable to select one individual from the Board of Trustees to serve as Acting Village President for the remainder of President Straub's term of office; and

WHEREAS, Trustee Albert Paveza, Trustee Zach Mottl and Trustee Guy Franzese have all expressed interest in serving as Acting Village President; and

WHEREAS, the Village Board hereby determines that it is in the best interests of the Village of Burr Ridge to hereby appoint Trustee Albert Paveza, Trustee Zach Mottl and Trustee Guy Franzese to serve as Acting Village President for the remainder of President Straub's term and until a successor is elected and qualifies in the April Consolidated Election of 2019.

NOW, THEREFORE, BE IT ORDAINED, by the President and Board of Trustees of the Village of Burr Ridge, Counties of Cook and DuPage, State of Illinois, as follows:

Section 1: Trustee Albert Paveza, Trustee Zach Mottl and Trustee Guy Franzese are hereby appointed to fill the vacancy in the office of President of the Village of Burr Ridge, and to serve as "Acting Village President", pursuant to 65 ILCS 5/3.1-10-50 for the following time periods:

Trustee Albert Paveza

Commencing at the Board meeting on December 10, 2018 and including the Board of Trustees Meetings on January 14, 2019 and January 28, 2019 until the end of day on February 1, 2019.

Trustee Zach Mottl

Commencing on February 2, 2019 and including the Board of Trustee meetings on February 11, 2019, February 25, 2019 and March 11, 2019 until the end of the day on March 15, 2019.

Trustee Guy Franzese

Commencing on March 16, 2019 and including the Board of Trustees meetings on March 25, 2019, April 8, 2019 and April 22, 2019 through the date on which a Village President is duly elected, qualified and sworn into office following the April 2019 Consolidated Election.

Section 2: Trustee Albert Paveza, Trustee Zach Mottl and Trustee Guy Franzese shall retain their offices as Trustees while serving as Acting Village President. Any resignation from their current office(s) as Village Trustee would require a written, formal letter of resignation.

Section 3: At the end of each of the terms and tenures provided for above, each of the "Acting Village President(s)" shall return to his office as Trustee, for the remainder of the term thereof.

Section 4: This Ordinance shall be effective immediately upon approval.

APPROVED this 14th day of January, 2019 by a roll call vote as follows:

Ayes: 6 – Trustees Mottl, Snyder, Schiappa, Franzese, Paveza, Mital
Nays: 0 – None
Absent: 0 – None


Acting Village President

ATTEST:


Village Clerk



**VILLAGE OF
BURR RIDGE, ILLINOIS**

REQUEST FOR PROPOSALS (RFP)

FOR

**BROKERAGE SERVICES
FOR
HEALTH, DENTAL, AND LIFE INSURANCE**

**Village of Burr Ridge, Illinois
7660 Village Line Road
Burr Ridge, Illinois 60527**

**Release:
Submittal Deadline:
Award:**

**February 25, 2019
March 25, 2019
April 8, 2019**

REQUEST FOR PROPOSAL NOTICE

Notice is hereby given that the Village of Burr Ridge (henceforth: "Village") will accept proposals from insurance brokers/consultants (henceforth: "Respondent") qualified to perform and interested in providing brokerage services for health, dental, and life insurance plans (henceforth: "Proposals") until 2:00 p.m. CST on March 25, 2019 at which time all Proposals will be publically opened. Proposals received after this deadline will not be considered. All Proposals shall be clearly identified as **Brokerage Services Proposal for the Village of Burr Ridge**. Eight (8) sealed, paper copies as well as a digital master copy (such as CD, thumb drive, etc.) of Proposals should be mailed to the Village at the following address:

Village of Burr Ridge
Attn: Evan Walter
Assistant to the Village Administrator
7660 Village Line Road
Burr Ridge, Illinois 60527

Proposals will be evaluated and the recommendation of the qualified Respondent will be presented to the Board of Trustees (henceforth: "Board") for approval at its April 8, 2019 meeting. The Board reserves the right to reject any or all Proposals, waive formalities, and to select the firm that best meet the needs of the Village and its employees. The Village reserves the right to select and terminate any servicing agent, agency, company, or administrator.

SECTION I - INTRODUCTION

The purpose of this Request for Proposal (hereinafter referred to as “RFP”) is to obtain Proposals from qualified companies to be the health insurance broker and consultant for the Village in its health insurance policies and needs.

The following types of coverage are scheduled for renewal on July 1, 2019:

- a) Employee Group Medical Insurance Coverage
- b) Health/Vision/Prescription Services
- c) Dental
- d) Life

It is the intention of the Village to hire a qualified firm to solicit bids for health, dental, and life insurance benefits from qualified agents on its behalf and provide consultancy services to its staff in implementing and administering said benefits. The Village intends to award a contract to a qualified firm to provide brokerage services at its April 8, 2019 Board meeting. The selected brokerage servicing firm shall provide benefits effective July 1, 2019 for a one-year term expiring June 30, 2020.

Submission of Proposal

During the evaluation process, the Village reserves the right to request additional information or clarification from firms, or to allow corrections of errors or omissions. Proposals are valid for 90 days after the acknowledgment date. The Village has final authority over the decision process and hereby retains the right to select one Broker or Agent for all or a combination of coverage or a separate Broker or Agents for each type of coverage or reject all Brokers and Agents.

Terms of Engagement

The proposer selected shall be asked to enter into a written professional services agreement with the Village. It is anticipated that the selected broker will be selected for a period of one year, with a Village option to exercise up to two additional one-year options, for a total of three years. In the event of a merger of the firm with another firm, this contract will be transferable to the successor firm only with the approval of the Village. This agreement shall not be assigned or transferred without the written approval of the Village.

Overview of the Village

The Village is a non-home rule municipality located in DuPage and Cook Counties. The Village currently purchases group health insurance through a local municipal cooperative for its approximately 50 full-time employees, with approximately 150 total lives, including dependents, covered by these health plans.

SECTION II – PROPOSAL REQUIREMENTS

Respondents must submit eight hard copies of the proposal and one master copy on a CD or thumb drive. All Respondents must provide detailed information for each of the following questions listed below. Be sure to indicate next to your response which question is being

answered. If the answer is contained within any attached marketing material, please state where the response to each question is located.

