



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

**AGENDA**

**Monday, June 22, 2020  
7:00 P.M.**

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The June 22, 2020 meeting of the Mayor and Board of Trustees will be broadcast live on Cable Channels 6 and 99 beginning at 7 PM. Public comments for this meeting may be provided in advance of the meeting via email or during the meeting by telephone.

Public comments will be taken ***in advance*** of the meeting via email at [BRMeetings@burr-ridge.gov](mailto:BRMeetings@burr-ridge.gov). E-mailed public comments should identify whether the comment is intended to address a specific agenda item (please identify the agenda item) or is intended for general public comment under Section 9 of this Agenda. Email comments for an agenda item will be read into the record during consideration of said item. Other email comments will be read into the record under Section 9 of this Agenda.

Public comments may also be made ***during*** the meeting by calling **(630) 850-7222**. Prior to voting on each agenda item, the Mayor will pause to receive telephone call comments. The same procedure will be followed for any person seeking to address the Board on any other item of concern under Section 9 Public Comments. Each speaker addressing the Board of Trustees is asked to limit comments to five minutes.

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- 1. CALL TO ORDER & PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. PRESENTATIONS AND PUBLIC HEARINGS**
- 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, discussed by the Board, opened for public comment, and voted upon during this meeting.

**5. MINUTES**

- A. \* Approval of Regular Board Meeting of June 8, 2020
- B. \* Receive and File Special Stormwater Meeting of June 9, 2020
- C. \* Receive and File Economic Development Meeting of June 16, 2020

## 6. ORDINANCES

- A. \* Approval of an Ordinance Amending Chapter 8 (Storm Water Run-Off) of the Burr Ridge Municipal Code (Adopt Cook County Watershed Management Ordinance by Reference) as Amended on May 7, 2020

## 7. RESOLUTIONS

- A. Consideration of Resolution of Appreciation Recognizing Retirement After 24 Years of Dedicated Service to the Village of Burr Ridge – Sergeant Michael Barnes
- B. \* Adoption of a Resolution Authorizing an Extension to an Agreement Between the Village of Burr Ridge and the Office of the State Fire Marshal Regarding the Village's Elevator Inspection Safety Program

## 8. CONSIDERATIONS

- A. Consideration of Request to Reduce Liquor License Fee for Class O Liquor Licenses – Peak Running with a Twist
- B. Discussion and Update Regarding Fiscal Year 2020-21 Budget
- C. Discussion and Update Regarding Village Response to COVID 19
- D. Consideration of Stormwater Management Committee Recommendation for the Elm Street Culvert Replacement and Award a Professional Services Contract for Design Engineering and Plan Preparation to Hampton, Lenzini and Renwick, Inc. of Woodridge, Illinois, in an amount not to Exceed \$51,320
- E. \* Approval of Recommendation to Appoint Dr. Satya Ahuja to the Pathway Commission for a term expiring on November 9, 2021
- F. \* Receive and File Retirement Letter from Sergeant Michael Barnes
- G. \* Approval of Recommendation to Hire Replacement Patrol Officer to Fill the Vacancy Created by the Retirement of Sergeant Michael Barnes
- H. \* Receive and File Resignation Letter from Part-Time Receptionist Nancy Jezewski
- I. \* Approval of Recommendation to Award the 2020-2021 Tree Removal Contract to Desiderio Landscaping LLC, of Grant Park, Illinois, in the Amount of \$13,904
- J. \* Approval of Recommendation to Award a 10-Month Extension of the Cleaning and Janitorial Services Contract to Eco Clean Maintenance, Inc. of Elmhurst, Illinois, in the Amount of \$23,670
- K. \* Approval of Recommendation to Ratify Purchase of Face Masks in the Amount of \$ 9,500
- L. \* Approval of Request from Aging Care Connections for Annual Donation to Provide Support and Services to Burr Ridge Cook County Residents

- M.**     \* Approval of Vendor List Dated June 22, 2020, in the Amount of \$482,277.25 for all Funds, plus \$208,431.97 for Payroll for the Period Ending June 13, 2020, for a Grand Total of \$690,709.22, Which Includes Special Expenditures of \$57,500 to Partytime HDO Operations for Tent Rentals for Restaurants

**9.     PUBLIC COMMENTS**

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

**11.    ADJOURNMENT**



**TO:** Mayor and Board of Trustees  
**FROM:** Village Administrator Doug Pollock and Staff  
**SUBJECT:** Regular Meeting of June 22, 2020  
**DATE:** June 18, 2020

## 6. ORDINANCES

### A. Cook County Watershed Management

The Village has adopted the stormwater management regulations of Cook and DuPage Counties by their respective ordinances in accordance with the Illinois Municipal Code, 65 ILCS 5/1 et seq. The Village incorporates these by reference in Chapter 8 of our Burr Ridge Municipal Code. Regulations in Cook County are administered by the Metropolitan Water Reclamation District of Greater Chicago; however, the Village of Burr Ridge is one of only 11 agencies in Cook County authorized to administer these regulations in-house.

To maintain this status as an authorized municipality, the Village must adopt the amended Watershed Management Ordinance (WMO), which became effective on May 7, 2020. As seen in the attached notice from MWRD, the ordinance amendments include a regional stormwater detention pilot program in the Lower Des Plaines River tributary area, as well as updating to the most recent rainfall data in Illinois State Water Survey Bulletin 75 for design purposes.

The amended Cook County Watershed Management Ordinance is available in its entirety at:

<https://mwrdd.org/watershed-management-ordinance-general-information>

**It is our recommendation:** That the Board adopt by reference the amendment to the Cook County Watershed Management Ordinance.

## 7. RESOLUTIONS

### A. Recognize Retirement of Sergeant Michael Barnes

Please find enclosed a Resolution of Appreciation for Sergeant Michael Barnes who, after 24 years of service, has retired effective June 18, 2020. Sergeant Barnes has worked for the Village since June 10, 1996. His career with the Burr Ridge Police Department has included the positions of Patrol Officer, Corporal, Sergeant, and Sergeant Detective. The attached resolution provides a brief summary of Mike's many contributions to the Village of Burr Ridge and policing community.

**It is our recommendation:** That the Resolution be adopted.

**B. Agreement with State Fire Marshal Regarding Elevator Inspections**

The Village has traditionally contracted with the Office of the State Fire Marshal (OSFM) to operate a local Elevators Safety Program. Under this program, the Village inspects all commercial elevators for safety every 6 months. The contract with the OSFM lasts for four years, while the Village's contract expires this year. Due to COVID-19, the OSFM is allowing the Village to sign a one-year Extension Amendment to the current Agreement. This Extension Amendment continues the current Agreement with no changes. If the Village does not sign the Extension Amendment, it will have to reapply to the OSFM for a standard four-year Agreement.

**It is our recommendation:** That the extension agreement be approved.

**8. CONSIDERATIONS**

**A. Reduce Liquor License Fee – Peak Running**

Please find attached an email from the owner of Peak Running with a Twist, located at 555 Village Center Drive, requesting consideration to reduce their liquor license fee. Peak Running is primarily a running shoe store that provides craft beer and wine for customers (approved via special use Ordinance A-834-06-17). The written request states that sales of beer and wine are approximately \$2,400 per year (\$200 per month) while their liquor license fee is \$1,000 per year.

Also attached is a list of all liquor license holders in the Village and the fees charged for each. Please note that by law the amount of the liquor license fee must be based on costs incurred by the Village to issue and enforce the license. Said fee cannot be based on a percentage of sales as that would be considered a tax, which is not authorized by non-home rule municipalities.

The cost for issuing and enforcing the liquor license for Peak Running is nominal. The Principal Office Assistant spends no more than a couple of hours each year to process the annual license. Unlike a restaurant with a bar and late night hours, required enforcement activity by the Police Department is rare and to date, has never been necessary,

**It is our recommendation:** That the Board direct staff to prepare an Ordinance amending the Municipal Code to reduce the fee for a Class O Liquor License to \$100. Staff further recommends that a similar reduction be recommended for Class S licenses (BYOB license for the Henn House).

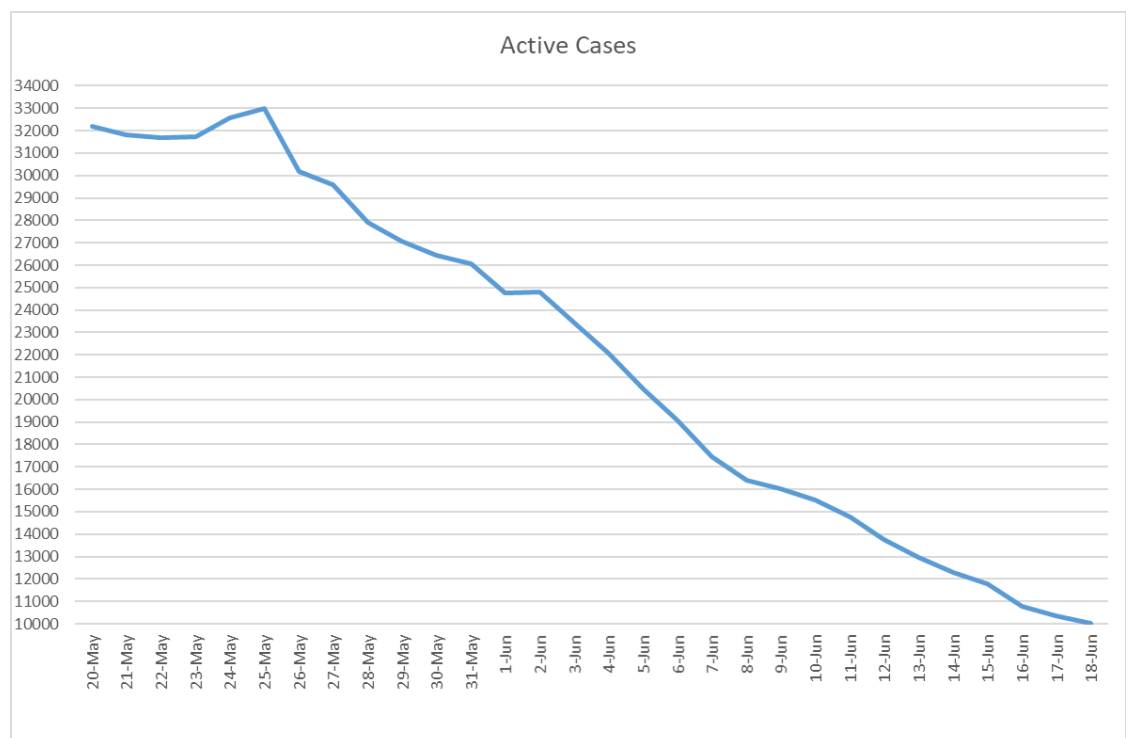
## **B. Update Regarding 2020-21 Budget**

Attached is a report from the Finance Department summarizing the current budget status for results available for the Fiscal Year ending April 30, 2020, as well as results for the month of May 2020, the first month of the new Fiscal Year 2020-21. As shown in the report, Fiscal Year 2019-20 came in close to what was forecasted during the budget process for both revenues and expenditures in all major funds. We await the last key revenue sources, Sales and Use Tax and Telecommunications Tax, which will be received in July in order to finalize the Fiscal Year end 2019-20 along with our annual audit conducted in early July. All signs point to a balanced, year-end budget for fiscal year 2019-20.

For Fiscal Year 2020-21, although we have limited data available for some General Fund revenues, total revenues and expenditures across all funds appear to be in line with forecasts for the month of May. Finance Department staff will be present to review the budget update and answer any questions.

## **C. COVID 19 Update**

The number of active cases (positive cases in the last 14 days) both statewide and in the Northeast Region continues to decline without interruption. The number of active cases has decreased from 33,010 on May 25 to just 10,019 on June 18-a 70% decrease. A 30-day chart is available below. Daily statewide testing continues to exceed 20,000 tests, while the positivity rate continues to remain very low. The statewide positivity rate is around 4% while the rate for the Northeast Region was around 7%.



On May 26, the Board approved funding for a tent rental program in a not-to-exceed amount of \$115,000 to facilitate outdoor dining during Phase 3 of Restore Illinois; this funding will cover costs related for a five-week tent rental program lasting from May 29 through July 6 (39 total days). The Village will remain under budget by approximately \$300 based on current tent placements. As this is the last Board meeting before July 6, a decision is required as to the status of the tents beyond July 6. There are two basic options before the Board:

1. Discontinue all funding for the program after July 6, leaving individual users to negotiate extensions directly with the tent company. There is **no cost** for this option beyond the initial \$115,000 commitment.
2. Fund a percentage (1-100%) of weekly rental extensions beyond July 6 on an as desired basis. Cost of tent and furniture rentals per week are as follows:
  - a. 100% - \$9,044
  - b. 75% - \$6,775
  - c. 50% - \$4,539
  - d. 25% - \$2,304

Please note that not all tent sites are furnished with rented equipment; Falco's and Eddie Merlot's have Village tents but use restaurant-owned furnishing. At no site does the full cost of rented furniture exceed \$450 per week.

To date, staff has received interest from most restaurants in keeping tents up beyond the current July 6 program sunset; Patti's, Capri, Falco's, and Eddie Merlot's have each stated that they would like to explore keeping their tents up through Labor Day. Over half of all restaurants have stated that a 50% cost sharing agreement would allow them to remain cost competitive while retaining the option for outdoor dining after entering Phase 4 on June 26. Staff has learned that while all patrons are comfortable with outdoor dining, a significant percentage of patrons would be uncomfortable with indoor dining for some time. The CDC's current guidance on restaurant dining states that outdoor dining is safer than indoor dining in terms of potential COVID-19 exposure, but does not quantify to what extent.

The following are the weekly rental expenditures at each site (tent and furniture combined):

1. Capri	-	\$2,040
2. Food Court	-	\$1,991
3. Eddie Merlot	-	\$1,567
4. Patti's	-	\$836
5. Stix	-	\$631
6. Falco's	-	\$483
7. Kirsten's	-	\$102
8. Henn House	-	\$0 (included at no cost by the tent vendor)
<b>TOTAL</b>	<b>-</b>	<b>\$9,044</b>

If the Board opted to fund a specific percentage of the weekly costs of each site, the Village would continue to pay the full weekly costs of each site which remains in use and be reimbursed by each user on a monthly basis, matching the billing cycle that the Village has established with its tent vendor.

To fund the program at 50% subsidy through the following Board meetings, the following costs beyond \$115,000 would be incurred by the Village:

July 13	-	<b>\$4,539</b>
July 27	-	<b>\$13,617</b>
August 10	-	<b>\$22,695</b>
August 24	-	<b>\$31,773</b>

In terms of sales data, restaurants have reported maintaining strong sales performances through Wednesday, June 17. Of the nine restaurants using tent sites, only Dao has reported sales being less than 40% of normal June weekly revenue. Several restaurants, including Falco's (at 90% of normal sales), Patti's (65%), Capri (60%), and Eddie Merlot's (60%), have found that despite having significant reductions compared to their indoor capacity, their per table sales data continues to outpace previous May/June time periods. While weather has played a role in sales performances, most restaurants acknowledge that the lack of alternative activities (no concerts, professional sports, few vacations, etc.) is a central factor in strong dining performance across the area even beyond Burr Ridge. CycleBar continues to add new members every week during their use of the Food Court site.

**It is our recommendation:** That the Board determine the level of funding it is willing to provide for the continued tent rentals and direct staff to work with the businesses to implement said level of funding.

**D. Design Engineering and Planning of Elm Street Culvert**

At its regular meeting of May 26, 2020, the Mayor and Board of Trustees tabled discussion regarding a replacement of the Elm Street culvert at the 63<sup>rd</sup> Street Ditch. At the request of the Trustees in order for residents to express their opinions on this matter, a special meeting of the Stormwater Management Committee was scheduled and conducted on June 9, 2020. This meeting was held in the Village Hall Board Room, but also available via internet and telephone, consistent with the Governor's Executive Order #2020-07.

The Stormwater Management Committee recommends replacing the existing corrugated metal pipe with a box culvert that would be 10 feet wide and 5 feet high. The majority of residents speaking and commenting at the meeting favored this option as well. This option was selected for the additional reduction of roadway flooding frequency at a marginal increase in project costs compared to the engineer's recommendation. This preferred option is projected to cost \$320,000, which cost would be refined during the detailed design phase and budgeted for construction in FY21-22.



The firm of Hampton, Lenzini and Renwick, Inc. of Woodridge, Illinois, can continue with the design of the culvert pipe preferred option. Besides the initial phase for the Elm Street analysis, this firm has successfully completed similar design projects in Schaumburg, Woodridge, Westmont, and DuPage County and has extensive local experience with floodplain management and permitting procedures. The firm also assisted Burr Ridge and the Village of Hinsdale with a study of the culvert pipe located in the Katherine Legge Memorial Park.

The proposal for design engineering and plan preparation from Hampton, Lenzini and Renwick, Inc., is \$51,320, which is \$680 under budget for this item in the Stormwater Management Fund.

