



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

AGENDA

**Tuesday, May 26, 2020
7:00 P.M.**

Note Regarding Public Comments: Due to the current state of emergency and consistent with the Governor's Executive Order #2020-07, participation at this meeting will only be available remotely. [Here is the Link](#) to watch and listen to the meeting live beginning at 7 PM on Tuesday, May 26, 2020.

Public comments will be taken *prior* to the meeting via email at BRMeetings@burr-ridge.gov. E-mailed public comments shall 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. Public comments may also be made at the applicable time during the meeting by calling **(312) 626-6799, Meeting ID 879 7813 8748; Password 019679**.

Prior to voting on each agenda item, email comments for that agenda item will be read into the record, and 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 first identify themselves and to limit comments to five minutes.

- 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 May 11, 2020

6. ORDINANCES

7. RESOLUTIONS

- A. Consideration of Resolution of Appreciation Recognizing Retirement After 41 Years of Dedicated Service to the Village of Burr Ridge – Karen Thomas
- B. * Adoption of Resolution Granting an Extension For Completion of Subdivision Improvements for Fallingwater First Addition Subdivision

8. CONSIDERATIONS

- A. Discussion and Update Regarding Village Response to COVID 19 and Governor's Restore Illinois Plan
- B. Consideration of Providing Outdoor Seating Facilities in Downtown Burr Ridge
- C. Discussion and Update Regarding Fiscal Year 2020-21 Budget
- D. Discussion of Village Clerk Vacancy
- E. Request for Address Confirmation for All Elected Officials
- F. Discussion of Recommendation to Award a Professional Services Contract for Design Engineering and Plan Preparation of the Elm Street Culvert Replacement Project to Hampton, Lenzini and Renwick, Inc. of Woodridge, Illinois, in an amount not to Exceed \$51,320
- G. * Approval of Purchase of Ammunition for the Police Department from Kiesler Police Supply in the amount of \$5,995
- H. * Approval of Vendor List Dated May 26, 2020 for Fiscal Year 2019-2020 in the Amount of \$289,583.22 for all Funds Which Includes No Special Expenditures
- I. * Approval of Vendor List Dated May 26, 2020 for Fiscal Year 2020-2021 in the Amount of \$108,747.56 for all Funds, plus \$201,905.62 for Payroll for the Period Ending May 16, 2020, for a Grand Total of \$310,653.18, Which Includes No Special Expenditures

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 May 26, 2020
DATE: May 21, 2020

6. ORDINANCES

7. RESOLUTIONS

A. Recognizing Retirement of Karen Thomas

Please find attached a Resolution of Appreciation for Village Clerk and Principal Office Clerk Karen Thomas who is retiring effective May 29, 2020. Karen has worked for the Village for 41 years since November 1978. Karen's role as Principal Office Clerk included customer service to our residents, FOIA Officer, voter registrar, supervising the Village Hall front office staff, and many other duties. Karen has been the Village Clerk since February 1995. The attached Resolution provides a brief summation of Karen's many contributions to the Village of Burr Ridge.

It is our recommendation: That the Resolution of Appreciation be adopted.

B. Extend Subdivision Improvement Deadline – Fallingwater First Addition

The Fallingwater First Addition Subdivision is the addition of five lots on the north side of Cascade Circle in the Fallingwater Subdivision. The final plat for this subdivision was approved on July 23, 2018, and included the standard two-year completion deadline. At this time, the subdivision improvement construction has not yet begun.

The attached Resolution extends the improvement deadline to July 23, 2022. This property is bank owned as the original developer was unable to proceed with the subdivision. The bank is in the process of signing a contract with a developer to complete the subdivision improvements.

The Fallingwater Homeowners' Association has been closely involved with the development and has indicated they have no objection to the extension of the deadline. To staff's knowledge, no other circumstances have changed that would give reason not to extend the deadline.

It is our recommendation: That the Board adopt the Resolution.