1. Title Page
2. Table of Contents
3. Letter of Transmittal
 - a. The proposal should be accompanied by a letter of transmittal (no more than three pages) which summarized the key points of the proposal and which is signed by an officer of the firm who is responsible for committing the firm's resources.
4. Firm Service Office Qualifications
 - a. Provide information regarding the history and organization of your firm. Include your main businesses, number of employees, number of offices, locations, and financial information.
 - b. Describe the office that will be designated to service the Village's program. Explain the services available at that office. If your firm intends to utilize other offices, please describe the services they would provide on this account.
 - c. Name the principal and other key personnel who will be fully responsible for the account. Provide a resume or professional qualifications and the related educational background of the personnel assigned to the account. Be sure to list each person's title and area of expertise.
 - d. Disclose any existing or potential conflicts of interest between the scope of work required by the Village and your firm's other business activities.
5. Reference List
 - a. Provide evidence of the firm's experience in providing service for others insured with coverage or programs comparable to the Village's, including that of other municipalities, if available, as well as a description of any underwriting procedures or special plans which have been used to serve other accounts.
 - b. List a representation of other accounts the firm has served. Include an indication of whether the firm is willing to allow the Village to contact such accounts for an appraisal of comparable services they have received from your firm.
 - c. List the municipalities or public entities your firm has served.
6. Work Plan/Technical Approach
 - a. Describe how your firm would accomplish the work and satisfy the Village's objectives described in this RFP. If appropriate, divide the work into segments or tasks to represent milestones for measuring progress.
 - b. List the names of the insurance companies that underwrite 30% or more of your firm's book of business. Project whether you would approach the same markets on behalf of the Village's account and/or source other markets.
7. Exceptions/Deviations
 - a. Please state any exceptions to or deviations from the requirements of this RFP. If you wish to present alternative approaches to meet the Village's work requirements, these should be thoroughly explained.

Insurance Marketing Services

1. List the major insurance companies your firm has a strong relationship with related to Employee Group Medical Insurance Coverage.
2. Describe your access to the licensed, excess or surplus lines markets.
3. Describe the insurance marketing expertise of your servicing office and the firm with respect to municipalities or other comparable entities.

4. Submit information regarding the firm's access to specialized technical expertise to assist in identifying and analyzing problems in various areas. It is not essential that such expertise be "in-house"; the important point is for the firm to be able to demonstrate that it knows how to or can obtain such technical assistance when it is required.

Service to the Account

1. Provide a monthly Report for the Village, which would include among other things, the complete accounting of fees or commissions earned on the account, a cumulative project year premium and loss record, observations on relevant changes in the insurance market, and insurance policy summaries.
2. Describe your ability to participate in quarterly meetings with Village staff.
3. Describe the range of the claims management services provided by the servicing office and your firm.
4. Explain your approach to providing or maintaining the Village's loss information.

SECTION III – COMPENSATION

1. Describe the method(s) by which your firm would prefer to be compensated (i.e., fees, commissions, or a combination of both). Also indicate your firm's willingness to work on a flat fee basis.
2. Quote an annual total fixed flat fee for completing all requirements outlined in the scope of work. For all fees, quote the initial one-year term and for each of the potential two (2) option years that may follow.
3. State your preference for how payments should be made (e.g., monthly, quarterly, semiannually).
4. Please provide fees for any additional services your firm provides that may be of interest to the Village.

SECTION IV – SCOPE OF WORK

1. Serve as designated insurance broker of record for Benefit Programs.
2. Negotiate and place employee Benefit plan options as directed by the Village.
3. Analyze insurance proposals and present the results of such analysis to the appropriate parties.
4. Negotiate all health insurance renewals, including meeting directly with insurance company underwriters and place insurance as directed.
5. Analyze claim experience/financial development for all insurance coverage.
6. Prepare monthly reports, in any reasonable quarterly format requested in advance by Village staff for each line of coverage, analyzing financial developments, network utilization, insurer cost structures, etc., and make recommendations regarding changes, modifications and/or Benefit changes.
7. In accordance with parameters and criteria established by the Village, make recommendations regarding various Benefit and insurance plans, insurance carriers, health maintenance organizations, administrators and Benefit service providers.
8. Provide open enrollment support, including, but not limited to, developing timeline, assisting with the development of open enrollment materials and the determination of attendees, and coordinating and participating in open enrollment meetings as reasonably requested.

9. Review evidences of coverage (EOC) for accuracy, make recommendations regarding changes, modifications and/or benefit enhancements, and negotiate changes with carriers.
10. Assist with Village/Village Employee claims, billing issues, and general questions as requested.
11. Act as a liaison for the Village and employees with insurance companies.
12. Assist with the implementation/transitioning of carriers/administrators.
13. Alert the Village of legislative mandates and assist with compliance, including, but not limited to the CMS Annual Disclosure and the Affordable Care Act requirements, as to avoid any type of violations with said mandates or requirements.
14. When appropriate, provide concise, timely and effective reports as needed, with the ability of electronic transfer of reports to the Board, as needed.
15. Perform analytical reviews of third-party administration, prescription drug and utilization review firms providing health care services to the Village's existing or future health care plan.
16. Inform the Village of major national or regional health care trends.
17. Knowledge of Governmental Accounting Standards Board (GASB) regulations as they relate to the Village's health insurance plan.
18. Notify carriers of employee additions, deletions or changes as received by Village.
19. Provide hands on assistance to the Village regarding the Affordable Care Act and its requirements.
20. Assist with arrangement of an annual Wellness Fair.

SECTION V – PROPOSAL EVALUATION AND CONTRACT AWARD

All proposals received in accordance with these instructions will be evaluated to determine if they are complete and meet the requirements specified in this RFP. An award will be made to the Respondent whose offer is judged to be the most advantageous to the Village. The Village expressly reserves the right to reject all proposals and make no award under this RFP. The Village so stipulates that an award of contract as a result of this process shall constitute an immediate commencement of the provision of services. The Village reserves the right to reject any or all proposals, to waive any irregularities or informalities in the offers received and to change the evaluation process described above if circumstances dictate this or it is otherwise in the best interest of the Village to do so.

Evaluation Procedures

All proposals received in accordance with these instructions will be reviewed and evaluated by the Village in accordance with the criteria described below. If needed, additional information may be requested from one or more Respondents. Interviews and contract negotiations may be conducted with one or more of the Respondents.