**It is our recommendation:** That the Village Board approve the Stormwater Management Committee recommendation for the Elm Street culvert replacement and award a professional services contract for engineering and plan preparation to Hampton, Lenzini and Renwick, Inc. of Woodridge, Illinois, in an amount of \$51,320.00.

**E. Appoint Dr. Satya Ahuja to the Pathway Commission**

Mayor Grasso is recommending the appointment of Dr. Satya Ahuja to the Pathway Commission for a term expiring on November 9, 2021. This appointment is to fill a vacancy on the Pathway Commission that has existed for several years.

**It is our recommendation:** That the appointment be approved.

**F. Retirement Letter of Sergeant Michael Barnes**

Enclosed please find a letter from Sergeant Michael Barnes stating his intent to retire from the Burr Ridge Police Department effective June 18, 2020.

**It is our recommendation:** That Sergeant Michael Barnes' retirement letter be received and filed.

**G. Hire Replacement Officer to Fill Vacancy of Sergeant Michael Barnes**

Chief John Madden is recommending the patrol officer vacancy created by the retirement of Sergeant Michael Barnes be filled. With Village Board approval, the Board of Fire and Police Commissioners will start background investigations and interviews on candidates on the current patrol officer eligibility list. If possible, a candidate would be hired and ready to attend the Police Academy September 2020.

**It is our recommendation:** That the Board approve filling the vacancy created by the retirement of Sergeant Michael Barnes.

**H. Resignation of Part-Time Receptionist Nancy Jezewski**

Enclosed please find a letter from part-time Receptionist Nancy Jezewski tendering her resignation from the Village of Burr Ridge effective June 11, 2020.

**It is our recommendation:** That Nancy Jezewski's letter of resignation be received and filed.

**I. 2020-21 Tree Removal Contract**

Our Village Arborist in the Department of Public Works has identified 37 large parkway trees to be removed this summer: four (4) ash, nine (9) maple, and the remaining 24 are miscellaneous other species. Of the ash trees to be removed, one tree (25%) had been treated by the Village program that uses the imidacloprid soil drench treatment.

Since the peak period of emerald ash borer (EAB) infestation in 2014, the Village has removed 1,535 parkway ash trees, while a total of 545 parkway ash trees will remain. The ash tree removal for this season is a remarkable improvement from 85 in 2019, 110 in 2018, and 450 trees in 2016 following the peak infestation. The EAB managed decline program approved by the Village Board in 2013 is apparently tempering the devastation of this invasive beetle, meeting the goal of maintaining a minimum ash tree population, and improving tree species diversity in our urban forest.

Desiderio Landscaping LLC, of Grant Park, Illinois, has agreed again to extend the tree removal contract for 2020-2021 and with only a slight increase from 2019-2020 contract unit prices, but which adjusted prices are still 1.6% under the next lowest bid received in 2015. This contractor has been awarded our contract since competitive bids were obtained in 2015, and has performed satisfactorily every year, while also being responsive to emergencies and courteous to residents. Desiderio Landscaping has also performed satisfactorily in the Village's consolidated landscaping maintenance contract since 2016.

The total contract cost would not exceed \$13,904. The FY20-21 General Fund Budget provides \$35,000 for parkway tree removals; therefore, the proposed contract amount would be \$21,096 less than budgeted, in large part due to the slowing mortality rate of ash trees.

**It is our recommendation:** That the Village Board award the 2020-2021 Parkway Tree Removal Contract to Desiderio Landscaping LLC, of Grant Park, Illinois, in the amount of \$13,904.

**J. Extend Custodial Service Contract**

The cleaning and janitorial services contract for our three Village facilities expires on June 30, 2020, which provides routine cleaning in the Village Hall, Police Station, and Public Works buildings. The initial term of this contract was awarded by the Village Board for the 2017 calendar year to the lowest responsible bidder, Eco Clean Maintenance, Inc., of Elmhurst, Illinois. Subsequent renewal terms were awarded by the Board for the 2018 and 2019 calendar years, and a 6-month extension in 2020.

It was anticipated in November that the Department of Public Works would solicit bids in spring 2020 for a new contract with updated standards and enhancements to recycling. However, stay-at-home orders and other Department obligations during the COVID-19 pandemic prevented contractor pre-qualification and pre-bid meetings. Therefore, the Department of Public Works recommends extending the current contract through the remainder of this fiscal year, for a period of 10 months, to align a new contract term with next fiscal year's budget preparation.

In the attached letter, Eco Clean Maintenance, Inc., has agreed to a contract extension through April 30, 2021, at the existing contract rates. Therefore, the 10-month renewal contract amount would not exceed \$23,670, which matches the revised fiscal year budget allocated toward these services.

**It is our recommendation:** That a 10-month contract extension for Cleaning and Janitorial Services be awarded to Eco Clean Maintenance, Inc., of Elmhurst, Illinois, in the amount of \$23,670, for the term expiring April 30, 2021.

**K. Ratify Purchase of Face Masks**

In late May, staff polled the Board via email to authorize the purchase of 10,000 facemasks for internal use as well as to supply resident mask giveaway events. The majority of the Board provided consent for this purchase via email; this agenda item represents ratification of the informal Board approval. This expenditure is larger than previous mask purchases and exceeds the Village Administrator's spending authority, thus requiring Board approval.

**It is our recommendation:** That the Board ratify the expenditure.

**L. Aging Care Connections Annual Donation**

Attached is a letter from Debra Verschelde, Executive Director of Aging Care Connections, requesting our annual contribution toward services and support they provide to Burr Ridge residents in Cook County. The donation of \$1,764 is budgeted for in the 2020-21 Public/Employee Relations fund.

**It is our recommendation:** That the request from Aging Care Connections for our annual contribution be approved.

**M. Vendor List of June 22, 2020**

Attached is the vendor list dated June 22, 2020 in the amount of \$482,277.25 for all funds, plus \$208,431.97 for payroll for the period ending June 13, 2020, for a grand total of \$690,709.22, which includes special expenditures of \$57,500 to Partytime HDO Operations for tent rentals for restaurants.

**It is our recommendation:** That the June 22, 2020, vendor list be approved.

**9. PUBLIC COMMENTS**

**REGULAR MEETING**  
**MAYOR AND BOARD OF TRUSTEES**  
**VILLAGE OF BURR RIDGE**

**June 8, 2020**

**CALL TO ORDER** The Regular Meeting of the Mayor and Board of Trustees of June 8, 2020, was held in the Meeting Room of the Village Hall, 7660 County Line Road, Burr Ridge, Illinois and called to order at 7:00 p.m. by Mayor Gary Grasso. Due to the Coronavirus pandemic this meeting was held consistent with the Governor's Executive Order #2020-07.

**PLEDGE OF ALLEGIANCE** Pledge of Allegiance was led by Simran Goel from Gower Middle School.

**ROLL CALL** was taken by the Deputy Village Clerk and the results denoted the following present telephonically: Trustees Franzese, Schiappa, Paveza, Snyder, Mital and Mottl. Mayor Grasso was present in the Board Room. In addition, present in the Board Room was Village Administrator Doug Pollock, Chief John Madden, Assistant Village Administrator/Deputy Village Clerk Evan Walter and Deputy Chief Marc Loftus. Village Attorney Mike Durkin and Public Works Director David Preissig was also present telephonically.

**PRESENTATIONS AND PUBLIC HEARINGS** There were none.

Mayor Grasso asked if anyone wanted anything removed from the Consent Agenda. None did.

**CONSENT AGENDA – OMNIBUS VOTE** After reading the Consent Agenda by Mayor Gary Grasso, 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. Any item removed from the Consent Agenda, will be discussed by the Board, opened for public comment, and voted upon during this meeting.

Mayor Grasso asked if there was any public comments on any items on the Consent Agenda. There was none.

Mayor Grasso asked if there was any comments from the Trustees. There was none.

On Roll Call, Vote Was:

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

NAYS : 1 – Trustee Mottl

ABSENT: 0 – None

There being five affirmative votes the motion carried.

Mayor Grasso added that he wanted noted that one item on the Consent Agenda was the Village Hall Security Upgrades.

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**APPROVAL OF REGULAR BOARD MEETING MINUTES OF MAY 26, 2020** were approved for publication, under the Consent Agenda by Omnibus Vote.

**RECEIVE AND FILE PLAN COMMISSION MEETING OF JUNE 1, 2020** were noted as received and filed under the Consent Agenda by Omnibus Vote.

**APPROVAL OF AN ORDINANCE AUTHORIZING THE SALE BY ONLINE AUCTION OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF BURR RIDGE (PUBLIC WORKS VEHICLES)** the Board, under the Consent Agenda by Omnibus Vote, Approved the Ordinance.

**THIS IS ORDINANCE NO. 1194**

**ADOPTION OF A RESOLUTION APPROVING A SUBAWARD AGREEMENT BETWEEN THE VILLAGE OF BURR RIDGE AND THE COUNTY OF COOK FOR BURR RIDGE VILLAGE HALL SECURITY UPGRADES (GRANT CONTRACT #769-2019-10663-20236054a)** the Board, under the Consent Agenda by Omnibus Vote, Adopted the Resolution.  
**THIS IS RESOLUTION NO. R-17-20**

**ADOPTION OF A RESOLUTION APPROVING A SUBAWARD AGREEMENT BETWEEN THE VILLAGE OF BURR RIDGE AND THE COUNTY OF COOK FOR WATER DISTRIBUTION SECURITY UPGRADES (GRANT CONTRACT #769-2019-10663-20236054b)** the Board, under the Consent Agenda by Omnibus Vote, Adopted the Resolution.  
**THIS IS RESOLUTION NO. R-18-20**

**ADOPTION OF A RESOLUTION APPROVING A SUBAWARD AGREEMENT BETWEEN THE VILLAGE OF BURR RIDGE AND THE COUNTY OF COOK FOR WATER TRANSMISSION MAIN INTER-CONNECTION (GRANT CONTRACT #769-2019-10663-20236054c)** the Board, under the Consent Agenda by Omnibus Vote, Adopted the Resolution.  
**THIS IS RESOLUTION NO. R-19-20**

**APPROVAL OF RECOMMENDATION TO AUTHORIZE PAYMENT OF ANNUAL FEE FOR THE VIGILANT LEARN DATABASE IN THE AMOUNT OF \$5,000** the Board, under the Consent Agenda by Omnibus Vote, Approved the Recommendation.

**APPROVAL OF REQUEST FROM DUPAGE SENIOR CITIZENS COUNCIL FOR ANNUAL DONATION TO PROVIDE SUPPORT AND SERVICES TO BURR RIDGE DUPAGE COUNTY RESIDENTS** the Board, under the Consent Agenda by Omnibus Vote, Approved the Request.

**APPROVAL OF VENDOR LIST DATED JUNE 8, 2020, IN THE AMOUNT OF \$189,424.20 FOR ALL FUNDS, PLUS \$210,758.88 FOR PAYROLL FOR THE PERIOD ENDING MAY 30, 2020, FOR A GRAND TOTAL OF \$400,183.08 WHICH INCLUDES SPECIAL**

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**EXPENDITURES OF \$22,700 TO CLARK ENVIRONMENTAL FOR MOSQUITO ABATEMENT FOR MAY AND JUNE 2020** the Board, under the Consent Agenda by Omnibus Vote, Approved the Vendor List for the Period ending June 8, 2020 plus Payroll for the Period Ending May 30, 2020.

Mayor Grasso asked for a motion to combine items 6A & 6B.

Motion was made by Trustee Franzese and Seconded by Trustee Snyder to combine items 6A & 6B.

Motion was approved by unanimous voice vote.

**CONSIDERATION OF AN ORDINANCE GRANTING AN AMENDMENT TO PUD ORDINANCE #A-452-03-94 TO PERMIT AN ADDITION TO AN EXISTING BUILDING TO ACCOMMODATE A BIRTHING CENTER (Z-07-2020: 7000 COUNTY LINE ROAD – WEIGARD)**

**CONSIDERATION OF AN ORDINANCE GRANTING A VARIATION AS PER THE VILLAGE OF BURR RIDGE SIGN ORDINANCE FOR APPROVAL OF CHANGED SIGN COPY FOR THREE GROUND SIGNS AT 7000-7020 COUNTY LINE ROAD (S-02-2020: 7000 COUNTY LINE ROAD – WEIGARD)**

Assistant Village Administrator Evan Walter stated that both items 6A & 6B relate to the same property. In summary, 6A was for an addition to the existing building, which was formerly a bank. The addition would consist of enclosing the three drive thru lanes to provide additional indoor space for a birthing center at the property. The Plan Commission added a condition that the petitioner add a thin brick fascia at window level across the central band of the building. Otherwise, 6B is the sign variation. This property is unique in that there are three commercial buildings sharing one sign. Approvals for variations on this sign copy have occurred many times in the past. This variation would be for updating the signage for the birthing center.

Mayor Grasso asked if any of the Trustees had any comments.

Trustee Mottl asked why the items were not included on the consent agenda since the Plan Commission approved them unanimously.

Village Administrator Doug Pollock said that the normal procedure was to place the items on the consent agenda but as noted in their summaries, they usually take a two-step process at the Board level. Board would review the Plan Commission findings at the first meeting and then direct staff to prepare an ordinance for the next meeting. Approval of the ordinance would then take place at the second meeting. The petitioner is anxious to start construction and asked if we could expedite the process. In doing so, Mr. Pollock explained, they left it off the consent agenda so the board was aware that they were expediting and skipping that second meeting.

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Trustee Schiappa asked if there was an urgent need to skip a step. Dr. Ogunleye, Medical Director for the birth center, advised that they had obtained a Certificate of Need from the State of Illinois back in February. He explained there is a time limit in which they have to be operational or they have to go back and get another approval for a license. Considering they are already months behind, they are looking to expedite the process.

Trustee Schiappa also wanted to know if they owned or leased the property and who was responsible for the tenant improvements. Dr. Ogunleye stated that they are leasing the property.

Motion was made by Trustee Franzese and seconded by Trustee Snyder to Approve the Ordinances.

Mayor Grasso asked if there was any discussion by the Trustees. There was none.

Mayor Grasso asked if there were any public comments on 6A or 6B. There was none.

On Roll Call, Vote Was:

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

NAYS : 0 – None

ABSENT: 0 – None

There being six affirmative votes the motion carried.

**CONSIDERATION OF AN ORDINANCE GRANTING AN AMENDMENT TO PUD ORDINANCE #A-452-03-94 TO PERMIT AN ADDITION TO AN EXISTING BUILDING TO ACCOMMODATE A BIRTHING CENTER (Z-07-2020: 7000 COUNTY LINE ROAD – WEIGARD) THIS IS ORDINANCE A-452-01-20**

**CONSIDERATION OF AN ORDINANCE GRANTING A VARIATION AS PER THE VILLAGE OF BURR RIDGE SIGN ORDINANCE FOR APPROVAL OF CHANGED SIGN COPY FOR THREE GROUND SIGNS AT 7000-7020 COUNTY LINE ROAD (S-02-2020: 7000 COUNTY LINE ROAD – WEIGARD) THIS IS ORDINANCE A-923-01-20**

Mayor Grasso noted that Trustee Mottl voted in favor of above ordinances, even though he questioned why they were not on the Consent Agenda, which he voted against.

**DISCUSSION AND UPDATE REGARDING VILLAGE RESPONSE TO COVID 19 – INCLUDING OUTDOOR DINING AT BURR RIDGE RESTAURANTS**

Assistant Village Administrator Evan Walter advised that the outdoor dining tent sites have been operational for nine days with a strong opening weekend and following weekend. A large amount of the restaurants were reporting stronger per capita sales outdoors than indoors. Many of the restaurants were discussing investing in their own facilities including Falco's Pizza who would like to apply for



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an outdoor dining patio. Mr. Walter said he received many comments on the quality of the tents and stated they had made improvements to make them safer and improve the overall dining experience.

Mayor Grasso asked if there was any questions from the Trustees.

Trustee Mottl wanted to know which restaurants had shown the large increase in catering. Mr. Walter advised he believed it was Patti's and Falco's.

Trustee Mottl then asked since the tents had been so successful would the restaurants be willing to pay the costs themselves. This would allow the money to be used for other items like pensions and infrastructure.

Mayor Grasso stated that they are trying to use Hotel/Motel funds that cannot be used for pensions or infrastructure. He explained that he would like to see how this goes for the next week or two and then discuss the costs going forward.

Trustee Mital said that the tents were a great idea. She checked out some of the other villages and said that we far exceeded the other communities in terms of product.

Trustee Snyder thanked the Village Staff for doing an exceptional job.

Trustee Franzese said he visited the tents both weekends and heard overwhelmingly positive responses from the restaurant owners, customers, and residents. They stated that felt they were eating at a wedding banquet or other upscale location and not in a parking lot. He added the retail shops are also benefitting from the increased traffic.