8. CONSIDERATIONS

A. COVID 19 Update and Governor's Restore Illinois Plan

B. Outdoor Dining Accommodations for Burr Ridge Restaurants

(The following is a staff summary for both Agenda Items 8A and 8B) At the previous Board meeting, discussion took place regarding the Governor's Restore Illinois Plan and in particular, the potential to separate DuPage County from Cook County in determining when the County and Burr Ridge will move in to the next reopening Phase and our desire to get restaurants open in some capacity. It was noted that the DuPage Mayors and Managers Conference, with support from Burr Ridge, has requested that DuPage County be separated. At this time, there has been no response to that request and no change in the geographic boundaries for our region. Burr Ridge and DuPage County remain in the Northeast Region along with all of Cook County.

On May 20, the Governor modified Restore Illinois to allow outdoor restaurant dining as soon as we move into Phase 3 on May 29. While moving to Phase 3 is not assured, all indications are that the necessary benchmarks will be met on May 29. The Village web site will continue to provide updates in that regard.

In anticipation of restaurants being permitted to have outdoor dining starting May 29, Mayor Grasso has directed staff to begin preparing plans to assist Burr Ridge restaurants to expand their outdoor dining areas and asked to have this action item placed on the agenda for Board consideration.

- Tents with built-in lighting, fans, and removable sidewalls would be erected near the following locations:
 - Capri (20 tables)
 - Parking lot near County Wine Merchant, Dao, La Cabanita, etc. (45 tables)
 - Kirsten's Bakery (5 tables)
 - Patti's (15 tables)
 - Stix and Stones (10 tables)
 - Eddie Merlot's (20 tables)
 - Village Center Green (15 tables)
- Tables and chairs will be rented from the tent vendor and be placed at each outdoor dining location.
- Functionally, it will be up to each restaurant to determine whether to staff the seating areas with table-waiting service, or if they will be used simply as carryout options. Certain restaurants, such as Stix 'n Stones, do not offer any table-waiting service.
- Staff will work with management companies of both County Line Square and Village Center to coordinate staffing and cleaning of the outdoor dining areas by restaurants both before, during, and after dining closes.
- Staff recommends that outdoor dining be closed at a set time across all dining areas, as almost all tent locations will be utilizing public areas donated by property owners.
- Property owners, restaurateurs, and staff agree that use of indoor bathrooms at each restaurant is preferred. At the time of this writing, no Executive Order or legal statute explicitly prohibited this action.

Staff will continue to work through the weekend and up until May 29 to ensure further details not explicitly mentioned, such as trash receptacles, signage, are finalized with the input of property owners and restaurateurs.

The State has recently opined that they expect all Regions in Illinois to be in Phase 3 for a minimum of five weeks. To coincide with this guidance, staff has tentatively reserved all rental equipment for five weeks, but has requested that the rental vendor, Pro EM, bill the Village on a weekly basis in the event that the Northeast Region moves to Phase 4 in a different timeframe. Indoor dining will be permitted upon moving to Phase 4. This will allow the Village to remove elements of the tenting if they are not needed or continue use beyond the five-week period without incurring additional cost in either scenario. A more detailed cost structure is being developed at the time of this writing and will be provided ahead of the meeting.

It is anticipated that the cost of this program will be reimbursable via the Federal Government's Coronavirus Aid, Relief, and Economic Security (CARES) Act. In the interim, staff recommends that General Fund reserves be used to cover these costs.

It is our recommendation: That the Village Board authorize an expenditure to be used for the leasing of tents, tables, chairs, lighting, and other related rental costs for restaurants in Burr Ridge.

C. Fiscal Year 2020-21 Budget Update

The FY 2020-21 budget was approved by the Village Board on April 27, 2020. At that time, the Board directed staff to provide a monthly update of revenues and expenditures. Attached is a report from the Finance Department summarizing the current budget status. Finance Department staff will be in attendance at the meeting on Tuesday to review the budget update and answer any questions.

D. Village Clerk Vacancy

Effective May 29, 2020, Village Clerk Karen Thomas will be resigning from her position as Village Clerk. This is an elected office in the Village, and Karen's current term runs through May, 2021. Thus, the elected office will become vacant on May 30, 2020.

Currently, Assistant Village Administrator Evan Walter is appointed as Deputy Village Clerk. As such, staff will be handling the duties of the Village Clerk (minutes and certification of records) in the interim. Also during this interim time, Mayor Grasso may choose to appoint an acting Village Clerk (with the advice and consent of the Board of Trustees), and the Board may choose to place a Referendum on the ballot asking the voters if they want to make this an appointed position. That latter decision would need to be made before August of 2020 to be on the November 2020 ballot. If a Referendum is not on

the ballot or not approved, residents could file to run for the office of Village Clerk. The election is in April 2021 with a filing deadline in December of 2020.