CRITERIA	POSSIBLE POINTS
Qualifications, experience, and ability to carry out the Proposal	30
Staffing/Project organization	10
Work plan/technical approach	10
Fees/Costs	10
Adherence to RFP guidelines	10
Miscellaneous	5



VILLAGE OF BURR RIDGE
 7660 County Line Road
 Burr Ridge, IL 60527
 (630) 654-8181

APPLICATION FOR RAFFLE LICENSE

1. Name of Organization: Gower Schools PTO
Attn: Deana Miron
2. Address: 7941 Madison Street
Burr Ridge, IL 60527
3. Mailing Address if Different From Above: [REDACTED]
Burr Ridge IL 60527
4. Type of Organization (please attach documentary evidence):

<input type="checkbox"/> Religious	<input type="checkbox"/> Charitable	<input type="checkbox"/> Business	<input type="checkbox"/> Labor
<input type="checkbox"/> Fraternal	<input checked="" type="checkbox"/> Educational	<input type="checkbox"/> Veterans	
5. Length of Time Organization Has Been in Existence: 11 years
6. Place and Date of Incorporation: Willowbrook, IL 4/21/2008
7. Number of Members in Good Standing: over 300
8. President/Chairperson: Deana Miron
[REDACTED], Burr Ridge [REDACTED]
 Address Telephone
9. Raffle Manager: Deana Miron
same
 Address Telephone
10. Designated Organization Member(s) Who Will Be Responsible for Conduct and Operation of Raffles (attach additional sheet if necessary):
Deana Miron
 Name
same
 Address Telephone
2/11/19 - 3/08/19
11. Date(s) For Raffle Ticket Sales: 2/11/19 - 3/08/19

12. Location of Raffle Ticket Sales (license will be limited to sales in the specified areas within the Village of Burr Ridge):

Gower Middle School, Gower West School

13. Date(s) and Time for Determining Raffle Winners: 3/8/19 5:30-8:00pm

14. Location for Determining Raffle Winners (if location is a rented premises, the organization from which the premises is rented must also be licensed pursuant to the Burr Ridge Municipal Code and State Law (230 ILCS 15/4(a)(4):

Gower Middle School

Location

7941 Madison St. Burr Ridge 630-323-8275

Address:

Telephone

15. Total Retail Value of ALL Prizes Awarded in Raffle: \$ 1,200.00

16. Maximum Retail Value of EACH Prize Awarded in Raffle: \$ 50.00

17. Maximum Price Charged for Each Chance Sold: \$ 1.00

18. ATTESTATION:

"The undersigned attests, under penalty of perjury, that the above-named organization is a not-for-profit organization under the laws of the State of Illinois and has been continuously in existence for a period of 5 years preceding the date of this application, and that during the entire 5 year period preceding the date of this application it has maintained a bona fide membership actively engaged in carrying out its objectives. The undersigned further states, under penalty of perjury, that all statements in the foregoing application are true and correct, and that the officers, operators and workers of the raffle are all bona fide members of the sponsoring organization, are of good moral character, have not been convicted of a felony, and are otherwise eligible to receive a license pursuant to the Burr Ridge Municipal Code and the laws of the State of Illinois. If a license is granted hereunder, the undersigned will be responsible for the conduct of the games in accordance with the provisions of the laws of the State of Illinois, including the Raffles Act (230 ILCS 15/0.01 et seq.) and this jurisdiction governing the conduct of such games."

Gower School PTO

Name of Organization

~~Deanna Minam~~ Brooke Roche Brooke Roche

Presiding Officer

Nicole Styczynski

Secretary



Gower School District 62
7700 Clarendon Hills Rd., Willowbrook, IL 60527
(P) 630-986-5383 (F) 630-323-2055
www.gower62.com



February 7, 2019

To Whom It May Concern,

The Gower PTO is hosting their annual Fun Fair at Gower Middle School on Friday, March 8th, 2019. This annual event is a district approved event and is well attended by our families.

If you need further information, please contact me at 630-986-5383.

Thank you,

A handwritten signature in black ink that reads 'Tracy Murphy'. The signature is fluid and cursive, with the first name 'Tracy' and last name 'Murphy' clearly distinguishable.

Tracy Murphy
Principal



February 6, 2019

Village of Burr Ridge
Attn: Village Clerk
7660 County Line Road
Burr Ridge, IL 60527

Re: Application for Raffle License

Dear Ms. Thomas,

Enclosed please find an Application for Raffle License from Gower School PTO for the upcoming Family Fun Fair to be held 5:30pm to 8:30pm on Friday, March 8, 2019.

Members of Gower School PTO have requested, by unanimous vote, a waiver of the fidelity bond required for said raffle license.

Also enclosed is a letter from Gower Middle School, which will be hosting the event.

Thank you for your attention to this matter. Please feel free to contact me with any questions you may have.

Sincerely,

A handwritten signature in blue ink that reads "Deana Miron".

Deana Miron
Gower School PTO Vice President
Chairperson of Family Fun Fair

[Redacted contact information]



VILLAGE OF BURR RIDGE
QUESTIONNAIRE for VOLUNTEERS
for VILLAGE BOARDS & COMMISSIONS

8J

DATE: 1-19-2019

NAME: Paul Stettin Sr

ADDRESS: [REDACTED]
Burr Ridge

DAYTIME PHONE: [REDACTED] Evening: SAME

CELL PHONE: [REDACTED] EMAIL ADDRESS: [REDACTED]

1st Choice Commission/Committee you are applying for: Economic Development
(Also, if interested in more than one, please mark list below)

NUMBER OF YEARS AS A BURR RIDGE RESIDENT: 30

EDUCATION

UNDER-
GRADUATE GRADUATE

COLLEGE or OTHER: Lewis University

1970

MAJOR: Business, English, B.S.

DEGREE OR CERTIFICATIONS: Wharton School, Univ of Penn, Exec Mgt Cert

PROFESSIONAL

Please list the last 2 positions held, starting with the most recent, and briefly describe your responsibilities/experience.

COMPANY: SinglePoint Sourcing, Harrisburg, PA

NUMBER OF YEARS EMPLOYED: 6

TITLE: President

RESPONSIBILITIES/EXPERIENCE: All personnel, strategies, and operations

COMPANY: FiServ Direct Source, Brookfield, WI

NUMBER OF YEARS EMPLOYED: 6

TITLE: Senior Vice President, Sales and Marketing

RESPONSIBILITIES/EXPERIENCE: Sales and Marketing strategies and operations for \$130mm out sourcing firm

PARTICIPATION IN OTHER BURR RIDGE AREA ORGANIZATIONS (Please list and describe)

ORGANIZATION: _____

#OF YEARS: _____

DESCRIPTION: _____

ORGANIZATION: _____

#OF YEARS: _____

DESCRIPTION: _____

PLEASE RANK 3-5 OF THE FOLLOWING IN THE ORDER OF YOUR INTEREST:

X-2	Board of Fire & Police Commissioners
X-1	Economic Development Committee
	Pathway Commission
	Plan Commission/Zoning Board of Appeals
	Police Pension Board
X-3	I & M Canal Nat'l Heritage Corridor Rep
	Stormwater Management Committee
	Other _____

OPTIONAL

Include resume or letter of interest with completed questionnaire.