Mayor Grasso asked for some feedback from the Trustees. He was wondering if it would be appropriate to encourage moving toward a Phase 4 or 3.5 plan. We would allow restaurants to open for indoor dining as long as they met all of the board of health metrics. Mayor Grasso gave some background from a CDC report that was published at the end of May citing that there wasn't much more risk to indoor dining as outdoor if certain rules were followed. This included circulation of outside air by fans throughout the restaurant, social distancing by tables and patrons, servers wearing masks and sanitation done regularly. The DuPage County Board of Health advised at a meeting he attended by phone, that they believed it wasn't unreasonable to wait 14 days between phases. If followed, this would allow restaurants to open as early as June 12 with 50% occupancy and all guidelines being met.

Trustee Snyder said he would definitely support the 50% indoor dining while following guidelines.

Trustee Schiappa would support a slow opening with a Phase 3.5.

Trustee Mital would like to see us going into it slowly by giving it another 2 weeks.

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Trustee Franzese asked the Mayor if we were on target for Phase 4 on June 26. Mayor Grasso confirmed that we were. Trustee Franzese said he supports opening earlier than later.

Trustee Paveza stated as long as the metrics stay positive he would support going to Phase 4 early.

Trustee Mottl offered no comments.

Village Attorney Mike Durkin asked Mayor Grasso if he thought the DuPage County Dept. of Public Health would deviate from the State of Illinois and allow us to open earlier. Mayor Grasso replied that he was just referring to their analysis of a 14-day interval between phases and not that they would do anything contrary from the State of Illinois.

Mayor Grasso asked if there were any public comments. There were none.

Mayor Grasso thanked everyone for their feedback and added that they will continue to explore possibilities.

### **PUBLIC COMMENTS**

Mayor Grasso asked if there were any public comments. There were none.

### **REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS**

Trustee Schiappa stated that there is a Stormwater Committee meeting dealing with the Elm Street Culvert tomorrow. Mayor Grasso thanked him for mentioning it and stated it will start at 7 pm.

Village Administrator Doug Pollock added the notice is on the website and people can call in and participate. Notices also went out to the affected property owners. Discussion will be limited to only the Elm Street Culvert and no other topics.

Mayor Grasso added that this item was continued on the last board agenda so that resident's comments could be heard. He advised that he had put the wrong location in his Mayor's message tonight and wanted to clarify that it is actually the culvert at 60<sup>th</sup> and Elm behind Elm School.

Trustee Mital gave an update on the census. Burr Ridge shows a participation rate of 74.6%. She thanked Patricia Schiappa, Janet Kowal and Richard Morton. They continue to look for different avenues to get the word out.

Mayor Grasso brought up the Drive In sponsored by the Village Center last week. It was a great success. He asked that everyone check out the Village Center website for more movies coming this summer.

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Another successful mask give away occurred last Saturday. Mayor Grasso, along with Trustee Mital, Trustee Franzese and Assistant Village Administrator Evan Walter gave away another 3000 masks. If you are a Burr Ridge resident and missed the event, you can arrange to pick up masks by calling the Village Hall.

On the subject of outdoor dining, Mayor Grasso has received many positive comments. He asked that we also remember our retail shops and support them.

Mayor Grasso wanted to comment on the Burr Ridge Police Department and police departments in general. He believes that one of the reasons Burr Ridge is a special place is because of our police department. The Burr Ridge Police Department is one of the few that are CALEA certified and very well trained. What has put other police departments in a bad light has not happened here. There is a lot of talk about defunding police departments. He believes this is absurd. Our department respects the rights of everyone including those detained and arrested.

Mayor Grasso concluded by saying we need to respect our police. They are the ones out patrolling our streets at night while we are safely home in our beds. Although terrible things have happened recently, it is not a reason to disrespect our police.

Motion was made by Trustee Schiappa and seconded by Trustee Mital that the Regular Meeting of June 8, 2020 be adjourned.

The Motion was approved by a unanimous voice vote of the Board of Trustees and the meeting was adjourned at 7:41 p.m.

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.

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Evan Walter  
Deputy Village Clerk  
Burr Ridge, Illinois

APPROVED BY the President and Board of Trustees this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**MINUTES**  
**STORMWATER MANAGEMENT COMMITTEE**  
**SPECIAL MEETING**

**Burr Ridge Village Hall Board Room**  
**7660 County Line Road, Burr Ridge**

**June 9, 2020**

**CALL TO ORDER**

The Special Meeting of the Stormwater Management Committee of June 9, 2020, was held and called to order at 7:01 p.m. by Chairman Trustee Guy Franzese. Due to the COVID-19 Coronavirus pandemic and the Governor's stay-at-home Order, this meeting was held via internet and telephone consistent with the Governor's Executive Order #2020-07.

**ROLL CALL**

ROLL CALL was taken by the Public Works Director/Village Engineer, and the results denoted the following present (6) – in the Board Room: Chairman Trustee Guy Franzese; by video Zoom Meeting: Committee Member Rabinder Malhotra; by telephone: Trustee Al Paveza and Committee Members Nancy Montelbano, Alice Krampits, and David Allen.

Chairman Franzese welcomed Committee Member Rab Malhotra to the meeting. Mr. Malhotra was appointed by Mayor Grasso on March 30, 2020. He has been a Burr Ridge resident since 1996. Mr. Malhotra held many positions at Argonne National Laboratory over the past 30 years, in the areas of strategic facility planning, engineering, construction, and maintenance and project management, and received several distinguished awards.

Also present in the Board Room: Public Works Director/Village Engineer David Preissig

Also present via video Zoom Meeting: Randy Newkirk of Hampton, Lenzini and Renwick. Inc.

**CONSIDERATION OF RECOMENDATION REGARDING ELM STREET CULVERT REPLACEMENT PRELIMINARY DESIGN STUDY**

Chairman Franzese explained that questions and comments on this agenda item would be received after the presentation, in order of the following: 1) in-person from the Board Room, 2) Zoom meeting and telephone, 3) emails to BRMeetings, and 4) Committee Members.

Mr. Preissig presented details of the Elm Street Culvert Replacement Project. The project purpose is to replace a corrugated metal pipe culvert, which age is unknown but has shown signs of deterioration. The Village has had recent experience with metal culvert pipe failures, such as that which occurred on County Line Road at Deer Path Trail in October 2017 and resulted in months of mechanical pumping before the pipe could be replaced. Therefore, the Village has budgeted for the engineering services to design a replacement pipe on Elm Street before it fails.

Mr. Preissig explained that Elm Street crosses over the 63<sup>rd</sup> Street Ditch with this metal pipe culvert and is regularly flooded one to two times each year, as demonstrated in a video and documented by the regulatory floodplain and floodway maps. A replacement pipe would not feasibly be able to eliminate street flooding, nor meet the standards of a State- or County-approved design. Any such replacement, regardless of size, also cannot violate State statutes by removing floodplain or flood storage, nor increasing the floodplain or storm water velocity elsewhere.

Mr. Preissig continued that the Village should decide the frequency that Elm Street would be expected to flood, which will determine the size of the replacement pipe. Another factor to consider for the size of the replacement pipe is how backwater buildup affects private property access upstream, while a pipe restriction concentrates flow and erodes property downstream. Environmental considerations for this project include the impact to adjacent trees, wetlands, and wildlife. Mr. Preissig noted that Elm Street cannot be raised, because this not only decreases flood storage, but also creates a higher elevation for backwater buildup and a risk to upstream properties.

The consulting engineer retained by the Village in January 2020 has prepared a report and summarized the findings, which Mr. Newkirk then showed and described. Analyses by the engineers concludes that a single-cell concrete box culvert is most appropriate for the project at this location. The study concludes that an 8' wide by 5' high box culvert would be sufficient and cost approximately \$289,000; however, additional benefits would be provided with a 10' wide box culvert and a marginal cost increase for a total of \$320,000. The study also showed that a double-box culvert that could meet the State-standard 30-year storm would have both an environmental impact and costs that exceeded its benefit.

Ms. Jackie Erskine-Miller, 6017 S. Elm Street, asked about the cost of roadway repairs each time the roadway floods, and if a larger box culvert would reduce this cost. Mr. Preissig explained that in the recent May 17, 2020, flood event the roadway shoulder was washed out and some sealant material was sheared out of the pavement cracks. The cost to repair these conditions is only a few hundred dollars, including the cost of a Public Works crew and equipment.

Ms. Yvonne Mayer, 6100 S. Elm Street, described the recent flooding event on May 17, 2020. She noted that she has explained many of her concerns in prior emails and videos for the Stormwater Committee, Mayor and Board of Trustees. She wished to add that children's safety is a concern each time flooding covers the street and sidewalk. She described how children walking to or from Elm School without a parent might encounter a submerged sidewalk with fast-moving floodwater that could be risk to their safety. Ms. Mayer stated therefore, that a larger culvert, which reduces the flood frequency, must be the preference. Ms. Mayer also expressed concern that the 100-year storm events seem to occur more frequently. Mr. Newkirk explained that the latest rainfall data released in 2019, known as "Bulletin 70" acknowledges these historic trends toward greater rainfall intensity, and that this latest rainfall data has been used in our hydraulic analysis of the Elm Street culvert replacement options. Ms. Mayer thanked the Stormwater Committee for this opportunity to speak and stated that a 10' wide box culvert should be recommended for this project.

Ms. Karen Muehlhausen, 7 Woodgate Drive, stated her appreciation for including the aquatic organisms and wetland restoration as factors to consider when replacing the culvert pipe. She requested clarification that the larger culvert will not increase flooding downstream. Mr. Newkirk

explained that the proposed culvert replacement cannot increase flood flows downstream as per the State statutes. He further clarified that the existing culvert pipe is a pinch point, but the stormwater conveyed over the road in most storm events mimics a larger culvert pipe. Therefore, the analyses of various flood scenarios and larger replacement culverts show that downstream flow will not increase; instead, the roadway would act less frequently as the overflow route.

Mr. John Paolella, 6130 S. Elm Street, stated he is currently in the process of obtaining a permit to enhance the landscaping around the creek running through his property. He favors the larger 10' wide box culvert and does not want to see existing trees removed unnecessarily. Mr. Preissig stated that construction would only affect trees at 6120 S. Elm Street and 6017 S. Elm Street and furthermore, would only remove trees that are necessary. Chairperson Franzese also noted that the Village's Engineering Division, which would review the landscaping permit, is also overseeing the culvert project; therefore could help align Mr. Paolella's project with the culvert project.

Ms. Donna Peake, 6212 S. Elm Street, stated that flooding overtops her driveway bridge frequently. She therefore favors a larger culvert size that would reduce backwater buildup. Mr. Newkirk noted that this house is 1,000 feet upstream, and the downstream Elm Street culvert does not likely influence flooding at this location.

By email, Ms. Jackie Erskine-Miller, 6017 S. Elm Street, asked if the drainage ditch and plastic pipes along the east side of Elm Street, down to Plainfield Road, could be included in this project. Mr. Newkirk explained that the proposed box culvert pipe would intersect this ditch and that her driveway culvert would be replaced as a result. Ms. Miller also asked if the maple trees on her property could be saved. Mr. Preissig explained that it is the Village's intent to remove only the trees that are necessary, and which the Village would identify for her as the design proceeds.

By email, Mr. Richard Kateley, 6230 S. Elm Street, inquired about the methodology for identifying, quantifying, and assessing the potential for upstream impacts and if the project will have implications for FEMA mapping and flood elevations. Mr. Newkirk stated that flow modeling and analysis use HEC-RAS, a river analysis software program developed by the US Army Corps of Engineers. Mr. Newkirk explained that hydraulic analyses were conducted to adequately size the replacement pipe and to demonstrate that each option for the replacement culvert would not affect the floodplain or floodway as mapped by FEMA and would not change the base flood elevations (BFE).

Trustee Paveza commented that this project is a balance between cost and benefit. He believes that the 10' wide box culvert provides the greatest benefit for the cost.

Committee Member Montelbano noted that the 100-year flood overflow depth does not change significantly regardless of the sizes for a proposed single-cell box culvert. She inquired if the project constructs an 8' wide box culvert now, and it is found to be inadequate over time, could a second box culvert of the same size be added later. Chairperson Franzese explained that the Village wants to do this project once and that adding a second culvert later would cause additional expenses while also affecting traffic for another long period. Ms. Montelbano stated that an 8' wide box culvert would be sufficient, but a 10' wide culvert would provide better results.

Stormwater Management Committee  
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Committee Member Krampits asked how long roadway flooding typically covers Elm Street before it recedes. Mr. Preissig noted that this condition varies by storm, but in the recent event of May 17, 2020, the roadway flooded around 6:00 p.m. and receded sometime overnight before 5:00 a.m. Ms. Krampits asked for the life expectancy of the different culvert types. Mr. Newkirk responded that concrete box culverts should last 50 to 80 years, while corrugated metal pipe is typically 20 to 40 years. Ms. Krampits asked that when the box culvert is installed 6" below grade as described in the report, would it fill up with silt. Mr. Newkirk responded that the stormwater flow would maintain a normal stream bottom through the culvert just as it does today. Ms. Krampits asked about the additional cost of native plantings. Mr. Preissig responded that the summary table in the report and presentation shows costs for native plants as the wetland mitigation costs, which includes native plantings on-site as well as paying into a County wetland bank for any remaining balance of wetland impact. Ms. Krampits feels the 8' wide box culvert would be sufficient for this project while also providing a slight improvement to roadway flooding.

Committee Member Allen stated his support for a 10' wide box culvert to alleviate some of the backwater backups as described in the presentation.

Committee Member Malhotra asked if the pipe could be shorter by aligning it perpendicular to the road. Mr. Newkirk responded that natural stream current and especially the flood flows would cause significant erosion on both sides if the culvert were re-aligned to be perpendicular. Mr. Malhotra suggested that the Village bid both an 8' wide and a 10' wide option, and then base its final decision on actual bid prices to maximize the benefit. Chairperson Franzese noted that preparing detailed designs for two options would add cost and time to the engineering contract.

Chairperson Franzese thanked Mr. Newkirk and Mr. Preissig for their presentation of the stormwater issues and constraints affecting the project design.

Ms. Yvonne Mayer, 6100 S. Elm Street, expressed her preference for a 10' wide box culvert to provide less overtopping, more stormwater conveyance, and a safer roadway and sidewalk.

Ms. Donna Peake, 6212 S. Elm Street, asked about the schedule for constructing the project. Chairperson Franzese noted that funds to construct the project were not budgeted because the Village Board revised its fiscal year budget at the onset of the COVID-19 Coronavirus pandemic and substantially decreased expenditures to match the anticipated decline in revenue. However, the Board put forth the funds necessary to design this culvert replacement and be ready if it is urgently needed or if an opportunity arises for additional funds or grants.

Chairperson Franzese polled the Committee Members to state their preference for the box culvert size. A majority favored a 10' wide box culvert.

A **MOTION** was made by Committee Member Malhotra and **SECONDED** by Trustee Paveza to recommend to the Village Board of Trustees that the consulting engineering firm proceed on the Elm Street Culvert Replacement Project with a detailed design for a 10-foot wide by 5-foot high concrete box culvert.

Stormwater Management Committee  
Minutes of Special Meeting of June 9, 2020

On Roll Call, Vote Was:

AYES: 5 – Trustees Franzese and Paveza, Committee Members Montelbano, Allen, and Malhotra

NAYS : 1 – Committee Member Krampits

ABSENT: 0 – None

There being five (5) affirmative votes the motion was **APPROVED**.

**ADJOURNMENT**

There being no further business, a **MOTION** was made by Trustee Paveza and **SECONDED** by Committee Member Allen to adjourn the meeting. Motion was **APPROVED** by a vote of 6-0. The meeting adjourned at 8:34 p.m.

Respectively submitted,

David Preissig, P.E.  
Director of Public Works/Village Engineer



**MINUTES**  
**ECONOMIC DEVELOPMENT COMMITTEE MEETING**  
**June 16, 2020**

**CALL TO ORDER:** Chairperson Gary Grasso called the meeting to order at 6:00 p.m. The meeting was held virtually on the Microsoft Teams platform.

**ROLL CALL:** **Present:** Mayor Gary Grasso, Trustee Tony Schiappa, Leslie Bowman, Bhagwan Sharma, Mark Stangle, Paul Stettin, Sam Odeh, Debbie Hamilton, and Kirsten Jepsen

**Absent:** Ramzi Hassan and Michael Simmons

**Also Present:** Village Administrator Doug Pollock, Assistant Village Administrator Evan Walter, Communications & Public Relations Coordinator Janet Kowal, and Management Analyst Andrez Beltran

**MINUTES:** A **MOTION** was made by Trustee Schiappa to approve the Minutes from the May 6, 2020 meeting. The **MOTION** was seconded by Mr. Sharma and approved by a vote of 9-0.

**UPDATE REGARDING OUTDOOR DINING PROGRAM**

Mayor Grasso asked for an update regarding the outdoor dining program in the Village. Mr. Walter said that the outdoor tents had been a resounding success to date, with all participating restaurants reporting stronger than normal per-table sales as well as overwhelmingly positive feedback being received from the community. Mr. Walter noted that some restaurants had expressed interest in keeping their tents up all summer, while others were interested in investing in either establishing or expanding an outdoor dining presence at their restaurant, such as Patti's and Falco's. Trustee Schiappa agreed with the sentiment of the restaurants and the community about the quality of the tent sites. Ms. Jepsen and Mr. Odeh reiterated Trustee Schiappa's remarks.