This item is for discussion only. No action is needed by the Board at this time.

E. Address Confirmation of All Elected Officials

Based on inquiries received from a variety of sources regarding the residency of Trustee Mottl, on May 1 the Village Clerk requested that all eight elected Village officials (Mayor, six Trustees, and Village Clerk) verify their current address. Explicit confirmation of current address was received from all elected officials except Trustee Mottl who instead indicated that his “residency has not changed.” Attached is a redacted copy of said email with responses from each elected official. Upon the advice of the Village Attorney, this matter has been placed on the agenda for Board action.

It is our recommendation: That the Board of Trustees direct Trustee Mottl to provide the address of his current residency.

F. Contract for Engineering of Elm Street Culvert Project

The Stormwater Management Fund FY20-21 revised approved budget includes \$52,000 to design the preferred option for replacing the corrugated metal pipe culvert beneath Elm Street near Elm School. This second phase of the engineering design would provide plans and specifications from which the Village would solicit bids from contractors for the construction of the pipe replacement. The FY20-21 budget waitlisted funds to construct the culvert, but allocated funds to finalize its design and be prepared should ample revenue become available or if pipe replacement becomes more urgent. The metal pipe is at the end of its useful life, but Public Works staff are routinely monitoring its condition, and to-date, are noting that the pipe is not imminently failing.

The engineering consulting firm of Hampton, Lenzini and Renwick, Inc., completed the preliminary engineering to assess options and recommend an appropriate size for the culvert pipe replacement. This report is included in the Board Packet and has been reviewed by the Stormwater Committee. Staff recommend this report be received and filed.

To continue into the design phase, a preferred option should be selected by the Village Board, which must include some tolerance for Elm Street flooding. Even the largest culvert could not eliminate all occurrences of roadway flooding, because the 63rd Street Ditch profile flattens naturally at Elm Street, such that floodwaters are not flowing as rapidly through this passage. The engineer’s recommendation is a single-celled box culvert pipe. Double-celled box culverts are a significantly greater cost. Single-celled box culverts, ranging in width from 8 feet to 12 feet, could reduce flooding frequency down to approximately once in 5 years from the existing condition of 1-2 times every

year. The estimated cost for single-celled culverts ranges from \$289,000 to \$403,000. The Stormwater Committee supports this recommendation.

Several Stormwater Committee members and an adjacent resident questioned if a larger culvert could reduce flooding near homes on Elm Street and if doing so would push the flooding problem downstream. Our consultant's analyses were verified by DuPage County, and concluded that the existing metal pipe is a pinch point for most every storm and when its capacity is exceeded, the over-the-road stormwater conveyance acts like an equivalent-sized, large culvert pipe in all cases. Therefore, providing a larger culvert would not increase or decrease the downstream flood flows; rather, Elm Street would be acting less frequently as an overflow. Also, Part 3708 in the Illinois Administrative Code governs construction in the regulatory floodway, and states that projects cannot remove flood plain or flood storage, nor increase flood plain or velocity elsewhere. Therefore, significant flood plain improvements cannot be achieved at this location by replacing the culvert pipe.

The Elm School administration has no preference on the culvert design. Our Engineering Division will continue coordination with the school's Principal and the district's Director of Facilities when the culvert construction project is scheduled.

The firm of Hampton, Lenzini and Renwick, Inc. of Woodridge, Illinois, can continue with the design of the culvert pipe preferred option. This firm has successfully completed similar design work on projects in Schaumburg, Woodridge, Westmont, and DuPage County. The firm successfully completed our 2018 study with the Village of Hinsdale on the culvert pipe located in the Katherine Legge Memorial Park, and its personnel have extensive local experience with floodplain management and permitting procedures.

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. The selected culvert option will not affect the engineering fee because plan preparation effort with these standard-sized pipes will be identical regardless of size.

It is our recommendation: That a contract be awarded for the engineering and plan preparation on the Elm Street Culvert Pipe Replacement to Hampton, Lenzini and Renwick, Inc. of Woodridge, Illinois, in an amount not to exceed \$51,320.00.