VILLAGE OF BURR RIDGE
QUESTIONNAIRE for VOLUNTEERS
for VILLAGE BOARDS & COMMISSIONS

DATE: 2-11-19

NAME: Victor Hernandez

ADDRESS:

DAYTIME PHONE:

EVENING PHONE: same as daytime

CELL PHONE:

EMAIL ADDRESS:

1st Choice Commission/Committee you are
applying for: Burr Ridge Economic Development
Committee

(Also, if interested in more than one, please
mark list below)

NUMBER OF YEARS AS A BURR RIDGE
RESIDENT: Zero

UNDER-
EDUCATION

COLLEGE or GRADUATE GRADUATE
College OTHER: North Central
_____ X _____

MAJOR: Economics & Finance, Minor in
Mathematics

Masters of Business
Administration _____ X _____

DEGREE OR CERTIFICATIONS: Bachelor of
Science _____ X _____

PROFESSIONAL

Please list the last 2 positions held, starting with
the most recent, and briefly describe your
responsibilities/experience.

COMPANY: Hart Solutions LLC

NUMBER OF YEARS EMPLOYED: 4 months

Title: Vice President

- **RESPONSIBILITIES/EXPERIENCE:**
- Registered lobbyist with the State of Illinois
- Track legislation impacting client interests
- Communicate with local, county, state and federal lawmakers and key decision makers in government.
- Conduct briefing calls and strategy meetings with clients.

- Build coalitions to pass or defeat legislative initiatives affect clients.
- Promote business development opportunities whether in the public or private sectors.

COMPANY: Interstate Construction Corp

NUMBER OF YEARS EMPLOYED: 1 year & 7 months

TITLE: Chairman & CEO

• **RESPONSIBILITIES/EXPERIENCE:**

- Grew revenue to over \$30 million.
- Project size range between \$4 million to \$10 million.
- Responsible for overseeing the overall operations with offices in Illinois and California.
- Business development, owners representation/client relations, government relations and commercial developments.
- Specialized in hotels, restaurants and retail.

PARTICIPATION IN OTHER BURR RIDGE AREA ORGANIZATIONS (Please list and describe)

ORGANIZATION:

#OF YEARS:

DESCRIPTION:

ORGANIZATION:

#OF YEARS:

DESCRIPTION:

OPTIONAL

Include resume or letter of interest with completed questionnaire.

Attached is my resume

PLEASE RANK 3-5 OF THE FOLLOWING IN THE ORDER OF YOUR INTEREST:

	Board of Fire & Police Commissioners
3,4,6	Economic Development Committee
	Pathway Commission
	Plan Commission/Zoning Board of Appeals
	Police Pension Board
	I & M Canal Nat'l Heritage Corridor Rep
	Stormwater Management Committee
	Environmental Quality Commission
	Other _____

Victor Hernandez



EDUCATION:

Bachelor of Science June 2011
North Central College, Naperville, IL
Major: Economics and Finance
Minor: Mathematics

Master's of Business Administration June 2013
North Central College, Naperville, IL
Concentration: Finance

EXPERIENCE:

Hart Solutions LLC

Vice President

October 2018 - Present

- Co-Founder
- Registered lobbyist with the State of Illinois
- Track legislation impacting client interests
- Communicate with local, county, state and federal lawmakers and key decision makers in government.
- Conduct briefing calls and strategy meetings with clients.
- Build coalitions to pass or defeat legislative initiatives affect clients.
- Promote business development opportunities whether in the public or private sectors.

Interstate Construction Corp

Chairman & CEO

April 2017 – September 2018

- Co-Founder
- Grew revenue to over \$30 million.
- Project size range between \$4 million to \$10 million.
- Responsible for overseeing the overall operations with offices in Illinois and California.
- Business development, owners representation/client relations, government relations and commercial developments.
- Specialized in hotels, restaurants and retail.

Train, Rail, Air, Infrastructure, Networking Ltd (T.R.A.I.N.)

Executive Director

November 2015 – June 2017

- 501c6 Not-For-Profit, Co-Founder
- Premier industry trade association promoting growth and cultivating prime contractors-
- Grew membership to 75-member organization-
- Cultivated relationships between business leaders and government agencies throughout the Midwest.
- Hosted Transportation Symposiums, Utility Forums, Rail Symposiums, and networking events ranging from 50 to 400 individuals.

Cook County Commissioner Stanley Moore - 4th District, Chicago, Illinois

Chief of Staff

March 2014 – March 2017

- Formulated legislative proposals, conducted research, and advised the Commissioner on Cook County Initiatives.
- Prepared speeches, correspondence, talking points, press releases, support letters, and memorandums-
- Organized and facilitated meetings with key stakeholders and collaborated with them to ensure advancement of the Commissioner's policy initiatives.
- Established and maintained relationships and partnerships with all Cook County governmental Departments.

U.S. Congressman Dan Lipinski, U.S. House of Representatives – Illinois 3rd District,

Director of Special Events

December 2012 - February 2014

- Acted as a community liaison between the U.S. House of Representatives and constituents.
- Assisted with implementing TIGER Grants funds in the Chicagoland region.
- Communicated with local, state and federal officials on a daily basis.

Re-Elect Dan Lipinski for Congress, U.S. House of Representatives – Illinois 3rd District

Campaign Manager

October 2011- November 2012

- Communicated with local, state officials and democratic committeeman on a daily basis-
- Organized fundraisers with campaign donors-
- Facilitated door to door campaigning, phone banking, and created political mailers.

Alderman Michael R. Zalewski - 23rd Ward, City of Chicago, Illinois

Aldermanic Aide

June 2010 – November 2012

- Performed various administrative functions to support program activities-
- Attended City Council and community meetings.