**CONTINUED DISCUSSION OF VILLAGE CENTER DEVELOPMENT**

Mayor Grasso asked for continued discussion of the Village Center and the future of the property, noting that he felt now was the time to re-engage TCF about their site and to determine what could go on said parcel. Mr. Walter said that it was his feeling that the Village needed to have a clearer understanding as to how all properties in the downtown would work together and complement each other before concrete development plans are drawn up. Mr. Walter said that the Village did not have enough information to make a determination as to what they should look to attract, lest they end up rejecting multiple concepts and the market would grow frustrated. Trustee Schiappa and Mr. Stangle agreed that entertainment concepts should be considered for Village Center and that the Village should focus on achieving success at the property since it is already developed. There was consensus that the Village Center should be oriented to drive use taxes to the Village. Mr. Walter said that he and Mr. Beltran had engaged Mr. Hassan in preliminary discussions about new strategies for Village Center and would bring back suggestions at future meetings which built upon the committee's direction.

**OTHER CONSIDERATIONS**

Economic Development Committee  
Minutes – June 16, 2020

No other considerations were brought forward.

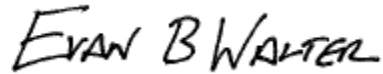
**PUBLIC COMMENT**

There were no public comments.

**ADJOURNMENT**

Trustee Schiappa made the **MOTION** to adjourn the meeting to July 1, 2020; **SECONDED** by Ms. Hamilton. **APPROVED 9-0**. The meeting was adjourned at 6:40 p.m.

Respectfully submitted:

A handwritten signature in black ink that reads "EVAN B WALTER". The letters are in all caps and have a cursive, slightly slanted style.

Evan Walter  
Assistant Village Administrator

## ORDINANCE NO.     -     -20

**ORDINANCE AMENDING CHAPTER 8 (STORM WATER RUN-OFF)  
OF THE BURR RIDGE MUNICIPAL CODE (ADOPT COOK COUNTY WATERSHED  
MANAGEMENT ORDINANCE BY REFERENCE) AS AMENDED ON MAY 7, 2020**

**BE IT ORDAINED** by the Mayor and Board of Trustees of the Village of Burr Ridge, Cook and DuPage Counties, Illinois, as follows:

**Section 1:** That Section 8.02, of Chapter 8 of the Burr Ridge Municipal Code, as amended, be and is hereby further amended to read, in its entirety, as follows:

**"Sec. 8.02     Adoption of Cook County Watershed Management Ordinance**

Except as otherwise provided for herein, the Cook County Watershed Management Ordinance, which was adopted on October 3, 2013, became effective on May 1, 2014, and was amended on July 10, 2014, February 15, 2018, May 16, 2019, and May 7, 2020, hereinafter referred to as the Cook County Watershed Management Ordinance, which is included herein as Appendix B to this Chapter 8, be and is hereby incorporated and adopted by reference as the regulations of the Village of Burr Ridge governing regulation of all development of land within those portions of the Village which are in Cook County. Such Cook County Ordinance has been on file and available for public use, inspection, and examination in the office of the Village Engineer for a period of at least 30 days prior to the adoption of the Ordinance which incorporates such regulations by reference."

**Section 2:** That Appendix B, of Chapter 8 of the Burr Ridge Municipal Code, be and is hereby amended, to read, in its entirety, as follows:

**"CHAPTER 8     STORM WATER RUN-OFF     APPENDIX B**

Village of Burr Ridge Ordinance A-676-01-14, adopted April 28, 2014 adopted the Cook County Watershed Management Ordinance by reference. The July 10, 2014 amendment to the CCWMO was adopted by the Village on July 13, 2015. (Amended by A-676-01-15) The February 15, 2018 amendment to the CCWMO was adopted by the Village on July 23, 2018. The May 16, 2019 amendment to the CCWMO was adopted by the Village on August 12, 2019. The May 7, 2020 amendment to the CCWMO was adopted by the Village on June 22, 2020.

The Cook County Watershed Management Ordinance is available at the front counter of the Public Works Office or at [mwrdd.org/watershed-management-ordinance-general-information](http://mwrdd.org/watershed-management-ordinance-general-information)."

**Section 3:** That this Ordinance shall be in full force and effect from and after its passage, approval, and publication as required by law. The Deputy Village Clerk is hereby directed and ordered to publish this Ordinance in pamphlet form.

**PASSED** this 22nd day of June, 2020, by the Corporate Authorities of the Village of Burr Ridge on a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** this 22nd day of June, 2020, by the Mayor of the Village of Burr Ridge.

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Mayor

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Deputy Village Clerk



Metropolitan Water Reclamation District *of* Greater Chicago

# Watershed Management Ordinance Update May 7, 2020

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On May 7, 2020, the Metropolitan Water Reclamation District of Greater Chicago (MWRD) amended the Watershed Management Ordinance (WMO), which regulates sewer construction within MWRD's service area and development within suburban Cook County. The WMO provides uniform stormwater management regulations to prevent future commercial, municipal, and residential development and redevelopment projects from exacerbating flooding and protects environmentally sensitive areas.

The amendment includes changes to the WMO to allow the regional stormwater detention and volume control trading program pilot study required under §208.1 to commence, and updates references to rainfall data from Bulletin 70 (2019) to Bulletin 75. The two watershed planning areas selected for the pilot study are the Lower Des Plaines and Little Calumet River, which have watershed specific release rates of 0.20 cfs/acre and 0.25 cfs/acre, respectively. These watershed planning areas were selected because of their large size and lower release rates. Starting now through January 1, 2025, projects located within these two watershed planning areas do not need to demonstrate site limitations and constraints to be able to participate in detention and volume control trading. However, certain requirements outlined in Article 5 of the WMO must be met.

For volume control, at least 50% of the volume control storage must be provided on the project

site. The remaining can be provided in an offsite retention-based practice. To utilize offsite detention, onsite detention volume for the 10-year, 24-hour storm event must be provided. Additionally, the proposed peak runoff rates cannot exceed the existing peak runoff rates and any existing detention volume cannot be reduced.

Offsite retention-based practices and/or detention facilities must comply with the following:

- Be located in the same watershed planning area as the development
- Be approved under a Watershed Management Permit
- Capture stormwater runoff from an equivalent impervious area that is not already used to satisfy WMO stormwater requirements
- Be functional before the development site is completed
- Have an executed maintenance agreement
- Be included with a recorded Schedule R and Exhibit R

Please note, for an existing detention facility to qualify as a supply site, a Watershed Management Permit is required to demonstrate a new area that was previously not detained is now tributary to the detention facility. If you have a specific stormwater trading project that you would like to discuss, please contact Lolita Thompson at [ThompsonL@mwr.org](mailto:ThompsonL@mwr.org) to set up a pre-application meeting. Changes can be viewed in a redline document linked [here](#).

## RESOLUTION NO. R- -20

**RESOLUTION OF APPRECIATION RECOGNIZING RETIREMENT  
AFTER 24 YEARS OF DEDICATED SERVICE TO THE VILLAGE OF BURR RIDGE  
SERGEANT MICHAEL BARNES**

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**WHEREAS**, Michael Barnes has provided exceptional service to the Village of Burr Ridge since June 10, 1996, and will, on June 18, 2020, retire from his position as a Police Officer with the Burr Ridge Police Department; and

**WHEREAS**, Michael Barnes has served in the ranks of Patrol Officer, Corporal, Sergeant, and Detective Sergeant with the Burr Ridge Police Department; and

**WHEREAS**, Michael Barnes, among his many accomplishments during his career at the Village of Burr Ridge, has been a Citizens Police Academy Instructor, a Field Training Officer, Evidence Technician, DARE Instructor, Patrol Watch Commander, Firearms Instructor, and Supervisor of Firearms Training; and

**WHEREAS**, Michael Barnes has taken great pride participating in the Illinois Chapter of the Concerns of Police Survivors (C.O.P.S.) Organization, especially as a member of their Cycle Across Illinois and Critical Incident Memorial Teams, and as the Concerns of Police Survivors National Police Conference Illinois liaison; and

**WHEREAS**, Michael Barnes, by virtue of his 24 years of employment with the Village of Burr Ridge, has provided professional and outstanding service to Burr Ridge residents, businesses, Mayors, Trustees, and employees, all of whom are urged to recognize Michael Barnes's exemplary service and dedication to the Village of Burr Ridge over the past 24 years.

**NOW, THEREFORE, Be It Resolved** by the Mayor and Board of Trustees of the Village of Burr Ridge, DuPage and Cook Counties, Illinois, that Michael Barnes shall hold a place of high esteem in the minds and hearts of the residents and employees of the Village and is offered our sincere gratitude, congratulations, and best wishes on the occasion of his retirement after completing 24 years of service to the Village.

**ADOPTED** this 22<sup>nd</sup> day of June, 2020, by a vote of the Board of Trustees:

**AYES :**

**NAYES**

**ABSENT:**

**APPROVED** this 22<sup>nd</sup> day of June, 2020, by the Mayor of the Village of Burr Ridge.

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Mayor

**ATTEST:**

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Deputy Village Clerk

## RESOLUTION NO. - -20

**A RESOLUTION AUTHORIZING AN EXTENSION TO AN AGREEMENT BETWEEN  
THE VILLAGE OF BURR RIDGE AND THE OFFICE OF THE STATE FIRE  
MARSHAL REGARDING THE VILLAGE'S ELEVATOR  
INSPECTION SAFETY PROGRAM**

**WHEREAS**, the Office of the State Fire Marshal ("OSFM") and the Village of Burr Ridge entered into an Illinois Elevator Safety Program Agreement ("Agreement") to permit the Village of Burr Ridge to operate an Elevator Safety Program ("Program"); and

**WHEREAS**, the Agreement is valid for a period of four (4) calendar years from the date it was accepted by OSFM; and

**WHEREAS**, the Coronavirus Disease 2019 ("COVID-19") and subsequent Declaration of Disasters have limited and continue to limit the associations and activities of people comprising local governmental units who would ordinarily gather to approve and renew such Agreements; and

**WHEREAS**, OSFM and the Village of Burr Ridge have now determined that the Agreement must be extended to effectuate the intent of the Agreement through this Extension Amendment; and

**WHEREAS**, this Extension Amendment is intended to assist the Village of Burr Ridge in continuing to operate under the Agreement without undue interruption of the Agreement; and

**WHEREAS**, the Mayor and the Board of Trustees desire to modify the Intergovernmental Agreement to extend the Agreement to continue to provide the Elevator Safety Program;

**NOW, THEREFORE, BE IT RESOLVED,**

**Section 1:** That the Village of Burr Ridge authorize execution of a revised agreement between the Village of Burr Ridge and the Office of the State Fire Marshal attached hereto as **Exhibit A.**

**Section 2:** That this Resolution shall be in full force and effect from and after its adoption and approval as required by law.

**ADOPTED** this 22<sup>nd</sup> day of June, 2020, by a roll call vote as follows:



**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** this 22<sup>nd</sup> day of June, 2020, by the Mayor of the Village of Burr Ridge.

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Mayor

ATTEST:

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Deputy Village Clerk



# EXHIBIT A

## OFFICE OF THE ILLINOIS STATE FIRE MARSHAL

JB Pritzker, Governor  
Matt Perez, State Fire Marshal

### ONE-YEAR EXTENSION AMENDMENT TO ILLINOIS ELEVATOR SAFETY PROGRAM AGREEMENT

WHEREAS, the Office of the State Fire Marshal ("OSFM") and the municipality or county ("Local Authority") entered into an Illinois Elevator Safety Program Agreement ("Agreement") to permit the Local Authority to operate an Elevator Safety Program ("Program");

WHEREAS, the Agreement specifically permits the Local Authority to operate a Program in conformity with Section 140 of the Elevator Safety Act (225 ILCS 312/140) and the Administrative Rules adopted at 41 Ill. Adm. Code 1000;

WHEREAS, the Agreement is valid for a period of four (4) calendar years from the date it was accepted by OSFM;

WHEREAS, Coronavirus Disease 2019 ("COVID-19") is a novel severe acute respiratory illness that has spread among people through respiratory transmissions, the World Health Organization declared COVID-19 a Public Health Emergency of International Concern on January 30, 2020, and the United States Secretary of Health and Human Services declared that COVID-19 presents a public health emergency on January 27, 2020;

WHEREAS, Illinois Governor JB Pritzker filed a Gubernatorial Declaration of Disaster on March 9, 2020 with the Illinois Secretary of State, and has issued subsequent associated proclamations, requirements and guidelines, including a statewide "shelter in place" order;

WHEREAS, OSFM and the Local Authority recognize that such directives and guidelines have limited and continue to limit the associations and activities of people comprising local governmental units who would ordinarily gather to approve and renew such Agreements;

WHEREAS, OSFM and the Local Authority have now determined that the Agreement must be extended to effectuate the intent of the Agreement through this Extension Amendment;

WHEREAS, this Extension Amendment is intended to assist the Local Authority in continuing to operate under the Agreement without undue interruption of the Agreement; and

NOW THEREFORE, the parties mutually agree as follows:

1. This Amendment is made to the underlying Illinois Elevator Safety Program Agreement currently in place, as of the date of execution of this Amendment, between the OSFM and the Local Authority.
2. The Agreement's validity is extended for the period of one (1) calendar year from the expiration date thereof.



# *OFFICE OF THE ILLINOIS STATE FIRE MARSHAL*

JB Pritzker, Governor  
Matt Perez, State Fire Marshal

3. The underlying Agreement, as amended, shall remain in full and complete effect except as specifically amended by this Amendment. Insofar as any provisions in the Agreement, as amended, are inconsistent with this Amendment, this Amendment shall control.
  4. Prior to the expiration of the one-year extension Amendment period, the Local Authority may still reapply for approval of its program for a period of four (4) calendar years by following the required steps set out in the underlying Agreement.
  5. This Amendment may be executed in one or more counterparts, each of which shall be considered to be one and the same, binding on all parties hereto, notwithstanding that not all the parties are signatories to the same counterpart.
  6. This represents the full and complete understanding of OSFM and the Local Authority regarding this Amendment.
-



# OFFICE OF THE ILLINOIS STATE FIRE MARSHAL

JB Pritzker, Governor  
Matt Perez, State Fire Marshal

## FOR LOCAL AUTHORITY:

\_\_\_\_\_  
Local Authority Name

\_\_\_\_\_  
Signature of Officer

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

## FOR OSFM:

Office of the State Fire Marshal  
1035 Stevenson Drive  
Springfield, IL 62703  
(217) 785-0969

Accepted by:

\_\_\_\_\_  
Matt Perez, State Fire Marshal

Date: \_\_\_\_\_

*Amendment of 05/12/2020*

**From:** [Mike Cruickshank](#)  
**To:** [Douglas Pollock](#)  
**Cc:** [Tiffany Cruickshank](#)  
**Subject:** Fwd: PR Burr Ridge Liquor License Classification/Fee  
**Date:** Saturday, April 11, 2020 9:28:27 AM  
**Attachments:** [image004.png](#)

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Doug, please consider this email, as Peak Running With A Twist's, formal letter of request for the Village to consider an amendment to the current liquor code for Peak Running With A Twist.

To Whom it May Concern:

Peak Running With a Twist has operated within the Village Center since July 2017, we have clearly been an invaluable addition to the center. As you are aware, our operation offers a limited selection of craft beer, this concept was simply an add-on to the business, to create a unique experience. Our liquor sales have been minimal, as supported by our "eating tax" monthly returns.

Our current liquor license fee is \$1000 annually, which is very high considering our use and volume of liquor sales.

Therefore, we are officially requesting that the Board of Trustee's consider an adjustment to this liquor license fee.

Thank-you, in advance for the consideration.

Tiffany Cruickshank  
15W047 60th St  
Burr Ridge, IL 60527

thanks  
Mike

---

**From:** Cruickshank, Michael W

**Sent:** Thursday, May 16, 2019 12:50 PM  
**To:** Douglas Pollock <[DPOLLOCK@BURR-RIDGE.GOV](mailto:DPOLLOCK@BURR-RIDGE.GOV)>  
**Subject:** PR Burr Ridge Liquor License Classification/Fee

Doug, thanks for the info.

Let me get with Tiffany and figure out when we'd want to bring this up to the attention of the Board of Trustee's.