G. Purchase of Ammunition for Police Department

The FY 20-21 Budget includes the purchase of ammunition for training and duty use. This purchase replenishes the police department training ammunition for the year. The purchase price from Kiesler Police Supply is \$5,995. This price is based on the current State of Illinois contract pricing.

It is our recommendation: That the purchase of ammunition be approved.

H. Vendor List of May 26, 2020 for Fiscal Year 2019-2020

Attached is the vendor list dated May 26, 2020 for fiscal year 2019-20 in the amount of \$289,583.22 for all funds, which includes no special expenditures.

It is our recommendation: That the May 26, 2020 vendor list for fiscal year 2019-20 be approved.

I. Vendor List of May 26, 2020 for Fiscal Year 2020-21

Attached is the vendor list dated May 26, 2020 for fiscal year 2020-21 in the amount of \$108,747.56 for all funds, plus \$201,905.62 for payroll for the period ending May 16, 2020, for a grand total of \$310,653.18, which includes no special expenditures.

It is our recommendation: That the May 26, 2020 vendor list for fiscal year 2020-21 be approved.

9. PUBLIC COMMENTS

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MAY 11, 2020

CALL TO ORDER The Regular Meeting of the Mayor and Board of Trustees of May 11, 2020, was held and called to order at 7:06 p.m. by Mayor Gary Grasso. 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.

PLEDGE OF ALLEGIANCE Pledge of Allegiance was led by Mayor Gary Grasso.

ROLL CALL was taken by the Village Clerk and the results denoted the following present via video Team Meeting: Trustees Franzese, Schiappa, Mital, and Mayor Grasso. Trustees Paveza and Snyder were present telephonically due to connection issues. Absent was Trustee Mottl (Mayor Grasso noted that Trustee Mottl did not give notice of his absence as is the practice of the Board). Also present via video Team Meeting: Village Administrator Doug Pollock, Assistant Village Administrator Evan Walter, Finance Director Jerry Sapp, Assistant Finance Director Amy Nelson, Director of Public Works Dave Preissig, Police Chief John Madden, Deputy Chief Marc Loftus, Village Clerk Karen Thomas and Village Attorney Mike Durkin.

PRESENTATIONS AND PUBLIC HEARINGS There were none.

Mayor Grasso asked if anyone wanted anything removed from the Consent Agenda. Trustee Franzese asked that item 5A be removed.

CONSENT AGENDA – OMNIBUS VOTE After reading the Consent Agenda by Mayor Gary Grasso, motion was made by Trustee Franzese and seconded by Trustee Paveza that the Consent Agenda – Omnibus Vote (attached as Exhibit A) (Except 5A), 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.

On Roll Call, Vote Was:

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

NAYS : 0 – None

ABSENT: 1 – Trustee Mottl

There being five affirmative votes the motion carried.

RECEIVE AND FILE ECONOMIC DEVELOPMENT COMMISSION MEETING OF MAY 6, 2020 were noted as received and filed under the Consent Agenda by Omnibus Vote.

APPROVAL OF AN ORDINANCE GRANTING A PUD AMENDMENT TO PERMIT A NEW INDEPENDENT LIVING APARTMENT BUILDING, ADDITIONS TO SEVERAL ADDITIONAL EXISTING BUILDINGS, ADDITIONAL PARKING SPACES, AND ANCILLARY REVISIONS OF THE INTERIOR ROADWAYS AND RELATED

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ENGINEERING FEATURES AT THE SUBJECT PROPERTY (Z-01-2020: 6101 COUNTY LINE ROAD; KING- BRUWAERT HOUSE) the Board, under the Consent Agenda by Omnibus Vote Approved the Ordinance.
THIS IS ORDINANCE A-834-07-20

ADOPTION OF RESOLUTION RESCINDING THE WITHDRAWAL OF THE VILLAGE OF BURR RIDGE FROM THE INTERGOVERNMENTAL PERSONNEL BENEFIT COOPERATIVE AND THE SOUTH CENTRAL DUPAGE COUNTY BENEFITS POOL the Board, under the Consent Agenda by Omnibus Vote Adopted the Resolution.
THIS IS RESOLUTION R-13-20

APPROVAL OF RECOMMENDATION TO AUTHORIZE THE LICENSE AGREEMENT EXTENSION WITH THE ILLINOIS DEPARTMENT OF NATURAL RESOURCES ALONG THE I & M CANAL FOR THE BEDFORD PARK WATER TRANSMISSION MAIN the Board, under the Consent Agenda by Omnibus Vote Authorized the Extension.