Honors and Awards:

2018 Illinois State Crime Commission Businessman of the Year Recipient

References Upon Request



**VILLAGE OF BURR RIDGE
QUESTIONNAIRE for VOLUNTEERS
for VILLAGE BOARDS & COMMISSIONS**

DATE: 2-20-19NAME: DEBRA HAMILTONADDRESS: [REDACTED]DAYTIME PHONE: [REDACTED] EVENING PHONE: [REDACTED]CELL PHONE: [REDACTED] EMAIL ADDRESS: [REDACTED]

1st Choice Commission/Committee you are applying for: EDC
(Also, if interested in more than one, please mark list below)

NUMBER OF YEARS AS A BURR RIDGE RESIDENT: _____

EDUCATIONCOLLEGE or OTHER: CODMAJOR: MARKETING

DEGREE OR CERTIFICATIONS: _____

UNDER-GRADUATEGRADUATE**PROFESSIONAL**

Please list the last 2 positions held, starting with the most recent, and briefly describe your responsibilities/experience.

COMPANY: ROCK VALLEY PUBLISHINGNUMBER OF YEARS EMPLOYED: 21TITLE: AD DIRECTORRESPONSIBILITIES/EXPERIENCE: CHARGE OF SALES REPS + GROWTH BUSINESS IN HUNTERT & BURR RIDGE

COMPANY: _____

NUMBER OF YEARS EMPLOYED: _____

TITLE: _____

RESPONSIBILITIES/EXPERIENCE: _____

PARTICIPATION IN OTHER BURR RIDGE AREA ORGANIZATIONS (Please list and describe)

ORGANIZATION: CHAMBER#OF YEARS: 20DESCRIPTION: DIRECTORFOR 11 YEARS

ORGANIZATION: _____

#OF YEARS: _____

DESCRIPTION: _____

PLEASE RANK 3-5 OF THE FOLLOWING IN THE ORDER OF YOUR INTEREST:

	Board of Fire & Police Commissioners
X	Economic Development Committee
	Pathway Commission
	Plan Commission/Zoning Board of Appeals
	Police Pension Board
	I & M Canal Nat'l Heritage Corridor Rep
	Stormwater Management Committee
	Environmental Quality Commission
	Other _____

OPTIONAL

Include resume or letter of interest with completed questionnaire.



VILLAGE OF BURR RIDGE
QUESTIONNAIRE for VOLUNTEERS
for VILLAGE BOARDS & COMMISSIONS

DATE: 2/1/2019

NAME: Samer ODEH (SAM)

ADDRESS: [REDACTED]

DAYTIME PHONE: [REDACTED]

EVENING PHONE: Same

CELL PHONE: [REDACTED]

EMAIL ADDRESS: [REDACTED]

1st Choice Commission/Committee you are applying for: Economic Development
(Also, if interested in more than one, please mark list below)

NUMBER OF YEARS AS A BURR RIDGE RESIDENT: 15

EDUCATION

COLLEGE or OTHER: N/A

MAJOR: _____

DEGREE OR CERTIFICATIONS: _____

UNDER-

GRADUATE

GRADUATE

PROFESSIONAL

Please list the last 2 positions held, starting with the most recent, and briefly describe your responsibilities/experience.

COMPANY: PBD-USA Exxomobil Operators

NUMBER OF YEARS EMPLOYED: 29

TITLE: CEO

RESPONSIBILITIES/EXPERIENCE: Vision, Leadership visional
Business Development

COMPANY: POWER Energy Corporation

NUMBER OF YEARS EMPLOYED: 17

TITLE: CEO

RESPONSIBILITIES/EXPERIENCE: Developing gov't Renewable
Fuels

PARTICIPATION IN OTHER BURR RIDGE AREA ORGANIZATIONS (Please list and describe)

ORGANIZATION: _____

#OF YEARS: _____

DESCRIPTION: _____

ORGANIZATION: _____

#OF YEARS: _____

DESCRIPTION: _____

OPTIONAL

Include resume or letter of interest with completed questionnaire.

PLEASE RANK 3-5 OF THE FOLLOWING IN THE ORDER OF YOUR INTEREST:

<input checked="" type="checkbox"/>	Board of Fire & Police Commissioners
<input checked="" type="checkbox"/>	Economic Development Committee
<input type="checkbox"/>	Pathway Commission
<input type="checkbox"/>	Plan Commission/Zoning Board of Appeals
<input type="checkbox"/>	Police Pension Board
<input type="checkbox"/>	I & M Canal Nat'l Heritage Corridor Rep
<input type="checkbox"/>	Stormwater Management Committee
<input type="checkbox"/>	Environmental Quality Commission
<input type="checkbox"/>	Other _____



VILLAGE OF BURR RIDGE
QUESTIONNAIRE for VOLUNTEERS
for VILLAGE BOARDS & COMMISSIONS

DATE: 2/11/2019

NAME: ANITA MITAL

ADDRESS: [REDACTED]

DAYTIME PHONE: [REDACTED] EVENING PHONE: [REDACTED]

CELL PHONE: [REDACTED] EMAIL ADDRESS: [REDACTED]

1st Choice Commission/Committee you are applying for: _____
(Also, if interested in more than one, please mark list below)

NUMBER OF YEARS AS A BURR RIDGE RESIDENT: _____

EDUCATION

COLLEGE or OTHER: Masters M.S. University of Brock India
MAJOR: Child Development
DEGREE OR CERTIFICATIONS: MSc.

UNDER-

GRADUATE

GRADUATE

☒ BSc

☒ MSc.

PROFESSIONAL

Please list the last 2 positions held, starting with the most recent, and briefly describe your responsibilities/experience.

COMPANY: Northwestern Mutual

NUMBER OF YEARS EMPLOYED: 9

TITLE: Financial Advisor

RESPONSIBILITIES/EXPERIENCE: Preparing Financial plans for clients. Taking care of their risk management, wealth accumulation and wealth preservation needs

COMPANY: ABS FUNDING

NUMBER OF YEARS EMPLOYED: 4

TITLE: Loan Officer

RESPONSIBILITIES/EXPERIENCE: Helping clients with mortgage loans & refinancing needs

PARTICIPATION IN OTHER BURR RIDGE AREA ORGANIZATIONS (Please list and describe)

ORGANIZATION: Village of Burr Ridge

#OF YEARS: 2

DESCRIPTION: Trustee on the Village Board

ORGANIZATION: School Improvement Comm.