**Mike Cruickshank**  
Regional Vice President  
Group 15- Chicago Airports  
(847) 928 9466 office  
(847) 994 5281 direct  
(630) 977 9037 cell  
(866) 346 3926 fax

[michael.w.cruickshank@ehi.com](mailto:michael.w.cruickshank@ehi.com)

**Operating**



15CC Regional Office  
3800 N. Mannheim Road  
Franklin Park, IL 60131  
USA

[enterpriseholdings.com](http://enterpriseholdings.com)

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**From:** Douglas Pollock <[DPOLLOCK@BURR-RIDGE.GOV](mailto:DPOLLOCK@BURR-RIDGE.GOV)>  
**Sent:** Tuesday, April 9, 2019 4:53 PM  
**To:** Cruickshank, Michael W <[Michael.W.Cruickshank@ehi.com](mailto:Michael.W.Cruickshank@ehi.com)>  
**Subject:** RE: PR Burr Ridge Liquor License Classification/Fee

Mike,

You would have to request an amendment to the liquor code to reduce the fee for the license. That has to be presented to the Board of Trustees for their consideration. If you would like to make such a request, please submit a letter of request and I will put that on the next Board agenda (I would need something by April 15 for the April 22 Board agenda).

**Doug Pollock, AICP**

Village Administrator

Village of Burr Ridge

(630) 654-8181, Ext. 2000

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**From:** Cruickshank, Michael W [<mailto:Michael.W.Cruickshank@ehi.com>]

**Sent:** Tuesday, April 9, 2019 10:31 AM

**To:** Douglas Pollock <[DPOLLOCK@BURR-RIDGE.GOV](mailto:DPOLLOCK@BURR-RIDGE.GOV)>

**Subject:** PR Burr Ridge Liquor License Classification/Fee

Doug, how are you?

I am about to turn in the forms to renew Tiffany's liquor license at Peak Running.

A \$1000 is a lot for this license, considering it's such a minimal part of our operation, and beer and wine sales are \$200+/- a month.

How would I go about appealing this fee?

Mike



**Mike Cruickshank**

Regional Vice President  
Group 15- Chicago Airports  
(847) 928 9466 office  
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(866) 346 3926 fax

[michael.w.cruickshank@ehi.com](mailto:michael.w.cruickshank@ehi.com)

Operating



15CC Regional Office  
3800 N. Mannheim Road  
Franklin Park, IL 60131  
USA

[enterpriseholdings.com](http://enterpriseholdings.com)

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**From:** Cruickshank, Michael W  
**Sent:** Friday, May 19, 2017 11:26 AM  
**To:** Cruickshank, Michael W <[Michael.W.Cruickshank@ehi.com](mailto:Michael.W.Cruickshank@ehi.com)>  
**Subject:** PR Burr Ridge Liquor License Classification/Fee

\$1000 annually.

---

**From:** Karen Thomas [<mailto:kthomas@burr-ridge.gov>]  
**Sent:** Friday, May 19, 2017 10:36 AM  
**To:** Cruickshank, Michael W  
**Cc:** Douglas Pollock  
**Subject:** RE: Peak Running Liquor License

Mike,

P1 would not have applied. The attorney rewrote the "O" classification to better suite yours and future applications, see below.

**Class O License:** Health/Beauty/Spas, Sporting Goods Retailers or Health/Personal Grooming Product and Service Providers

A Class "O" license shall permit the sale of wine and beer solely on premises that are exclusively occupied and operated as a health/beauty spa treatment facility, business for the retail sale of sporting goods equipment, apparel or



health, personal grooming or beauty products of services.. Such license shall permit the sale only to customers of the spa facility, sporting goods, equipment, apparel, health, personal grooming, beauty products or service establishments, shall be limited to a single serving of wine or beer not to exceed 12 ounces and only for consumption of the drink incidental to the presence of the customer on such premises while the customer is being served, shopping for such equipment, apparel or products or waiting for or receiving customary spa, personal grooming or beauty services from the establishment or facility. It shall be lawful for any Class "O" Licensee to sell, dispense or pour or give away any such wine or beer only between the hours of 10:00 a.m. and 9:00 p.m. on weekdays and Saturdays and between the hours of Noon and 6:00 p.m. on Sundays. (A-222-02-17)

Please be aware that liquor can only be dispensed as stated above.

Below is a portion of Section 25.11 of the Liquor Control, Chapter 25, Municipal Code, that refers to the fee for a Class "O" license.

The fee for any **Class "I"** license granted hereunder shall be Fifty (\$50.00) Dollars per day. Each such license shall terminate as of the date indicated on the face of the license or on the 30th day of April next following its issuance, whichever is earlier. The fee for any **Class "K"** License granted shall be \$1,000.00 and the fee for any **Class "L"** License granted shall be \$1,500.00. The fee for any **Class "M"** License granted shall be \$2500.00. This fee is in addition to the fee for the required class "H" license. The fee for a **Class "N"** license shall be \$50.00 for each day specified in the license (permit). The fee for any **Class "O"** license shall be \$1,000. The fee for any **Class "P"** license granted shall be in the amount of Two Thousand Five Hundred and 00/100 Dollars (\$2,500.00). The fee for any Class "M" license originally issued hereunder or being renewed hereunder is Two Thousand Five Hundred & 00/100 (\$2,500.00). The fee for the renewal of any **Class "P"** license originally issued pursuant to the terms of this Chapter shall be in the amount of Two Thousand Five Hundred & 00/100 Dollars (\$2,500.00). The fee for a **Class "P-1"** shall be \$500 in addition to the fee for the per-requisite Class "P" license. The fee for any **Class "Q"** license shall be (\$2,000.00). The fee for any **Class "R"** license shall be One Thousand Dollars (\$1,000.00) (amended by A-222-01-15)

*Karen J. Thomas  
Village Clerk  
Village of Burr Ridge  
7660 County Line Road  
Burr Ridge, IL 60527  
Phone: 630-654-8181 ext. 2030*

---

**From:** Cruickshank, Michael W [<mailto:Michael.W.Cruickshank@ehi.com>]  
**Sent:** Thursday, May 18, 2017 11:45 AM  
**To:** Karen Thomas  
**Subject:** Peak Running Liquor License

Karen, thanks for getting the license packet together this morning for Tiffany.

She made a payment of \$1000, which probably includes an application fee as well as the annual liquor license fee?

I know I had inquired previously about whether we'd fall under P1, which is \$500. You mentioned the Village Attorney would have to make a determination, what was that outcome and what class do we fall under?

Thanks

Mike



**Mike Cruickshank**

Regional Vice President  
Group 15- Chicago Airports

(847) 928 9466 office  
(847) 994 5281 direct  
(630) 977 9037 cell  
(866) 346 3926 fax

[michael.w.cruickshank@ehi.com](mailto:michael.w.cruickshank@ehi.com)

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**Liquor Licenses as of June 1, 2020**

CLASS	TYPE	NUMBER	FEE
A	Drink only on premises: King Bruwaert	1	\$500
B	Drink only on premises: Topaz, Marriott, Crown Plaza, Five Seasons	4	\$2,000
C	Drink only on premise: Falco's	1	\$2,500
D	24 hour	Unlimited	\$50
E	24 hour	Unlimited	\$50
F	Packaged: Brookhaven	1	\$2,500
G	Packaged good – Beer and wine only: Burr Ridge Shell	1	\$2,500
H	Drink only on premises: Coopers Hawk, Capri, LaCabanita, Eddie Merlots, Wok N Fire, Dao Sushi, Stix and Stones, Hampton Social	8	\$2,000
I	Drink only on premises:	Unlimited	\$50
J	Packaged goods-retailer by delivery:	0	\$2,500
K	Packaged goods – beer and wine-hotel Convenience pantry: Springhill Suites, Hampton Inn & Suites	2	\$1,000
L	Drink only on premises – complimentary beer and wine 1 day a week – and in conjunction with meal or light meal: Springhill Suites	1	\$1,500
M	Winery – packaged or drink on premise: Coopers Hawk	1	\$2,500
N	Special Use – Transfer of inventory for drink only at specific location Issued as requested	Unlimited	\$50
O	Health/Beauty/Spa, Sporting Goods Retailer or Health/Personal Grooming Product and Service Providers: Peak Running	1	\$1,000
P	Packaged goods – wine only: County Wine Merchant	1	\$2,500
P1	Drink only on premises- <i>beer and wine only</i> -in conjunction with pre- packaged food for consumption on premises: County Wine Merchant	1	\$500
Q	Drink only on premises – beer and wine only in conjunction with restaurant. Partially consumed wine may be removed	0	\$2,000
R	Restaurant/Wine Only for Off-Site Consumption: Eddie Merlots	1	\$1,000
S	Bring Your Own Beverage-Beer and Wine: Henn House	1	\$500
	Each Separate Bar		\$200
	Initial License Expense		\$250

# Budget Update for Fiscal Years 2019-20 & 2020-21

Presented: June 22, 2020



# BURR RIDGE

FINANCE DEPARTMENT

Amy Nelson, CPA  
Assistant Finance Director

Jerry Sapp  
Finance Director

## **Executive Summary**

The following report summarizes, for each major fund, the financial results for the last three months of Fiscal Year 2019-20 and the results we have available for May 2020 which is the first month that begins our new Fiscal Year 2020-21. Our summary presents a snapshot of our actual numbers in comparison to our forecasted projections.

### **Fiscal Year 2019-20**

As shown on the following pages, the results from the last three months of the Fiscal Year 2019-20 came in close to what was forecasted during the budget process for both revenues and expenditures. We await the last key revenue sources, Sales and Use Tax and Telecommunications Tax, which will be received in July in order to finalize the Fiscal Year end 2019-20 and our annual audit will be conducted in early July.

### **Fiscal Year 2020-21**

Across all funds, revenues and expenditures appear to be in line with forecasts to begin our new fiscal year. With only one month into the fiscal year, there is no significant revenues to report on in the General Fund due to the lag time in when we received Sales Tax; however, Property Taxes came in as a strong revenue source as originally levied and budgeted with no delays from the Counties thus far. We have provided information on the following pages on the revenues that we do have results on to date.

## GENERAL FUND

### QUARTERLY FINANCIAL REPORT - REVENUES FOR THE PERIOD ENDING APRIL 30, 2020

FISCAL YEAR 2019-2020

#### GENERAL FUND

It is important to note that April reporting is incomplete since we do not have Sales and Use Tax and Telecommunications Tax that will be received in July.

#### Highlights:

**Sales Tax** in the March exceeded forecasted projections which helped balance out the shortfall in February. April results will be available in July and will show the full effect of the COVID-19 impact had on these dollars. The quarantine was in place for half of March so we didn't see the full impact of the COVID shutdown until the July distribution.

**Permits and Fees** overall for the last quarter surpassed forecasted amounts and for the year, permit revenue surpassed the budgeted amount by \$35k.

**Income Tax** revenue typically sees a larger distribution in April, however due to the individual income tax deadline extended from April 15th to July 15th we will see a larger distribution in August and later months.

**Places of Eating Tax** came in slightly lower than projected in February, but exceeded projections in both March and April. The COVID-19 projections assumed restaurants would only realize 50-80% of normal revenues.

**Fines and Forfeitures** were down in the last quarter due to closures of the courts due to COVID-19.

	FEBRUARY			MARCH			APRIL		
	ACTUAL	FORECAST	% CHG	ACTUAL	FORECAST	% CHG	ACTUAL	FORECAST	% CHG
<b>REVENUE SOURCE</b>									
Sales Tax	162,613	203,500	↓ -20%	178,495	145,160	↑ 23%	N/A	50,400	
Property Tax	68,545	68,545	→ 0%	209,618	209,618	→ 0%	7,230	20,220	↓ -64%
Electric Utility Tax	69,392	69,392	→ 0%	66,915	67,183	→ 0%	60,006	62,046	↓ -3%
Gas Utility Tax	36,916	36,916	→ 0%	30,896	36,444	↓ -15%	22,944	29,406	↓ -22%
Telecommunications Tax	43,385	41,394	↑ 5%	34,755	38,005	↓ -9%	N/A	34,235	
Places of Eating Tax	30,199	31,414	↓ -4%	17,101	12,595	↑ 36%	6,830	4,147	↑ 65%
Licenses	827	4,386	↓ -81%	167	4,386	↓ -96%	7,605	4,386	↑ 73%
Permits and Fees	33,727	1,743	↑ 1835%	8,960	1,743	↑ 414%	7,843	1,743	↑ 350%
Income Tax	108,730	92,850	↑ 17%	106,456	92,850	↑ 15%	65,940	92,850	↓ -29%
Cable Franchise Fees	69,277	69,277	→ 0%	-	-		67,771	69,273	↓ -2%
Fines and Forfeitures	7,082	12,083	↓ -41%	13,906	12,083	↑ 15%	1,756	12,083	↓ -85%
Cost Recoverable	5,339	5,339	→ 0%	20,588	20,588	→ 0%	81,139	81,139	→ 0%
Miscellaneous Revenues	10,322	10,322	→ 0%	12,303	12,303	→ 0%	14,418	13,585	↑ 6%
<b>Total Revenues of Major Sources</b>	<b>\$ 646,355</b>	<b>\$ 647,162</b>	<b>-0.1%</b>	<b>\$ 700,161</b>	<b>\$ 652,959</b>	<b>7%</b>	<b>\$ 343,482</b>	<b>\$ 475,514</b>	<b>-28%</b>

#### Legend:

↓ - Performed below forecast    ↑ - Performed greater than forecasted    → - Neutral

## GENERAL FUND

### QUARTERLY FINANCIAL REPORT -EXPENDITURES FOR THE YEAR ENDING APRIL 30, 2020

FISCAL YEAR 2019-2020

#### Highlights:

Staff is awaiting the annual audit to finalize the April 30, 2020 fiscal year, however based on actual expenditures compared to our forecast to date, all Departmental expenditures were maintained and slightly under budget overall for the General Fund.

#### GENERAL FUND

	AS OF APRIL 30, 2020		
	ACTUAL	FORECAST	% CHG
<b>EXPENDITURE BY DEPT</b>			
Boards and Commissions	324,586	338,075	-4%
Administration	847,145	858,170	-1%
Finance	348,281	348,560	0%
Central Services	338,931	336,415	1%
Police	4,995,779	5,116,150	-2%
Public Works	1,355,504	1,426,070	-5%
Buildings and Grounds	164,127	168,140	-2%
<b>Total Expenditures</b>	<b>\$ 8,374,353</b>	<b>\$ 8,591,580</b>	<b>-2.5%</b>

## GENERAL FUND

FISCAL YEAR 2020-21

QUARTERLY FINANCIAL REPORT - REVENUES  
FOR THE PERIOD ENDING MAY 31, 2020

### Highlights:

**Property Tax** revenues came in as expected from both DuPage and Cook Counties in May.

**Sales Tax** for May will be available in August due to the 3 month lag with the State. COVID-19 projection was 30% of prior year revenue.

**Telecommunications Tax** for May will be available in August due to the three month lag with the State.

**Income Tax revenue** typically May sees a larger distribution, however due to the individual income tax deadline extended from April 15th to July 15th we will see a larger distribution in August.

**Places of Eating Tax** for May will be reported in July after returns are filed. COVID-19 projection was 30% of prior year revenue for May.

**Licenses** for May came in ahead of forecasted due to the extension granted for Liquor Licenses beyond the April 30th deadline.

**Permits and Fees** for May came in less than forecasted, however it is difficult to predict when permits will be issued. Forecast is based on a 3 year average in which approximately 10% of the budgeted revenue comes in May, however, this can fluctuate from year to year.

**Fines and Forfeitures** were down in May due to closures of the courts due to COVID-19.

### GENERAL FUND

REVENUE SOURCE	MAY		
	ACTUAL	FORECAST	% CHG
Sales Tax	N/A	67,681	
Property Tax	179,057	179,057	→ 0%
Electric Utility Tax	N/A	62,040	
Gas Utility Tax	17,689	14,530	↑ 22%
Telecommunications Tax	N/A	36,446	
Places of Eating Tax	N/A	10,772	
Licenses	14,285	8,032	↑ 78%
Permits and Fees	21,900	37,667	↓ -42%
Income Tax	65,940	97,864	↓ -33%
Cable Franchise Fees	N/A	-	
Fines and Forfeitures	3,706	17,500	↓ -79%
<b>Total Revenues of Major Sources</b>	<b>\$ 302,577</b>	<b>\$ 531,589</b>	

### MAY 2020 EXPENDITURES

FOR THE YEAR ENDING APRIL 30, 2021

### Highlights:

All departmental expenditures for the first month of May of the fiscal year were well below forecasted amounts budgeted for this fiscal year.

EXPENDITURE BY DEPT	MAY		
	ACTUAL	FORECAST	% CHG
Boards and Commissions	2,631	21,966	-88%
Administration	54,583	67,114	-19%
Finance	20,873	27,027	-23%
Central Services	349	4,217	-92%
Police	345,316	436,245	-21%
Public Works	61,393	124,651	-51%
Buildings and Grounds	2,377	12,465	-81%
<b>Total Expenditures</b>	<b>\$ 487,523</b>	<b>\$ 693,684</b>	<b>-29.7%</b>



## HOTEL/MOTEL TAX FUND

QUARTERLY FINANCIAL REPORT - REVENUES  
FOR THE PERIOD ENDING APRIL 30, 2020

FISCAL YEAR 2019-2020

### Highlights:

**Hotel/Motel Tax revenue** budget was reduced as follows related to COVID 19 FY19-20 and FY 20-21. The assumptions used for projected revenues based on prior years was as follows: Mar-50%, April 4.5%, May, 4.5%, June 9%, July 9%, August 22.5%, Sept 45%, Oct 80%, Nov 80%, Dec 80%, Jan 80%, Feb 80%, April 80%. Both March and April came in ahead of forecasted amounts.