APPROVAL OF REQUEST FROM THE I & M CANAL NATIONAL HERITAGE CORRIDOR FOR DONATION FROM HOTEL/MOTEL TAX FUND FOR THE VILLAGE'S 2020 ANNUAL CONTRIBUTION the Board, under the Consent Agenda by Omnibus Vote Approved the Request.

APPROVAL OF VENDOR LIST DATED MAY 11, 2020 FOR FISCAL YEAR 2019-20, IN THE AMOUNT OF \$294,444.81 FOR ALL FUNDS, PLUS \$194,912.33 FOR PAYROLL FOR THE PERIOD ENDING APRIL 18, 2020, FOR A GRAND TOTAL OF \$489,357.14 WHICH INCLUDES SPECIAL EXPENDITURES OF \$21,019.55 TO FEDERAL SIGNAL CORPORATION FOR THE UPFITTING OF TWO POLICE SQUADS, AND \$185,774.10 TO CECCAN PLUMBING FOR WATER MAIN REPLACEMENTS the Board, under the Consent Agenda by Omnibus Vote Approved the Vendor List for the Period ending May 11, 2020 for Fiscal Year 2019-20 plus Payroll for the Period Ending April 18, 2020.

APPROVAL OF VENDOR LIST DATED MAY 11, 2020 FOR FISCAL YEAR 2020-21, IN THE AMOUNT OF \$107,489.86 FOR ALL FUNDS, PLUS \$184,333.75 FOR PAYROLL FOR THE PERIOD ENDING MAY 2, 2020, FOR A GRAND TOTAL OF \$291,823.61, WHICH INCLUDES SPECIAL EXPENDITURES OF \$92,528 TO MONROE JX TRUCK CENTER FOR THE UNIT 33 PETERBILT TRUCK the Board, under the Consent Agenda by Omnibus Vote Approved the Vendor List for the Period ending May 11, 2020 for Fiscal Year 2020-21 plus Payroll for the Period Ending May 2, 2020.

APPROVAL OF REGULAR BOARD MEETING OF APRIL 27, 2020

Trustee Franzese stated that he wanted the minutes removed from the Consent Agenda because at the last meeting there was a censorship resolution of Trustee Mottl and despite our Rule #9 of Section

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2.67 of the Municipal Code that states that Board members with an interest in the issue should not be voting, Trustee Mottl chose to vote anyhow.

Mayor Grasso asked Village Attorney Mike Durkin if it was proper procedure to show that even though Robert Rules would not permit Mayor Grasso, as chair of the meeting, to prevent any Trustee from voting, the record should note that Trustee Mottl did vote in violation of our Rule #9. Then if correct, the amendment would state that the vote was 5-1, but Trustee Mottl voted in violation of our Rule #9.

Mr. Durkin advised that a Point of Order should be raised after the vote is taken and noted that even though Roberts Rule does state that you should not vote on a matter that you have a direct personal interest in, it does state “no member can be compelled to refrain from voting in such circumstances”. Mr. Durkin went on to advise that even though there is a rule and he is voting contrary to that rule, it should be pointed out in a Point of Order after the votes are tallied and the chair announces the motion has carried. The Trustee could then raise a Point of Order and then the chair would be able to address it in the same matter the Mayor did at the last meeting and again tonight.

Mayor Grasso stated that Trustee Franzese could make a motion to amend the minutes with a Point of Order and under the Point of Order, a notation that would state that Trustee Mottl was apprised of Rule #9 and he insisted on voting anyhow even though Rule #9 states he shall not vote.

Motion was made by Trustee Franzese and seconded by Trustee Schiappa to amend the minutes with a Point of Order raised and the subsequent annotation made as referenced above.

On Roll Call, Vote Was:

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

NAYS : 0 – None

ABSENT: 1 – Trustee Mottl

There being five affirmative votes the motion carried.