#OF YEARS: 2

DESCRIPTION: Gower Middle School in 2004 & 2005

PLEASE RANK 3-5 OF THE FOLLOWING IN THE ORDER OF YOUR INTEREST:

	Board of Fire & Police Commissioners
	Economic Development Committee
	Pathway Commission
	Plan Commission/Zoning Board of Appeals
	Police Pension Board
	I & M Canal Nat'l Heritage Corridor Rep
	Stormwater Management Committee
	Environmental Quality Commission
<input checked="" type="checkbox"/>	Other <u>Events Committee</u>

OPTIONAL

Include resume or letter of interest with completed questionnaire.

ANITA MITAL, CFP, CHFC, CLU, CLTC

SUMMARY

Anita's mission as a Northwestern Mutual Financial Advisor is to help align your current financial picture with your future goals. Along with a network of specialists, I provide innovative solutions using world-class insurance services and internationally recognized investment products. In this process, I develop enduring relationships with my clients by helping them achieve financial security through a long-term relationship built on expertise, trust and honesty.

EXPERIENCE

Trustee of the Village Board of Burr Ridge

May 2017 to Present

Work as an elected representative for the residents of Burr Ridge

Northwestern Mutual

December 2009 to Present

Financial Advisor with Northwestern Mutual

Specialize in working with Physicians at different stages in their career to protect themselves and their practices, as well as prepare for the future.

Assist clients in taking care of their risk management, wealth accumulation, wealth preservation and distribution needs.

ABS Funding

Mortgage Consultant

Oct. 2005 to Dec. 2009

Assisted clients with their mortgage needs for purchases and refinances.

Gower School District 62, Burr Ridge, IL

Teacher

Aug. 1999 to May 2005

Taught grades K through 8th grade

EDUCATION

Masters of Science: MS University Baroda, India

July 1985 to June 1987

Bachelors of Science: G.B.P.U.A.&T, Pantnagar, India

July 1981 to June 1985

CERTIFICATION

CFP, CHFC, CLU, CLTC

Jan 2011 to Dec 2015

VILLAGE OF BURR RIDGE

8K

ACCOUNTS PAYABLE APPROVAL REPORT

BOARD DATE: 02/25/19

PAYMENT DATE: 02/26/19

FISCAL18-19

FUND	FUND NAME	Pre-Paid	PAYABLE	TOTAL AMOUNT
10	General Fund	100.00	74,021.10	74,121.10
23	Hotel/Motel Tax Fund		702.17	702.17
33	Equipment Replacement		199,273.31	199,273.31
51	Water Fund		235,812.01	235,812.01
52	Sewer Fund		834.81	834.81
61	Information Technology		3,736.28	3,736.28
	TOTAL ALL FUNDS		<u>\$ 514,379.68</u>	<u>\$ 514,479.68</u>

PAYROLL

PAY PERIOD ENDING February 9, 2019

	TOTAL
	PAYROLL
Boards & Commissions	\$ 1,900.00
Administration	17,188.00
Finance	7,421.35
Police	102,975.44
Public Works	27,415.13
Water	26,638.06
Sewer	7,431.67
TOTAL	190,969.65
GRAND TOTAL	<u>\$ 705,449.33</u>

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INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF BURR RIDGE
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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 10 General Fund					
Dept 0000 Assets, Liabilities, Fund Bal					
10-0000-10-1005	85-2310 Kit, MFAK, Burr Ridge PD	North American Rescue, LLC	02/07/19	352787	2,477.40
10-0000-10-1005	60-0080 Litter, Quik-Responder	North American Rescue, LLC	02/07/19	352787	279.60
10-0000-10-1005	ZZ-0038 Blanket, Emergency Survi	North American Rescue, LLC	02/07/19	352787	29.70
10-0000-10-1005	Freight Charge	North American Rescue, LLC	02/07/19	352787	24.14
Total For Dept 0000 Assets, Liabilities, Fund Ba.					2,810.84
Dept 1010 Boards & Commissions					
10-1010-50-5010	Legal Services-General -Dec18	Klein, Thorpe & Jenkins, I	01/31/19	013119	3,392.21
10-1010-50-5010	Legal Services-Sterigenics -Dec1	Klein, Thorpe & Jenkins, I	01/31/19	013119	803.82
10-1010-50-5010	Legal Services Electoral Board D	Klein, Thorpe & Jenkins, I	01/31/19	013119	1,930.50
10-1010-50-5015	Prosecution Services Feb 19	Christine Charkewycz	02/02/19	44	780.00
10-1010-50-5030	Phone - Boards & Commissions Feb	Call One	02/15/19	021519	76.65
10-1010-60-6010	Boardroom Nameplate-Janine Farre	Gray Project Management LI	02/12/19	3529	65.00
10-1010-60-6010	Boardroom Nameplate-Joe Petrich	Gray Project Management LI	02/12/19	3529	65.00
10-1010-60-6010	Shipping	Gray Project Management LI	02/12/19	3529	25.00
10-1010-80-8010	English Garden Digenan, R Jan19	Vince's Flowers & Landscap	02/02/19	9406-F	135.95
10-1010-80-8030	Cable TV Board Meetings Jan19	Garron, Fernando	02/05/19	020519	1,150.00
Total For Dept 1010 Boards & Commissions					8,424.13
Dept 2010 Administration					
10-2010-40-4040	APA IL Chapter Membership	American Planning Associat	01/28/19	060976-1916	644.00
10-2010-50-5030	Phone - Admin Feb19	Call One	02/15/19	021519	1,264.79
10-2010-50-5075	Building Plan Review Permit#19-0	B & F Construction Code Se	02/04/19	50793	3,023.70
10-2010-50-5075	Services for the Month of Jan19	Don Morris Architects P.C.	01/31/19	013119	5,085.00
Total For Dept 2010 Administration					10,017.49
Dept 4010 Finance					
10-4010-50-5020	Year End/W2 Training Jan19	Sikich LLP	02/12/19	372726	2,000.00
10-4010-50-5030	Phone- Finance Feb19	Call One	02/15/19	021519	383.27
Total For Dept 4010 Finance					2,383.27
Dept 4020 Central Services					
10-4020-60-6010	Kitchen/Coffee Supplies VH-Feb19	Commercial Coffee Service,	02/06/19	151950	117.46
10-4020-60-6010	Copier Paper	Impact Networking, LLC	02/05/19	1342604	245.00
Total For Dept 4020 Central Services					362.46
Dept 5010 Police					
10-5010-40-4032	FY 18-19 Uniform Allowance-Vulpo	JG Uniforms, Inc.	02/06/19	49687	422.10
10-5010-40-4032	FY 18-19 Uniform Allowance Barne	JG Uniforms, Inc.	02/06/19	49690	136.00
10-5010-40-4032	#5033 -061 Edwards Ladies Tailor	JG Uniforms, Inc.	02/06/19	49703	186.00
10-5010-40-4032	#5033-061 Edwards Oxford No Iron	JG Uniforms, Inc.	02/06/19	49703	69.75
10-5010-50-5020	County Notary Fee: Barnes, M Feb	Cook County Clerk David O	02/06/19	020619	10.00
10-5010-50-5030	Phone - PD Feb19	Call One	02/15/19	021519	2,107.99
10-5010-50-5030	Phone Outside Emergency Feb19	Call One	02/15/19	021519	47.40
10-5010-50-5050	Preventative Maintenance Check -	Chicago Communications LLC	02/05/19	308752	612.00
10-5010-50-5050	Monthly Maintenance Radio Equipm	J&L Electronic Service, Ir	03/01/19	1002051	37.90
10-5010-50-5051	Squad 1707 Mount & Balance Feb19	B & E Auto Repair Service	02/12/19	134301	83.71
10-5010-50-5051	Squad 1711 Oil Change Feb19	B & E Auto Repair Service	02/11/19	134297	28.02
10-5010-50-5095	96 Gallon Toter Jan19	Accurate Document Destruct	01/31/19	15646659	189.52
10-5010-50-5095	Boarding and treatment for Dog J	Countryside Veterinary Cer	01/09/19	32289	1,368.00
10-5010-50-5095	(2) Local Use Rate Feb19	Motorola Solutions, Inc.	01/02/19	40391123118	68.00
10-5010-60-6010	749-013-794WB Hornady Hot Tub	Brownells Inc.	02/05/19	17022492	399.99
10-5010-60-6010	749-013-796WB One Shot Sonic Cle	Brownells Inc.	02/05/19	17022492	63.99