### HOTEL/MOTEL TAX FUND

REVENUE SOURCE	FEBRUARY			MARCH			APRIL		
	ACTUAL	FORECAST	% CHG	ACTUAL	FORECAST	% CHG	ACTUAL	FORECAST	% CHG
Hotel/Motel Taxes	\$ 42,553	\$ 42,553	→ 0%	\$ 22,516	\$ 21,004	↑ 7%	\$ 7,594	\$ 1,885	↑ 303%

## HOTEL/MOTEL TAX FUND

QUARTERLY FINANCIAL REPORT - EXPENDITURES  
FOR THE YEAR ENDING APRIL 30, 2020

FISCAL YEAR 2019-2020

### Highlights:

Staff is awaiting the annual audit to finalize the April 30, 2020 fiscal year, however based on actual expenditures compared to our forecast to date, all expenditures were maintained and slightly under budget overall for the Hotel/Motel Tax Fund

### HOTEL/MOTEL TAX FUND

	AS OF APRIL 30, 2020		
	ACTUAL	FORECAST	% CHG
Total Expenditures	\$ 896,419	\$ 907,625	-1.2%

## HOTEL/MOTEL TAX FUND

QUARTERLY FINANCIAL REPORT - REVENUES  
FOR THE PERIOD ENDING MAY 31, 2020

FISCAL YEAR 2020-21

### Highlights:

**Hotel/Motel Tax revenue** budget was reduced as follows related to COVID 19 - Mar-50%, April 4.5%, May, 4.5%, June 9%, July 9%, August 22.5%, Sept 45%, Oct 80%, Nov 80%, Dec 80%, Jan 80%, Feb 80%, April 80%. For the month of May revenues came in significantly higher than forecasted.

**Hotel/Motel Expenditures** were all below budget for the beginning of the fiscal year due to events and projects being postponed to later in the year.

### HOTEL/MOTEL TAX FUND

REVENUE SOURCE	MAY		
	ACTUAL	FORECAST	% CHG
Hotel/Motel Taxes	\$ 11,461	\$ 2,935	↑ 290%

### MAY 2020 EXPENDITURES

FOR THE YEAR ENDING APRIL 30, 2021

	MAY		
	ACTUAL	FORECAST	% CHG
Total Expenditures	\$ 5,431	\$ 39,769	-86.3%

## MOTOR FUEL TAX FUND

QUARTERLY FINANCIAL REPORT - REVENUES  
FOR THE PERIOD ENDING APRIL 30, 2020

FISCAL YEAR 2019-2020

### MOTOR FUEL TAX FUND

REVENUE SOURCE	FEBRUARY			MARCH			APRIL		
	ACTUAL	FORECAST	% CHG	ACTUAL	FORECAST	% CHG	ACTUAL	FORECAST	% CHG
Motor Fuel Tax Allotments	\$ 32,491	\$ 32,491	→ 0%	\$ 33,636	\$ 33,636	→ 0%	\$ 31,317	\$ 27,126	↑ 15%

## MOTOR FUEL TAX FUND

QUARTERLY FINANCIAL REPORT - EXPENDITURES  
FOR THE YEAR ENDING APRIL 30, 2020

FISCAL YEAR 2019-2020

### Highlights:

Staff is awaiting the annual audit to finalize the April 30, 2020 fiscal year, however based on actual expenditures compared to our forecast to date, all expenditures were maintained for the Motor Fuel Tax Fund.

### MOTOR FUEL TAX FUND

	AS OF APRIL 30, 2020		
	ACTUAL	FORECAST	% CHG
Total Expenditures	401,876	401,810	0.0%

## MOTOR FUEL TAX FUND

QUARTERLY FINANCIAL REPORT - REVENUES  
FOR THE PERIOD ENDING MAY 31, 2020

FISCAL YEAR 2020-21

### Highlights:

**Grant Funds** were received in May for the Rebuild Illinois Bond fund which represents the first of 6 installments to be distributed over a three year period. These funds are restricted in use and Staff will be working with IDOT to receive an approved list of capital projects the Village can use these funds for. Due to the uncertainty of funding during the pandemic, these funds were not budgeted for when passing the FY 20-21 budget.

**Expenditures** to date were nominal for the month of May in the Motor Fuel Tax Fund. As the Road Program continues to get underway, transfers will be made out of this fund to the Capital Improvement Fund.

### MOTOR FUEL TAX FUND

REVENUE SOURCE	MAY		
	ACTUAL	FORECAST	% CHG
Motor Fuel Tax Allotments	\$ 24,796	\$ 31,062	↓ -20%
State Grants	\$ 115,980	\$ -	↑ 100%

## WATER FUND

QUARTERLY FINANCIAL REPORT - REVENUES & EXPENDITURES  
FOR THE PERIOD ENDING APRIL 30, 2020

FISCAL YEAR 2019-2020

### Highlights:

Staff is awaiting the annual audit to finalize the April 30, 2020 fiscal year, however based on actual revenue and expenditures compared to our forecast to date, all revenues expenditures were maintained for the Water Fund.

## WATER FUND

REVENUE SOURCE	AS OF APRIL 30, 2020		
	ACTUAL	FORECAST	% CHG
TOTAL REVENUES	\$ 5,430,068	\$ 5,384,865	1%
TOTAL EXPENDITURES	6,041,279	6,159,060	-2%

## WATER FUND

QUARTERLY FINANCIAL REPORT - REVENUES & EXPENDITURES  
FOR THE PERIOD ENDING MAY 31, 2020

FISCAL YEAR 2020-21

### Highlights:

**Revenues** are ahead of forecast with one billing cycle completed in the fiscal year.

**Expenditures** were low for the month of May due to the timing of the Bedford Park Water Purchases invoice that will be paid in June for May water.

## WATER FUND

	MAY		
	ACTUAL	FORECAST	% CHG
TOTAL REVENUES	\$ 702,680	\$ 685,007	↑ 3%
TOTAL EXPENDITURES	136,591	491,708	-72%

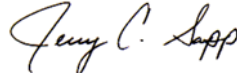
## Concluding Remarks

Finance will continue to provide monthly budget updates on revenue and expenditure performance in the coming months as we proceed through the fiscal year.

Submitted June 22, 2020



Amy Nelson, CPA  
Assistant Finance Director



Jerry Sapp  
Finance Director



## Hampton, Lenzini and Renwick, Inc.

Civil Engineers • Structural Engineers • Land Surveyors • Environmental Specialists  
www.hltreengineering.com

# 8D

April 29, 2020

Mr. David Preissig, P.E.  
Public Works Director/Village Engineer  
Village of Burr Ridge  
7660 County Line Road  
Burr Ridge, Illinois 60527

Re: Phase II Engineering and Environmental Services Agreement – Elm Street Culvert

Dear Mr. Preissig:

We prepared this letter to serve as the agreement between the Village of Burr Ridge (Client) and Hampton, Lenzini and Renwick, Inc. (Consultant) for design engineering services requested relative to Elm Street Culvert Replacement.

### SCOPE OF SERVICES

The Client and Consultant have agreed to a list of Basic Services the Consultant will provide to the Client, listed on the appended Scope of Services, labeled as Exhibit A.

### COMPENSATION

#### Billing Terms

For our services we will be paid the lump-sum amount of **\$51,320.00**

Tasks	Cost
1. USACE Permit	\$4,000.00
2. DuPage County Stormwater Permit	\$8,500.00
3. IDNR-OWR Delegation Fee	\$220.00
4. Utility Coordination	\$1,400.00
5. Plans, Bid Documents, and Estimate	\$37,200.00
<b>TOTAL</b>	<b>\$51,320.00</b>

#### Payment Terms

Invoices shall be submitted by the Consultant on a monthly basis, are due upon presentation and shall be considered past due if not paid within 30 calendar days of the invoice date.

If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Consultant may suspend performance of services upon 30 calendar days' notice to the Client. The Consultant shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Upon payment in full by the Client, the Consultant shall resume services under this Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for the Consultant to resume performance.

If the Client fails to make payment to the Consultant in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by the Consultant.

If the Client objects to any portion of an invoice, the Client shall so notify the Consultant in writing within ten (10) calendar days of receipt of the invoice. The Client shall identify in writing the specific cause of the disagreement and the amount in dispute and shall pay that portion of the invoice not in dispute in accordance with the other payment terms of this Agreement. Any dispute over invoiced amounts due which cannot be resolved within ten (10) calendar days after presentation of invoice by direct negotiation between the parties shall be resolved within thirty (30) calendar days in accordance with the Dispute Resolution provision of this Agreement. Interest as stated above shall be paid by the Client on all disputed invoice amounts that are subsequently resolved in the Consultant's favor and shall be calculated on the unpaid balance from the due date of the invoice.

Payments to the Consultant shall not be withheld, postponed, or made contingent on the construction, completion, or success of the project or upon receipt by the Client of offsetting reimbursement or credit from other parties who may have caused Additional

Services or expenses. No withholdings, deductions, or offsets shall be made from the Consultant's compensation for any reason unless the Consultant has been found to be legally liable for such amounts.

## **GENERAL TERMS AND CONDITIONS**

### **Assignment**

Neither party to this Agreement shall transfer, sublet, or assign any rights under or interest in this agreement without the prior written consent of the other party. Subcontracting to sub-consultants normally contemplated by the Consultant shall not be considered an assignment for purposes of this agreement.

### **Changed Conditions**

If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the Consultant are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks, or other material terms of this Agreement, the Consultant may call for renegotiation of appropriate portions of this Agreement. The Consultant shall notify the Client of the changed conditions necessitating renegotiation, and the Consultant and the Client shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement, in accordance with the Termination provision hereof.

### **Confidential Communications**

The Consultant may be required to report on or render confidential opinions about the past or current performance and/or qualifications of others engaged or being considered for engagement directly or indirectly by the Client. Those about whom reports and opinions are rendered may as a consequence initiate claims against the consultant. To help create an atmosphere in which the Consultant may freely report or express such opinions candidly in the interest of the Client, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant against all damages, liabilities, or costs arising from the rendering of such confidential opinions and reports by the Consultant to the Client or to the Client's agents.

### **Consequential Damages**

Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Client nor the Consultant, their respective officers, directors, partners, employees, contractors, or sub-consultants shall be liable to the other or shall make any claim for any incidental, indirect, or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation, or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract, and breach of strict or implied warranty. Both the Client and the Consultant shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

### **Corporate Protection**

It is intended by the parties to this Agreement that the Consultant's services in connection with the Project shall not subject the Consultant's individual employees, officers, or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against Hampton, Lenzini and Renwick, Inc., a Delaware corporation, and not against any of the Consultant's individual employees, officers, or directors.

### **Defects in Service**

The Client shall promptly report to the Consultant any defects or suspected defects in the Consultant's services of which the Client becomes aware, so that the Consultant may take measures to minimize the consequences of such a defect. The Client further agrees to impose a similar notification requirement on all contractors in its Client/Contractor contract and shall require all subcontracts at any level to contain a like requirement. Failure by the Client and the Client's contractors or subcontractors to notify the Consultant shall relieve the Consultant of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given when such defects were first discovered.

### **Delays**

The Client agrees that the Consultant is not responsible for damages arising directly or indirectly from any delays for causes beyond the Consultant's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters; fires, riots, war, or other emergencies or acts of God; failure of any government agency or utility to act in timely manner; failure of performance by the Client or the Client's contractors or consultants; or discovery of any hazardous substances or differing site conditions.

In addition, if the delays resulting from any such causes increase the cost or time required by the Consultant to perform its services in an orderly and efficient manner, the Consultant shall be entitled to an equitable adjustment in schedule and/or compensation.

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### **Entire Agreement**

This Agreement, comprising pages 1 through 6 is the entire Agreement between the Client and the Consultant. It supersedes all prior communications, understandings, and agreements, whether oral or written. Amendments to this Agreement must be in writing and signed by both the Client and the Consultant.

### **Extension of Protection**

The Client agrees that any and all limitations of the Consultant's liability and indemnifications by the Client to the Consultant shall include and extend to those individuals and entities the Consultant retains for performance of the services under this Agreement, including but not limited to the Consultant's officers, partners, and employees and their heirs and assigns, as well as the Consultant's sub-consultants and their officers, employees, heirs and assigns.

### **Governing Law and Jurisdiction**

The Client and the Consultant agree that this Agreement and any legal actions concerning its validity, interpretation, and performance shall be governed by the laws of the State of Illinois. It is further agreed that any legal action between the Client and the Consultant arising out of this Agreement or the performance of the services shall be brought in a court of competent jurisdiction in the County of Kane, Illinois.

### **Hazardous Materials – Suspension of Services**

Both parties acknowledge that the Consultant's scope of services does not include any services related to the presence of any hazardous or toxic materials. In the event the Consultant or any other party encounters any hazardous or toxic materials, or should it become known to the Consultant that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of the Consultant's services, the Consultant may, at its option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the Client retains appropriate consultants or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations.

### **Indemnification**

The Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors, and employees (collectively, Client) against all damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Consultant's negligent performance of professional services under this Agreement and that of its sub-consultants or anyone for whom the Consultant is legally liable.

The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees, and sub-consultants (collectively, Consultant) against all damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Client's negligent acts in connection with the Project and the acts of its contractors, subcontractors, or consultants, or anyone for whom the Client is legally liable.

Neither the Client nor the Consultant shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

### **Mediation**

In an effort to resolve any conflicts that arise during the design and construction of the Project or following the completion of the Project, the Client and the Consultant agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

The Client and the Consultant further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the Project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, sub-consultants, suppliers, and fabricators, thereby providing for mediation as the primary method for dispute resolution between the parties to all those agreements.

### **Notice of Delay**

If the Consultant becomes aware of delays due to time allowances for review and approval being exceeded, delay by the Contractor, the Client, the Client's consultants, or any other cause beyond the control of the Consultant, which will result in the schedule for performance of the Consultant's services not being met, the Consultant shall promptly notify the Client. If the Client becomes aware of any delays or other causes that will affect the Consultant's schedule, the Client shall promptly notify the Consultant. In either event, the Consultant's schedule for performance of its services shall be equitably adjusted.

### **Right of Entry**

The Client shall provide for the Consultant's right to enter the property owned by the Client and/or others in order for the Consultant to fulfill the Scope of Services included hereunder. Although the Consultant will exercise reasonable care in performing its services, the Client understands that use of testing or other equipment may unavoidably cause some damage, the correction of which is

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not part of this Agreement. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees, and sub-consultants (collectively, Consultant) against any damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising or allegedly arising from procedures associated with testing or investigative activities or connected in any way with the discovery of hazardous materials or suspected hazardous materials on the property.

#### **Severability**

Any term or provision of this Agreement found to be invalid under any applicable statute or rule of law shall be deemed omitted and the remainder of the Agreement shall remain in full force and effect.

#### **Standard of Care**

In providing services under this Agreement, the Consultant will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

#### **Suspension of Services**

If the Project or the Consultant's services are suspended by the Client for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this Agreement, the Consultant shall be compensated for all services performed and reimbursable expenses incurred prior to the receipt of notice of suspension. In addition, upon resumption of services, the Client shall compensate the Consultant for expenses incurred as a result of the suspension and resumption of its services, and the Consultant's schedule and fees for the remainder of the Project shall be equitably adjusted.

If the Consultant's services are suspended for more than ninety (90) days, consecutive or in the aggregate, the Consultant may terminate this Agreement upon giving not less than five (5) calendar days' written notice to the Client.

If the Client is in breach of the payment terms or otherwise is in material breach of this Agreement, the Consultant may suspend performance of services upon five (5) calendar days' notice to the Client. The Consultant shall have no liability to the Client, and the Client agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by the Client. Upon receipt of payment in full of all outstanding sums due from the Client, or curing of such other breach which caused the Consultant to suspend services, the Consultant shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

#### **Termination**

In the event of termination of this Agreement by either party, the Client shall within fifteen (15) calendar days of termination pay the Consultant for all services rendered and all reimbursable costs incurred by the Consultant up to the date of termination, in accordance with the payment provisions of this Agreement.

The Client may terminate this Agreement for the Client's convenience and without cause upon giving the Consultant not less than seven (7) calendar days' written notice.

Either party may terminate this Agreement for cause upon giving the other party not less than seven (7) calendar days' written notice for any of the following reasons:

- Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party;
- Assignment of this Agreement or transfer of the Project by either party to any other entity without the prior written consent of the other party;
- Suspension of the Project or the Consultant's services by the Client for more than ninety (90) calendar days, consecutive or in the aggregate;
- Material changes in the conditions under which this Agreement was entered into, the Scope of Services or the nature of the Project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

In the event of any termination that is not the fault of the Consultant, the Client shall pay the Consultant, in addition to payment for services rendered and reimbursable costs incurred, for all expenses reasonably incurred by the Consultant in connection with the orderly termination of this Agreement, including but not limited to demobilization, reassignment of personnel, associated overhead costs and all other expenses directly resulting from the termination.