Village Attorney Mike Durkin asked Mr. Brad Miller, from Orbis IT Support, if he would be able to tell if an absent trustee joined the meeting at any point. Mr. Miller stated yes, that he would see his phone number come up. Attorney Durkin asked that the Village Clerk be advised if the trustee joins so he can be included in the roll call.

CONSIDERATION OF AN ORDINANCE AMENDING THE VILLAGE OF BURR RIDGE PERSONNEL MANUAL REGARDING A POLICY PROHIBITING DISCRIMINATION AND HARASSMENT

Village Administrator Doug Pollock stated that this is an amendment to the Personnel Manual, Ordinance #661. The changes to the policy include clarification that all Village officials, elected and appointed, and staff are subject to the policy and clarifying policies related to supervisory responsibility, complaint investigation and reporting, and also adds education and training regarding harassment is required for all Village officials and staff.

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Village Attorney Mike Durkin added that the most significant change is that annual training must be provided and that also includes training for elected officials.

Motion was made by Trustee Schiappa and seconded by Trustee Snyder to Approve the Ordinance.

Mayor Grasso asked if there was any discussion. There was none.

Mayor Grasso asked Village Administrator Pollock if anyone from the public had called or emailed comments. Mr. Pollock stated there were none.

Mayor Grasso asked if Trustee Mottl had joined the meeting. Mr. Miller advised no.

On Roll Call, Vote Was:

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

NAYS : 0 – None

ABSENT: 1 – Trustee Mottl

There being five affirmative votes the motion carried.

THIS IS ORDINANCE A-661-01-20

**CONSIDERATION OF AN ORDINANCE AMENDING SECTION 25.19, ENTITLED
“LIQUOR CONTROL COMMISSIONER,” OF THE BURR RIDGE VILLAGE CODE**

Village Administrator Pollock advised that this is an amendment to the Municipal Code to mirror state law which allows the Village President or Mayor to appoint a designee as Liquor Control Commissioner.

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

Mayor Grasso asked if there was any discussion. There was none.

Village Attorney Mike Durkin added that this amendment is just to add the phrase “for his/her designee”. He advised that this is found in the State Liquor Control Act and the Municipal Code did not mirror that the Village President/Mayor or designee of the Village President shall be Liquor Control Commissioner.

Mayor Grasso asked Village Administrator Pollock if anyone from the public had called or emailed comments. Mr. Pollock stated there were none.

Mayor Grasso asked if Trustee Mottl had joined the meeting. Mr. Miller advised no.

On Roll Call, Vote Was:

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

NAYS : 0 – None

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ABSENT: 1 – Trustee Mottl
There being five affirmative votes the motion carried.
THIS IS ORDINANCE A-222-04-20

**CONSIDERATION OF ADOPTION OF RESOLUTION OF APPRECIATION
RECOGNIZING RETIREMENT AFTER 24 YEARS OF DEDICATED SERVICE TO THE
VILLAGE OF BURR RIDGE – BARB JOYCE**

Mayor Grasso read the Resolution.

Motion was made by Trustee Schiappa and seconded by Trustee Franzese to Adopt the Resolution.

Mayor Grasso asked if there was any public comments. Village Administrator Pollock advised there were none.

The Motion was adopted by a unanimous voice vote of the Board of Trustees.
THIS IS RESOLUTION R-14-20

**DISCUSSION OF GOVERNOR’S RESTORE ILLINOIS RECOVERY PLAN AND
ALTERNATIVES**

Mayor Grasso advised that the DuPage County Mayors and Managers Conference’s Executive Board voted today to authorize Mayor Chirico (Mayor of Naperville) and President of the Executive Board to advocate on behalf of DuPage municipalities to be allowed to move to phase three of the Governor’s plan based on DuPage’s numbers alone. If that was not possible, then if they could do so as District 8 under the medical districts of the Illinois Dept. of Public Health. Finally, if the Governor will not allow either option, they would request to do it as a collar county separate from Cook County and the City of Chicago and only if this was consistent with all the health metrics of the DuPage County Board of Health.

Mayor Grasso went on to say he supports the DuPage Mayors and Managers and must correct his Mayor’s message of today. He characterized this as a breakaway from the Governor’s plan and that language is probably a little too strong. Everyone including him and all the Mayors that have been speaking on this want to cooperate with the Governor. The Governor is probably in a hard spot trying to make a determination based on trying to balance the medicine, public science and all the economic bad news he is getting about Illinois. So breakaway was probably a little too strong a phrase but DuPage is trying to get the message to the Governor that our metrics are bringing us into phase three a lot sooner than Chicago and we want to open sooner. In the Governor’s press conference today, he said that if he saw a change in circumstances he might consider tweaking his plan.