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 10 General Fund					
Dept 5010 Police					
Total For Dept 5010 Police					5,830.37
Dept 6010 Public Works					
10-6010-40-4032	Uniform rental/cleaning-Feb19	Breens Inc.	02/12/19	380498	88.54
10-6010-40-4032	Uniform rental/cleaning-Feb19	Breens Inc.	02/05/19	380343	74.60
10-6010-50-5030	Phone - PW Fax Feb19	Call One	02/15/19	021519	47.40
10-6010-50-5030	Phone - PW Phone Line Feb19	Call One	02/15/19	021519	166.86
10-6010-50-5030	Phone - PW Rustic Acres Feb19	Call One	02/15/19	021519	47.40
10-6010-50-5030	Phone - PW Feb19	Call One	02/15/19	021519	638.78
10-6010-50-5051	Unit 33 Rear Brakes & Suspension	B & R Repair & Co.	01/25/19	WI069337	3,049.34
10-6010-50-5051	#35 Plow Truck Service Call out	Bristol Transport & Towing	01/23/19	207807	307.00
10-6010-50-5055	Maintenance-Signals Madison St	R COMED	02/06/19	02/16/19	42.49
10-6010-50-5055	Burr Ridge Pkwy& Bridewell Signa	Meade Electric Company, Ir	01/31/19	686211	175.00
10-6010-50-5055	Traffic Signal Maintenance Jan19	Meade Electric Company, Ir	01/28/19	686196	143.60
10-6010-50-5065	Village Street Lights - Feb19	Dynegy Energy Services, LI	02/05/19	196015419011	2,901.45
10-6010-50-5085	Shop towel rental-Feb19	Breens Inc.	02/12/19	380498	4.50
10-6010-50-5085	Shop towel rental-Feb19	Breens Inc.	02/05/19	380343	4.50
10-6010-60-6000	Office Supplies - PW - Feb19	Runco Office Supply	02/08/19	736806-0	91.52
10-6010-60-6020	Fleet Motor Oil and Fuel Condi	RelaDyne, LLC	01/30/19	1186758	706.31
10-6010-60-6040	20' Extension Ladder Jan19	Home Depot / Home Services	01/09/19	4022324	224.00
10-6010-60-6041	MTE Plow, Floresent Hvy Duty Feb	Monroe Truck Equipment, Ir	02/04/19	324248	82.02
10-6010-60-6041	Thermostat/Water Gasket Jan19	Westown Auto Supply Co. Ir	01/30/19	81121	16.94
10-6010-60-6041	Halogen Strobe Light Feb19	Westown Auto Supply Co. Ir	02/04/19	81160	97.40
10-6010-60-6041	#30 Parts Oil Filler Jan19	Willowbrook Ford	01/29/19	5137093	16.20
10-6010-60-6042	Repl. Signs & Posts (Insurance R	Traffic Control & Protecti	01/28/19	100027	252.00
10-6010-60-6060	Bulk Rock Salt purchase Feb19	Detroit Salt Company, LLC	02/01/19	80242	12,393.21
10-6010-60-6060	Bulk Rock Salt purchase Jan19	Detroit Salt Company, LLC	01/25/19	79684	18,187.59
Total For Dept 6010 Public Works					39,758.65
Dept 6020 Buildings & Grounds					
10-6020-50-5052	Qtrly alarm monitoring - PD 2nd	Alarm Detection Systems, I	02/10/19	156405-1030	289.29
10-6020-50-5058	Mat rental/PD-Feb19	Breens Inc.	02/12/19	380493	36.00
10-6020-50-5058	Mat rentals/PW & VH-Feb19	Breens Inc.	02/12/19	380493	30.00
10-6020-50-5058	Mat rental/PD-Feb19	Breens Inc.	02/05/19	380338	36.00
10-6020-50-5058	Mat rentals/PW & VH-Feb19	Breens Inc.	02/05/19	380338	30.00
10-6020-50-5058	Janitorial Services - PD-Feb19	Eco-Clean Maintenance, Inc	01/31/19	7588	840.24
10-6020-50-5058	Janitorial Services - VH-Feb19	Eco-Clean Maintenance, Inc	01/31/19	7588	661.83
10-6020-50-5058	Janitorial Services - PW-Feb19	Eco-Clean Maintenance, Inc	01/31/19	7588	394.19
10-6020-50-5058	Janitorial Services Holding Cell	Service Master	02/01/19	196073	275.00
10-6020-50-5080	Utilities Lakewood Aerator Feb19	COMED	02/06/19	02/06/2019	21.53
10-6020-50-5080	Utilities Windsor Aerator Feb19	COMED	02/06/19	02-06-19	21.53
10-6020-50-5080	Utilities-PW Sewer 12/18/18-01/1	Flagg Creek Water Reclamat	01/28/19	011719	26.15
10-6020-50-5080	Utilities-PW Feb19	NICOR Gas	02/08/19	020819	1,279.98
10-6020-60-6010	First Aid Supplies PD Feb19	AUCA Western First Aid & S	02/08/19	ORD5-000484	67.15
10-6020-60-6010	Ballasts for ceiling lighting Bo	Industrial Electric Supply	01/17/19	260193	525.00
Total For Dept 6020 Buildings & Grounds					4,533.89
Total For Fund 10 General Fund					74,121.10
Fund 23 Hotel/Motel Tax Fund					
Dept 7030 Special Revenue Hotel/Motel					
23-7030-50-5075	Gateway Projects Attraction Sign	Treasurer, State of Illinc	02/14/19	021419	100.00
23-7030-50-5075	Gateway Projects Median Lighting	COMED	02/06/19	020619	143.07