#### **Third-Party Beneficiaries**

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder. The Client and Consultant agree to require a similar provision in all contracts with

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Elm Street Culvert – Phase II Design  
Village of Burr Ridge  
April 29, 2020

contractors, subcontractors, sub-consultants, vendors and other entities involved in this Project to carry out the intent of this provision.

**Unauthorized Changes**

In the event the Client, the Client's contractors or subcontractors, or anyone for whom the Client is legally liable makes or permits to be made any changes to any reports, plans, specifications or other construction documents prepared by the Consultant without obtaining the Consultant's prior written consent, the Client shall assume full responsibility for the results of such changes. Therefore, the Client agrees to waive any claim against the Consultant and to release the Consultant from any liability arising directly or indirectly from such changes.

In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant from any damages, liabilities, or costs, including reasonable attorneys' fees and costs of defense, arising from such changes.

If this agreement meets with the Village of Burr Ridge's approval, please have the proper official sign and date where indicated below and return one (1) copy for our file. If you have questions on any of the above, please call me at 847-697-6700.

Sincerely,

HAMPTON, LENZINI AND RENWICK, INC.



Erica Spolar  
Executive Vice President

**ACCEPTANCE**

The terms and conditions of this letter agreement are hereby accepted by The Village of Burr Ridge for engineering and environmental services set forth above.

By \_\_\_\_\_ Date \_\_\_\_\_  
Title \_\_\_\_\_

**EXHIBIT A**  
**Scope of Service**  
**Elm Street Culvert Replacement**

Village of Burr Ridge

The Village of Burr Ridge (hereinafter the "Client") has requested professional engineering services for culvert replacement project (hereinafter the "Project"). The following outlines the proposed Project scope of services.

**UNDERSTANDING OF THE PROJECT**

Hampton, Lenzini and Renwick, Inc. (HLR) has prepared this Scope of Work for engineering services based on our knowledge of the Project from the following items:

- Field review and topographic data provided
- Initial culvert hydrology and hydraulics

The following is a list of basic project understandings

- Replacement of the existing culvert with an appropriately sized culvert(s) in accordance with or near IDOT policy for a 30-year storm event
- Permittable by DuPage County, US Army Corps of Engineers, and the Illinois Department of Natural Resources
- Permit for DuPage County will occur during/after construction
- IDNR-OWR will allow to permit delegation to DuPage County

The project limits are understood to be the Elm Street crossing of 63<sup>rd</sup> Street Ditch

**Schedule** – Based on our project understanding, the following are project milestones desired by Client.

Notice to Proceed	May 27, 2020
Pre-Final Plans and Bid Documents	July 31, 2020
Permit Submittal to DuPage and USACE	August 28, 2020
Final Plans and Bid Documents	November 27, 2020
Bid Opening (Local)	TBD
Village Board Approval – Construction Contract	TBD
Start of Construction	TBD
End of Construction	TBD

**Task 1: USACE Permit**

The following is a summary of permitting requirements. HLR will complete and submit the Joint Application form and other necessary information to obtain a permit from the Chicago District Corps of Engineers for this project. The Joint Application will be simultaneously submitted to the following agencies:

- US Army Corps of Engineers
- US Fish & Wildlife Service (USFWS)
- Illinois Department of Natural Resources (IDNR)
- Illinois Environmental Protection Agency (IEPA)
- Illinois Historic Preservation Agency (IHPA)

The Regional Permits issued by the USACE contain a conditional Section 401 Water Quality Certification built into the permit. If a project qualifies under the Regional Permit program, no separate Section 401 review will be required. For the purposes of this proposal, we will assume a Regional permit can be obtained for this project.

Task 1 includes preparing a USFWS Section 7 memorandum and an ECOCAT through the IDNR regarding threatened and endangered (T&E) species; however, this task does not include surveys for specific species or habitat, if required. Coordination with the Kane-DuPage Soil and Water District will also be conducted, if needed. ***Agency fees are not included in the cost of the proposal.***

At this time, it is anticipated that mitigation will not be required.

#### **Task 2: DuPage County Stormwater Permit**

The Client is a partial waiver community which means that they complete their own stormwater reviews but not wetland reviews. Wetland reviews would be completed by DuPage County. HLR will prepare the DuPage County Stormwater permit application for submittal to Burr Ridge and DuPage County. The stormwater management permit to be submitted will include permit application, completion of all tabs, location exhibits, any necessary calculations, and the plans. ***The permit fee is not included in the cost of the proposal.***

This task will include a field site meeting with DuPage County representatives to confirm the wetland boundaries.

#### **Task 3: IDNR-OWR Delegation Fee**

HLR will pay the \$220 fee necessary for the delegation of review authority to DuPage County.

#### **Task 4: Utility Coordination**

HLR will coordinate with utilities with determining their facility location, potential conflict determination, and resolution of those conflicts. The major work items under this task will include:

- A J.U.L.I.E. Design Level Locate request will be submitted.
- Project status letters will be prepared to the individual utility companies along with location map.
- HLR will verify the utilities identified on the atlas maps provided by the utilities.
- HLR will identify potential utility conflicts with the proposed improvements. These locations will be identified and sent to the utility for evaluation and verification.
- Pre-final plans will be sent to the utility companies. This submittal will include location of conflicts identified by the utilities

#### **Task 5: Proposed Plans, Bid Documents, Calculations, and Estimates of Probable Costs**

**Plans** - The plans will be prepared and submitted to the Client at the following intervals:

- **Pre-Final (90%)** – Plans and concepts are nearly complete and minor modifications are expected.
- **Final (100%)** – Plans are fully developed and are ready for distribution to contractors.

The plans are working drawings that show the location, configuration, and dimensions of the proposed construction activities. The plans will be prepared under the supervision of a Professional Engineer. The plan set will consist of the following drawings and the estimated number of sheets:

Title Sheet	1 Sheet(s)
General Notes	1 Sheet(s)
Summary of Quantities	1 Sheet(s)
Schedule of Quantities	- Sheet(s)
Alignment, Ties and Benchmarks	1 Sheet(s)
Existing and Proposed Typical Sections	1 Sheet(s)
Detour Plan	1 Sheet(s)
Existing Conditions and Removals	1 Sheet(s)
Roadway Plan & Profile	1 Sheet(s)
Drainage and Utilities Plan and Profiles	- Sheet(s)
Soil Erosion and Sediment Control Plans and Details	3 Sheet(s)
Pavement Marking and Signing Plan	- Sheet(s)
Structural Design	3 Sheet(s)
Special Details	1 Sheet(s)
Standard Details	8 Sheet(s)
Cross Sections	4 Sections

Increases to the actual number of plans sheets as compared to the estimated sheets above may constitute additional work. HLR will notify the Client if additional work is anticipated.

HLR will distribute electronic version of plans, bid documents, and estimate of probable costs to Client's Project Manager for distribution to reviewers. Comments provided will be reviewed and necessary updates will be made. Disposition to comments will be provided at the next submittal. The disposition to comments will be provided based on how HLR received them:

- Client provides a list of comments – HLR will provide a formal disposition to comments in letter format.
- Client provides comment on plan and/or bid document sheets – HLR will provide written disposition to comments next to the comments provided by the Client.

**Bid Documents** – Bid Documents will be prepared for the solicitation of contractors to provide construction services. Bid Documents format will be based on the following criteria:

- **Client Provided Example Bid Documents** – Client will provide a digital copy that HLR can use to modify to this project and meet the Clients format. HLR will modify the bid document accordingly and provide Special Provisions and Schedule of Prices based on this project. It is understood that that material provided including "front end" requirements by the client are current.

HLR will prepare contract specifications and special provisions for Pre-Final and Final Plan submittals. The latest version of the IDOT "Standard Specifications for Road and Bridge Construction" and "Supplemental Specifications and Recurring Special Provisions" will be used as the basis of the construction special provisions. IDOT check sheets will be used as required by the project.

Where a project work item contains work, material, unique sequence of operations or any other requirements that are not included in the Standard Specifications, Supplemental Specifications, Recurring Special Provisions, BDE Special Provisions or Guide Bridge Special Provisions, a project specific Special Provision will be written by HLR.

HLR will not prepare an IEPA Form 663 for disposal of material generated by the project. This will be done at a future time as part of an addendum or included as a bid item for the contractor to complete.

**Estimate of Probable Cost** - HLR will prepare engineering opinions of probable construction costs for each submittal. Costs will be determined using available guides and bid tabulations from similar projects. In addition, the pay item reports with awarded prices from IDOT's website will be used to approximate current unit costs.

**Request for Information** – HLR will correspond with the engineering team during construction for any questions that may arise.



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

8E

RECEIVED

MAY 29 2020

VILLAGE OF BURR RIDGE

DATE: 5/26/20

NAME: AHUJA, SATYA

ADDRESS: BURR RIDGE, IL. 60527

DAYTIME PHONE: EVENING PHONE:

CELL PHONE: EMAIL ADDRESS:

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

NUMBER OF YEARS AS A BURR RIDGE RESIDENT: 39 yrs.

**EDUCATION**

COLLEGE or OTHER: NAGPUR UNIVERSITY, INDIA UNDER-GRADUATE GRADUATE

MAJOR: GOVT. MEDICAL COLLEGE, NAGPUR, INDIA (M.D.)

DEGREE OR CERTIFICATIONS: FELLOW OF AMERICAN COLLEGE OF PHYSICIANS  
- FELLOW OF AMERICAN COLLEGE OF NEPHROLOGY

**PROFESSIONAL**

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

COMPANY: A SOUTH SHORE HOSPITAL CHICAGO

NUMBER OF YEARS EMPLOYED: SINCE 1994

TITLE: BOARD OF TRUSTEES

RESPONSIBILITIES/EXPERIENCE: HOSPITAL MANAGEMENT and  
Supervision OF ADMINISTRATION

COMPANY: ASSOCIATES IN NEPHROLOGY

NUMBER OF YEARS EMPLOYED: 35 yrs.

TITLE: VICE-PRESIDENT

RESPONSIBILITIES/EXPERIENCE: MANAGEMENT OF MEDICAL (NEPHROLOGY)  
PRACTICE, & MANAGING THE FINANCES

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

ORGANIZATION: NONE

#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:**

2	Board of Fire & Police Commissioners
3	Economic Development Committee
1	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

	<b>BURR RIDGE POLICE DEPARTMENT</b>	Number  <b>20.08</b>
<b>PERSONNEL ORDER</b>		Issue Date <b>June 3, 2020</b>
Subject  <b>RETIREMENT NOTICE – Sergeant Michael Barnes</b>		Author: <b>Madden</b>
CALEA Ref:		Total Pages: <b>1</b>

**PURPOSE:**

This Personnel Order announces the official notice of retirement of Sergeant Michael Barnes from the Burr Ridge Police Department.

In accordance with Department and Village policy, Sergeant Michael Barnes officially tendered his notice of intent to retire from the Burr Ridge Police Department effective June 18, 2020. The Chief of Police received the notice of intent to retire on June 2, 2020.

Sergeant Barnes faithfully served the Burr Ridge Police Department and the citizens of Burr Ridge for twenty-four (24) years. During his tenure, he has served as a Patrol Officer, Police Corporal, Patrol Sergeant, and Detective Sergeant. He has been a mentor to his subordinates as well as his peers and is a valued member on the Police Department Command Staff. Sergeant Barnes has also served on the Concerns of Police Survivors (COPS) LODD response team assisting police agencies and law enforcement survivors throughout the State of Illinois during very difficult times. Sergeant Barnes' work, dedication, and sacrifice has brought great praise to the Burr Ridge Police Department.

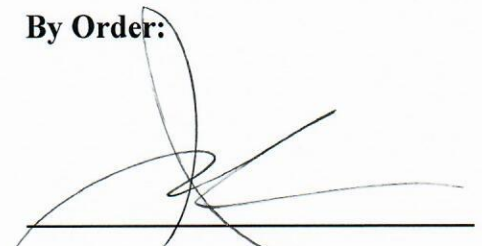
Sergeant Barnes' colleagues join the Chief of Police in recognition and appreciation of his service and wish him success and happiness in his future endeavors.

A copy of Sergeant Barnes' notice of retirement is published in PowerDMS to the attention of all personnel.

**PROCEDURE:**

The Board of Fire and Police Commissioners of the Village of Burr Ridge will fill the vacated position of Police Sergeant as authorized by the Village Board from the standing eligibility roster.

**By Order:**



**John W. Madden, Chief of Police**



05/31/2020

Chief Madden:

Please accept this as my official decision to retire from the Burr Ridge Police Department effective June 21, with my last day of work being, Thursday June 18 at 1400 hours.

It had been my intention to complete 25 years with the agency but feel as though it is best for me to retire from the agency now.

In my 24 years, I hope that I have helped put a positive spotlight on the village on a local, state and national level. I am thankful for the opportunity you afforded me to have worked with the IL Chapter of Concerns of Police Survivors for more than 10 years and helping more than 16 Illinois Police Officer's Families during their loved one's line of duty death.

I have had the chance to work with some outstanding officers here in Burr Ridge and across the state

This decision came up after numerous conversations over the last week, I feel it is time for me to retire. I hope that with the continued talks of layoffs, this will save at least one person's position on the department.

I thank you and wish you well.

Sincerely,

A handwritten signature in black ink, appearing to be 'M. Barnes', with a long horizontal flourish extending to the right.

Sgt. Michael Barnes



**From:** [Nancy Jezewski](#)  
**To:** [Evan Walter](#)  
**Subject:** Resignation  
**Date:** Monday, May 18, 2020 11:32:50 AM

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Evan,

As a follow up to our conversation today, please accept this email as my formal resignation from my Receptionist position with the Village. My last day will be Friday, May 29, 2020.

As I mentioned, this decision comes after careful thought and consideration to my role here.

I would like to thank you for the knowledge and experience I have gained working with you. I am grateful for the time I have spent on your team and the professional relationships I've built.

It has been a pleasure working with you and I wish you and the entire team at the Village the best of luck in the future.

***Nancy Jezewski***  
*Receptionist*  
*Village of Burr Ridge*  
*630-654-8181 ext. 2070*

**From:** [viri@desiderio-landscaping.com](mailto:viri@desiderio-landscaping.com)  
**To:** [David Preissig](#)  
**Subject:** New Tree Prices  
**Date:** Thursday, June 18, 2020 2:53:56 PM

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Hello Dave,

Sorry about the delay. Cruz and Juan have both agreed that we would like to continue business with the Village of Burr Ridge. I have attached the prices they have come up with.

Class A Tree Removal \$12.50  
Class B Tree Removal \$16.50  
Class C Tree Removal \$18.00  
Class D Tree Removal \$20.50  
Class E Tree Removal \$24.00  
Class F Tree Removal \$27.00

Class A Stump Removal \$45.00  
Class B Stump Removal \$60.00  
Class C Stump Removal \$85.00  
Class D Stump Removal \$96.52  
Class E Stump Removal \$127.00  
Class F Stump Removal \$157.48

Best Regards,

Viri M. Desiderio  
**Project Manager**  
Desiderio Landscaping LLC.  
Dir:(708) 712-0036  
Fax:(708) 433-0374

[viri@desiderio-landscaping.com](mailto:viri@desiderio-landscaping.com)

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8J

**ECO CLEAN MAINTENANCE, INC.**

June 15, 2020

Village of Burr Ridge  
Attn.: David Preissig  
7660 S. Country Line Rd.  
Burr Ridge, IL 60527

**Re: Renewal of Janitorial Services Agreement**

Dear Mr. Preissig,

Per Section 2 of the Bid and/or Contract for Janitorial Services for the Village of Burr Ridge, Eco-Clean Maintenance, Inc. agrees to renew the above referenced agreement for janitorial services beginning from July 1, 2020 through April 30, 2021, with no contract increase from the current contract rates.

Please do not hesitate to contact me if you have any questions.

Regards,

Arkadiusz Grabowski

## BOARD OF DIRECTORS

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**Nick Pann**

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*Emeritus Member*

**Debra Vershelde**  
*Executive Director*

*Serving 38 communities in  
Leyden, Lyons, Norwood  
Park, Proviso and Riverside  
Townships*

June 15, 2020

J. Douglas Pollock  
Village Administrator  
Village of Burr Ridge  
7660 County Line Road  
Burr Ridge, IL 60527

Dear Mr. Pollock:

This letter is to respectfully request the Village of Burr Ridge's consideration of a \$1,764 donation to Aging Care Connections in 2020. This annual contribution provides much-needed support for our programs and services, which are all available to the Cook County residents of the Village of Burr Ridge.

Aging Care Connections has been serving older adults, family members and caregivers for nearly 50 years, including those in the Village of Burr Ridge-- our jurisdiction is for the Cook County portion of Burr Ridge. In Fiscal Year 2019 (October 1, 2018-September 30, 2019), 119 residents utilized one or more of our programs and thus far in FY20, 96 number of residents have received services. Our Information and Assistance program, for example, received 213 calls from 93 residents. Our transitional care program at our hospital and doctor's offices assisted 17 residents transitioned back into their community, 21 residents participated in our Aging Well Neighborhood program via Zoom since the pandemic shut down in-person gatherings, and 11 residents participated in our Congregate Meals Program.