Mayor Grasso asked the Trustees whether they would agree that if the metrics are such and we are safely able to move to phrase three and open in accordance with the social distancing rules, would

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they be in favor of doing that. Mayor Grasso added that he would like to get the Trustees feedback to make sure that all their questions are answered and their voices are being heard.

Trustee Paveza commented that he couldn't believe that they had put DuPage County in with Chicago and believes that this is a good plan.

Trustee Mital added she agreed with Trustee Paveza and the Mayor. She feels that the quicker we can start turning things around the better and that the longer we wait, the more detrimental it will be for the businesses. She is for opening gradually with some rules in place.

Trustee Schiappa advised that during the meeting of the Economic Development Committee that they discussed the pros and cons of opening the stores in Burr Ridge. There was unanimous agreement to opening the businesses with restrictions. He said he would like to leave the decision up to the public to visit the stores.

Trustee Franzese stated that the Village of Burr Ridge and surrounding communities have been doing what the Governor has asked us to do, and in doing so, have brought our statistics down. He added that our resident's safety is our number one concern and that everyone is doing their best. He believes we should be able to go into phrase three with limited reopening of business and restaurants.

Trustee Snyder agreed with Trustee Franzese and thanked him for his comments.

Mayor Grasso added that he cannot see opening our businesses and leaving our restaurants closed. He thought if we used the same parameters, he would like to advocate that the Burr Ridge Village Board is in favor of opening both stores and restaurants when we move into Phase 3 of the Governor's Restore Illinois Plan. Mayor Grasso asked if there were any Trustees that did not agree with this plan. There were none.

Mayor Grasso again added that he may have overstated the message in his Mayor's message today. He clarified that it is more trying to convince the Governor the statistics show we are all meeting the metrics of less than 20% positivity, we have the hospital availability of beds, ICU units and ventilators readily available and that we can take care of our patients safely.

Mayor Grasso asked Village Administrator Pollock if there was any public comments. Mr. Pollock was not aware of any notifications and asked if there was anyone on the line that would like to speak. There were none.

CONSIDERATION OF A MEMORANDUM OF AGREEMENT EXTENDING THE TERM OF THE COLLECTIVE BARGAINING AGREEMENT WITH THE METROPOLITAN ALLIANCE OF POLICE, BURR RIDGE COMMAND CHAPTER 13 (CORPORALS AND SERGEANTS)

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CONSIDERATION OF MEMORANDUM OF AGREEMENT EXTENDING THE TERM OF THE COLLECTIVE BARGAINING AGREEMENT WITH LOCAL 150 OF THE INTERNATIONAL OPERATING ENGINEERS (PUBLIC WORKS)

Mayor Grasso asked for a motion to combine and approve the two items.

Motion was made by Trustee Paveza and seconded by Trustee Schiappa to combine into one motion and Approve the Recommendations.

Village Administrator Doug Pollock advised that there are three unions in the village. The Teamsters, who represent the patrol officers, are entering into the third year of a four year contract. Their contract gives them a 2.75% raise which was effective May 1st. Mr. Pollock stated that the Village went to the Teamsters with the intent on freezing all May 1st cost of living adjustments. However, the union did not want to amend their contract so they will be getting their raise. Given that the patrol officers are receiving the 2.75% under their contract, the Personnel Committee and Chief Madden are recommending that the MAP contract with the Corporal and Sergeants be extended one year to match the patrol officer's contract with the only change being that they would receive the same 2.75% cost of living adjustment on May 1st.

Mr. Pollock went on to explain that the public works contract is different in that they do not have the right to binding arbitration. They have agreed to accept a 6 month extension without any cost of living raise in exchange for no layoffs. Mr. Pollock added that the Village still reserves the right to furlough if needed. The Personnel Committee and Public Works Director David Preissig are recommending this amendment.

In answer to Trustee Snyder, Mr. Pollock clarified the 6 months extension with the International Operating Engineers Local 150 contract that represents Public Works and that there will be no cost of living increase with the understanding that there would be no layoffs but that does not mean no furloughs if necessary.