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Fund 23 Hotel/Motel Tax Fund					
Dept 7030 Special Revenue Hotel/Motel					
23-7030-50-5075	Gateway Projects-Gateway Sign Fe	COMED	02/05/19	020519	22.06
23-7030-50-5075	Gateway Projects-Entryway Sign F	COMED	02/07/19	2/07/19	47.04
23-7030-80-8055	Hotel Tourism Promo Feb19	Rock Valley Publishing, LI	02/02/19	16698	390.00
Total For Dept 7030 Special Revenue Hotel/Motel					702.17
Total For Fund 23 Hotel/Motel Tax Fund					702.17
Fund 33 Equipment Replacement Fund					
Dept 8030 Equipment Replacement					
33-8030-70-7020	Unit 39;Peterbilt Cab&Chas, Monr	JX Truck Center - Bolingbr	02/12/19	611421	199,273.31
Total For Dept 8030 Equipment Replacement					199,273.31
Total For Fund 33 Equipment Replacement Fund					199,273.31
Fund 51 Water Fund					
Dept 6030 Water Operations					
51-6030-40-4032	Shipping & Handling	Air One Equipment, Inc.	01/30/19	140267	50.15
51-6030-40-4032	31" steel Toe Hip Boots, size 10	Air One Equipment, Inc.	01/30/19	140267	179.95
51-6030-40-4032	31" steel Toe Hip Boots, size 11	Air One Equipment, Inc.	01/30/19	140267	179.95
51-6030-40-4032	Uniform rental/cleaning-Feb19	Breens Inc.	02/12/19	380498	97.18
51-6030-40-4032	Uniform rental/cleaning-Feb19	Breens Inc.	02/05/19	380343	81.88
51-6030-50-5030	Phone - Water Feb19	Call One	02/15/19	021519	574.91
51-6030-50-5080	Utilities - Well #5 Feb19	COMED	02/06/19	2/06/19	240.15
51-6030-50-5080	Utilities- Well#1 Feb19	COMED	02/07/19	02/07/19	301.31
51-6030-50-5080	Utilities-2M Tank Feb19	COMED	02/06/19	2-6-2019	132.13
51-6030-60-6070	Water Purchases Jan19	Village of Bedford Park	02/07/19	013119	233,974.40
Total For Dept 6030 Water Operations					235,812.01
Total For Fund 51 Water Fund					235,812.01
Fund 52 Sewer Fund					
Dept 6040 Sewer Operations					
52-6040-40-4032	31" steel Toe Hip Boots, size 14	Air One Equipment, Inc.	01/30/19	140267	179.95
52-6040-40-4032	Uniform rental/cleaning-Feb19	Breens Inc.	02/12/19	380498	30.23
52-6040-40-4032	Uniform rental/cleaning-Feb19	Breens Inc.	02/05/19	380343	25.47
52-6040-50-5030	Phone - Sewer Feb19	Call One	02/15/19	021519	63.88
52-6040-50-5080	Utilities Highland Field Lift St	COMED	02/07/19	02-07-19	45.94
52-6040-50-5080	Utilities Arrowhead Lift Station	COMED	02/07/19	2/7/19	268.24
52-6040-50-5080	Utilities Chasemoor Lift Station	COMED	02/06/19	2-06-19	221.10
Total For Dept 6040 Sewer Operations					834.81
Total For Fund 52 Sewer Fund					834.81
Fund 61 Information Technology Fund					
Dept 4040 Information Technology					
61-4040-50-5020	IT Support Feb19	Orbis Solutions	02/14/19	5568641	1,500.00
61-4040-50-5020	IT Support Feb19	Orbis Solutions	02/07/19	5568632	400.00
61-4040-50-5020	IT Support Feb19	Orbis Solutions	02/15/19	5568657	1,100.00
61-4040-60-6010	B3P22A Matte Black cartridge	Warehouse Direct, Inc.	02/04/19	4183262-0	79.35
61-4040-60-6010	B3P19A Cyan cartridge	Warehouse Direct, Inc.	02/04/19	4183262-0	68.99
61-4040-60-6010	B3P20A Magenta cartridge	Warehouse Direct, Inc.	02/04/19	4183262-0	68.99
61-4040-60-6010	B3P21A Yellow cartridge	Warehouse Direct, Inc.	02/04/19	4183262-0	68.99
61-4040-60-6010	B3P24A Gray cartridge	Warehouse Direct, Inc.	02/04/19	4183262-0	68.99

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Fund 61 Information Technology Fund

Dept 4040 Information Technology

61-4040-60-6010 CF410XC - HP410XC, HighYield, bla Warehouse Direct, Inc.

02/05/19 4183525-0

380.97

Total For Dept 4040 Information Technology

3,736.28

Total For Fund 61 Information Technology Fund

3,736.28

02/21/2019 09:46 AM		INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF BURR RIDGE			Page: 5/5
User: asullivan		POST DATES 02/14/2019 - 02/25/2019			
DB: BURR RIDGE		BOTH JOURNALIZED AND UNJOURNALIZED			
		BOTH OPEN AND PAID			
GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
<hr/>					
Fund Totals:					
Fund 10 General Fund					74,121.10
Fund 23 Hotel/Motel Tax Fund					702.17
Fund 33 Equipment Replacement Fu					199,273.31
Fund 51 Water Fund					235,812.01
Fund 52 Sewer Fund					834.81
Fund 61 Information Technology F					3,736.28
Total For All Funds:					<hr/> 514,479.68