Aging Care Connections (ACC) has quickly responded to the COVID-19 pandemic by restructuring the daily operations to have all staff work remotely from home, continuing to communicate with our older adult clients while providing the critical services needed during this time of crisis, and especially to those who are isolated and living alone. Each of our programs are communicating with our older adult clients in a variety of new ways during this "New Normal" way of working.

Our **Aging Well Neighborhood** has creatively redesigned some of our programmatic offerings by presenting them remotely and/or virtually. The **Information and Assistance**, the entryway into ACC programming, has one staff person working remotely, triaging calls to the appropriate program, as well as. operating as the connection between clients and staff. The **Adult Protective Services** program continues to keep older adults safe by receiving and investigating reports of physical, sexual, emotional, and financial abuse and exploitation. Currently, they are conducting special priority one cases (instead of the usual face-to-face) by

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contacting the police department, who will then conduct a wellness check. **Benefits Assistance** is assisting and educating older adults about benefits and services to which they may be entitled. As is often the case with any crisis, people are desperately wanting to know what services they can qualify for and the staff are working on Senior Health Insurance Program (SHIP) and Benefits Access Application counseling. **Our Caregiver Support Program** provides assistance to individuals caring for an older adult, including one-on-one supportive counseling and support groups, and caregiver counseling. Staff are brainstorming on creative ways to conduct memory cafes via zoom which will eliminate some of the isolation felt by people who are living alone as they continue to follow the stay-at-home order.

The **Comprehensive Care Coordination** program is remaining connected with their clients and working remotely by phone and email. They are providing a wholistic approach to case management and making weekly phone calls to each client to make sure that all their needs are being met during this crisis. The **Congregate Meal** program has set up emergency access to home delivered meals to those participants who normally enjoy a daily meal outside the home while also socializing with friends and participating in daily exercise or educational activities, in a congregate setting

And finally, our **Transitional Care** program is offered onsite with patients at the hospital and skilled nursing facilities, and in doctors' offices to facilitate safe transitions back into the community. Since the pandemic has recommended no face-to-face contact with at-risk individuals, our program staff are working with all of them telephonically to lower anxiety surrounding this crisis.

Our efforts to help older adults age well and remain independent is strengthened when we have the support of everyone in our community. Ever mindful of the value and impact of the Village of Burr Ridge's contribution, we place high value on our longstanding relationship with you and are very grateful for our continued partnership to ensure the quality of life older adults lead in later years is as best as possible.

If you have any questions or need additional information, please do not hesitate to contact me at 708-603-2313.

Many thanks,



Debra Vershelde  
Executive Director

VILLAGE OF BURR RIDGE

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ACCOUNTS PAYABLE APPROVAL REPORT

BOARD DATE: 6/22/2020

PAYMENT DATE: 6/23/2020

FISCAL 20-21

FUND	FUND NAME	PAYABLE	TOTAL AMOUNT
10	General Fund	\$ 119,646.69	\$ 119,646.69
23	Hotel/Motel Tax Fund	14,159.87	14,159.87
51	Water Fund	337,937.06	337,937.06
52	Sewer Fund	272.68	272.68
61	Information Technology	10,260.95	10,260.95
	TOTAL ALL FUNDS	<u>\$ 482,277.25</u>	<u>\$ 482,277.25</u>

PAYROLL

PAY PERIOD ENDING June 13, 2020

	TOTAL
	PAYROLL
Board	\$ 2,000.00
Administration	19,768.39
Finance	7,873.49
Police	126,935.24
Public Works	19,802.45
Water	24,278.34
Sewer	7,774.06
TOTAL	<u>\$ 208,431.97</u>
GRAND TOTAL	<u><u>\$ 690,709.22</u></u>

06/18/2020 10:49 AM  
User: asullivan  
DB: BURR RIDGE

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF BURR RIDGE  
EXP CHECK RUN DATES 06/22/2020 - 06/22/2020  
BOTH JOURNALIZED AND UNJOURNALIZED  
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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 10 General Fund					
Dept 1010 Boards & Commissions					
10-1010-50-5010	Labor General	Clark Baird Smith LLP	06/04/20	12688	255.00
10-1010-80-8010	2020 Annual Donation to Senior O	DuPage Senior Citizens Cou	06/04/20	06/04/20	2,436.00
10-1010-80-8025	Polygraph Testing Services	Kevin W. Shaughnessy	06/12/20	06/12/20	920.00
Total For Dept 1010 Boards & Commissions					3,611.00
Dept 2010 Administration					
10-2010-40-4042	Mileage Reimbursement Walter, E	Evan B. Walter	06/12/20	06/12/20	25.88
10-2010-40-4042	Reimbursement for Meals Walter,	Evan B. Walter	06/13/20	06/13/20	70.87
10-2010-50-5075	Plan Review Permit 20-062	B&F Construction Code Serv	05/22/20	53787	808.56
10-2010-50-5075	Inspections May2020	B&F Construction Code Serv	06/05/20	12818	325.00
10-2010-60-6020	Gasoline & Oil Admin	DuPage County Public Works	05/20/20	2020-10F	73.83
Total For Dept 2010 Administration					1,304.14
Dept 4020 Central Services					
10-4020-50-5081	Insurance FSA	Discovery Benefits, Inc.	05/31/20	0001163810	50.00
10-4020-50-5085	Tent Rentals for Restaurants Cov	Partytime-HDO Operations,	06/08/20	06/08/20	57,500.00
10-4020-60-6010	Kitchen Coffee Supplies PD	Commercial Coffee Service,	06/05/20	158170	91.00
Total For Dept 4020 Central Services					57,641.00
Dept 5010 Police					
10-5010-50-5020	DUMEG Fair Share	DuPage Metropolitan	03/09/20	03/09/20	14,040.00
10-5010-50-5020	Cleaning/Gutierrez	Kerkstra Cleaners	05/28/20	3238181 May2020	78.25
10-5010-50-5020	May 2020 Minimum Commitment	LexisNexis Risk Solutions	05/31/20	126789420200531	150.00
10-5010-50-5050	Maintenance-Equipment	Public Safety Direct, Inc	05/22/20	96032	467.78
10-5010-50-5051	Firehawk GT Pursuit 245/55R18	Bauer Built Inc.	06/02/20	200133037	2,486.00
10-5010-50-5051	Illinois Tire Fee	Bauer Built Inc.	06/02/20	200133037	50.00
10-5010-50-5051	Car Washes PD	Fuller's Car Wash	05/31/20	7257	430.62
10-5010-50-5051	Vehicle Plate Renewal Squad 131	Illinois Secretary of Stat	06/12/20	06/12/20	151.00
10-5010-50-5095	Document Shredding Services	Accurate Document Destruct	06/01/20	5620557	189.52
10-5010-60-6010	FEDE-LE223T3 Federal Tactical Ri	Kiesler's Police Supply, 105	05/29/20	136144	1,166.10
10-5010-60-6020	Gasoline & Oil PD	DuPage County Public Works	05/20/20	2020-10F	10,030.17
Total For Dept 5010 Police					29,239.44
Dept 6010 Public Works					
10-6010-40-4032	Uniform rentals/cleaning	Breens Inc.	06/02/20	390952	79.18
10-6010-50-5051	Vehicle Safety Testing	Foster's Truck Repair	05/11/20	36319	81.00
10-6010-50-5055	Madison St RR Crossing	COMED	06/04/20	3699071070 Jun20	41.54
10-6010-50-5055	Burr Ridge Pkwy & Bridewell	Meade Electric Company, Ir	04/30/20	692149	175.00
10-6010-50-5085	Shop Towel Rentals	Breens Inc.	06/02/20	390952	4.50
10-6010-50-5095	Mosquito Abatement Services July	Clarke Environmental Mosq	05/25/20	001010609	11,350.00
10-6010-50-5095	Reimburse for culvert replacemen	Philip Fox	06/11/20	06/11/20	526.48
10-6010-60-6020	Gasoline & Oil PW	DuPage County Public Works	05/20/20	2020-10F	3,101.81
10-6010-60-6041	Supplies-Vehicles	Monroe Truck Equipment, Ir	06/08/20	77749	831.56
10-6010-60-6041	Supplies-Vehicles	Monroe Truck Equipment, Ir	04/15/20	1537534	850.00
Total For Dept 6010 Public Works					17,041.07
Dept 6020 Buildings & Grounds					
10-6020-50-5052	Quarterly monitoring - alarm and	Alarm Detection Systems, 106	07/20	1072151077	424.86
10-6020-50-5052	Semi Annual monitoring - VH	Alarm Detection Systems, 106	07/20	1076581040	891.24
10-6020-50-5052	Backflow Test	Municipal Backflow LLC	06/15/20	21391	719.55
10-6020-50-5052	Maintenance-Buildings	Patrick B Murphy	06/04/20	27317A	975.00
10-6020-50-5052	Maintenance-Buildings	Wunderlich Doors, Inc.	06/01/20	200621	615.00
10-6020-50-5057	Turf Weed Control and Fertilizer	Desiderio Landscaping LLC	05/01/20	10042	36.29

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Fund 10 General Fund					
Dept 6020 Buildings & Grounds					
10-6020-50-5057	Utility and Park Sites	Desiderio Landscaping LLC	05/01/20	10042	124.46
10-6020-50-5057	Added Areas	Desiderio Landscaping LLC	05/01/20	10042	238.76
10-6020-50-5058	Mat rentals - VH & PW	Breens Inc.	06/02/20	390948	20.50
10-6020-50-5058	Janitorial Services PD	Bullseye Cleaning Services	06/04/20	3711	1,450.00
10-6020-50-5058	Holding Cell Cleaning June2020	Service Master	06/01/20	204259	319.00
10-6020-50-5080	Lakewood Aerator	COMED	06/04/20	9258507004 Jun20	54.94
10-6020-50-5080	Windsor Aerator	COMED	06/04/20	9342034001 Jun20	156.97
10-6020-60-6010	Partitions/Panels Covid-19	Robotunits, Inc.	05/29/20	322494	4,783.47
Total For Dept 6020 Buildings & Grounds					10,810.04
Total For Fund 10 General Fund					119,646.69
Fund 23 Hotel/Motel Tax Fund					
Dept 7030 Special Revenue Hotel/Motel					
23-7030-50-5069	Added Areas	Desiderio Landscaping LLC	05/01/20	10042	1,081.53
23-7030-50-5069	Roadside Mowing	Desiderio Landscaping LLC	05/01/20	10042	1,038.86
23-7030-50-5069	Utility and Park Sites	Desiderio Landscaping LLC	05/01/20	10042	753.85
23-7030-50-5069	Municipal Campus	Desiderio Landscaping LLC	05/01/20	10042	4,019.36
23-7030-50-5069	Medians and Gateways	Desiderio Landscaping LLC	05/01/20	10042	4,148.33
23-7030-50-5069	County Line Rd at I55	Desiderio Landscaping LLC	05/01/20	10042	1,003.81
23-7030-50-5069	Spring and Fall Cleanup	Desiderio Landscaping LLC	05/01/20	10042	609.60
23-7030-50-5069	Turf Weed Control and Fertilizer	Desiderio Landscaping LLC	05/01/20	10042	1,402.08
23-7030-50-5075	Gateway Sign	COMED	06/03/20	1153168007 Jun20	38.62
23-7030-50-5075	Median Lighting	COMED	06/04/20	1319028022 Jun20	63.83
Total For Dept 7030 Special Revenue Hotel/Motel					14,159.87
Total For Fund 23 Hotel/Motel Tax Fund					14,159.87
Fund 51 Water Fund					
Dept 6030 Water Operations					
51-6030-40-4032	Uniform rentals/cleaning	Breens Inc.	06/02/20	390952	72.14
51-6030-50-5020	(13 ) Coliform Samples	Envirotest Perry Laborato	05/18/20	20134488	123.50
51-6030-50-5052	Quarterly monitoring - PC	Alarm Detection Systems, I	06/07/20	503471091	344.61
51-6030-50-5052	Turf Weed Control and Fertilizer	Desiderio Landscaping LLC	05/01/20	10042	36.29
51-6030-50-5052	Utility and Park Sites	Desiderio Landscaping LLC	05/01/20	10042	390.30
51-6030-50-5067	Restoration after water main bre	Royal Oak Landscaping, Inc	05/06/20	33049	1,800.00
51-6030-50-5070	Engineering Services April2020	Thomas Engineering Group I	06/04/20	20-146	6,461.96
51-6030-50-5080	2M Tank	COMED	06/04/20	9256332027 Jun20	113.51
51-6030-50-5080	Well #5	COMED	06/04/20	4497129114 Jun20	4.66
51-6030-60-6010	8 ft. Shut Off Wrench	Core & Main LP	03/19/20	L844872	600.00
51-6030-60-6020	Gasoline & Oil Water	DuPage County Public Works	05/20/20	2020-10F	1,432.15
51-6030-60-6020	Gasoline & Oil PW	SuperFleet MasterCard	05/26/20	FB346 May20	540.74
51-6030-60-6040	Supplies-Equipment	Core & Main LP	03/10/20	M025545	164.00
51-6030-60-6070	Water Purchases May20	Village of Bedford Park	06/05/20	0020060000 May20	324,175.50
51-6030-60-6070	120 W. 59th Street	Village of Hinsdale	06/01/20	3108540 Jun20	143.02
51-6030-60-6070	134 W 59th Street	Village of Hinsdale	06/01/20	3108531 Jun20	167.77
51-6030-60-6070	126 W. 59th Street	Village of Hinsdale	06/01/20	3108511 Jun20	35.77
51-6030-60-6070	116 W. 59th Street	Village of Hinsdale	06/01/20	3108491 Jun20	374.02
51-6030-60-6070	224 W. 59th Street	Village of Hinsdale	06/01/20	3108363 Jun20	134.77
51-6030-60-6070	204 W. 59th Street	Village of Hinsdale	06/01/20	3108351 Jun20	134.77
51-6030-60-6070	5885 S. Giddings Avenue	Village of Hinsdale	06/01/20	3107810 Jun20	217.27
51-6030-60-6070	208 W. 59th Street	Village of Hinsdale	06/01/20	3101237 Jun20	159.52
51-6030-60-6070	216 W. 59th Street	Village of Hinsdale	06/01/20	3101225 Jun20	184.27



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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 51 Water Fund					
Dept 6030 Water Operations					
51-6030-60-6070	5905 S. Grant Street	Village of Hinsdale	06/01/20	3108560 Jun20	126.52
Total For Dept 6030 Water Operations					337,937.06
Total For Fund 51 Water Fund					337,937.06
Fund 52 Sewer Fund					
Dept 6040 Sewer Operations					
52-6040-40-4032	Uniform rentals/cleaning	Breens Inc.	06/02/20	390952	24.63
52-6040-50-5080	Chasemoor Lift Station	COMED	06/04/20	0356595009 Jun20	248.05
Total For Dept 6040 Sewer Operations					272.68
Total For Fund 52 Sewer Fund					272.68
Fund 61 Information Technology Fund					
Dept 4040 Information Technology					
61-4040-50-5020	IT Support Remote/Onsite	Orbis Solutions	06/11/20	5570269	5,450.00
61-4040-50-5020	IT Support Remote	Orbis Solutions	04/23/20	5570106	50.00
61-4040-50-5020	IT Support Remote/Onsite	Orbis Solutions	06/02/20	5570250	1,900.00
61-4040-50-5061	SSL Cert	Orbis Solutions	06/11/20	5570269	80.00
61-4040-50-5061	Cylance Cyber Software	Orbis Solutions	06/02/20	5570250	625.00
61-4040-50-5061	Annual Software Support	Porter Lee Corporation	06/01/20	23843	875.00
61-4040-60-6010	HP Laserjet toner W2020A - blk	Runco Office Supply	06/01/20	790245-0	163.98
61-4040-60-6010	HP Laserjet toner W2021A - cyan	Runco Office Supply	06/01/20	790245-0	108.99
61-4040-60-6010	HP Laserjet toner W2022A - yellow	Runco Office Supply	06/01/20	790245-0	108.99
61-4040-60-6010	HP Laserjet toner W2023A - magen	Runco Office Supply	06/01/20	790245-0	108.99
61-4040-70-7000	DBX Mixing Board	Orbis Solutions	06/11/20	5570269	195.00
61-4040-70-7000	Draper Screen	Orbis Solutions	06/11/20	5570269	595.00
Total For Dept 4040 Information Technology					10,260.95
Total For Fund 61 Information Technology Fund					10,260.95

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Fund Totals:					
				Fund 10 General Fund	119,646.69
				Fund 23 Hotel/Motel Tax Fund	14,159.87
				Fund 51 Water Fund	337,937.06
				Fund 52 Sewer Fund	272.68
				Fund 61 Information Technology F	10,260.95
				Total For All Funds:	482,277.25