Trustee Snyder asked if the 2.75% increases given were included in the budget. Mr. Pollock stated that they did include all the increases in the budget so the freeze in the public works department will help keep the budget balanced.

Mayor Grasso extended his appreciation to Local 150 of the International Operating Engineers and recognized their willingness to work with the Village in difficult times and wanted that noted in the minutes.

Mayor Grasso asked if there was any other comments. There were none.

Mayor Grasso asked if there was any public comments. Village Administrator Pollock advised there were none.

Regular Meeting
Mayor and Board of Trustees, Village of Burr Ridge
May 11, 2020

Mayor Grasso asked if Trustee Mottl had joined the meeting. Mr. Miller advised he had not.

On Roll Call, Vote Was:

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

NAYS : 0 – None

ABSENT: 1 – Trustee Mottl

There being five affirmative votes the motion carried

PUBLIC COMMENTS

Mayor Grasso asked if there were any public comments. He asked to give the public a few moments to call in. There were none.

Village Administrator Doug Pollock advised that there were no written email public comments.

REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS

Trustee Schiappa stated he had received a letter on April 27th from Krystle Downs, a resident. Trustee Schiappa stated he had talked to the resident and she asked that the letter be read into the record. Trustee Schiappa read the letter and a copy will be filed as an addendum to the minutes.

Trustee Schiappa commented that residents are noticing and taking time to express their feelings about our board meetings. He agreed with Ms. Down's letter that personal attacks and agendas do not belong at the meetings. He encourages his fellow board members to keep the business of Burr Ridge in the boardroom and stay away from any personal attacks.

Trustee Mital thanked Chief Madden, Public Works Director David Preissig and the Mayor for facilitating the use of the digital boards. As of today, the Village of Burr Ridge has a 72.4 % response to the Census.

Trustee Mital suggested the Board do something to raise the morale of the residents. She believes it would be a nice way to encourage them and applaud their efforts during this time of COVID-19.

Mayor Grasso stated that the idea was a good one and said he is open to ideas on how we could organize something like this.

Trustee Mital added that the Events Committee is waiting for guidance from the Mayor and Board and whether we are able to open the stores and restaurants. Once they are open, the Events Committee can move forward to see if they will be able to do something this year.

Regular Meeting
Mayor and Board of Trustees, Village of Burr Ridge
May 11, 2020

Village Administrator Doug Pollock wanted to add that they had received feedback from several of the business that were involved in the Tourism Recovery Program. They were expressing their appreciation for the program and the support they are getting from the Village.

Trustee Franzese asked if Mr. Pollock would forward those letters and emails to the Trustees. Mr. Pollock said he would.

Mayor Grasso added that he had gotten an email just a few hours before the meeting from one of the businesses that received a check and the attached letter from him. They had wanted to know if the letter was authentic and the check was real. They were very appreciative of it and yet suspicious of it! Mayor Grasso added that it gave him a little chuckle.

Mayor Grasso noted that the next meeting will be on Tuesday, May 26th due to the Memorial Day holiday.

Also, the Village Clerk has started a new program, at the Mayor's request, to verify all addresses every May 1st for all Trustees, the Mayor and the Village Clerk. At this time only one trustee has not provided an address. If it is not received by the next board meeting, there will probably be an agenda item on it.

The Mayor advised that they have received another 3500 masks. So far the Village has given away over 5000 masks and will schedule another date in the near future for another mask distribution.

Mayor Grasso stated he is letting the Declaration of Emergency expire tonight. He does not believe another one is needed and will not renew it. He advised if you look at the curve and just apply it to Burr Ridge, it is plummeting downward and that is showing how the Stay at Home order has worked.

Motion was made by Trustee Snyder and Seconded by Trustee Mital that the Regular Meeting of May 11, 2020 be adjourned.

The Motion was approved by a unanimous voice vote of the Board of Trustees and the meeting was adjourned at 8:02 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.

Karen J. Thomas
Village Clerk
Burr Ridge, Illinois

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

April 27^h 2020

Krystle Johnson Downs
[REDACTED]
Burr Ridge, IL 60527
[REDACTED]
[REDACTED]

Mayor Grasso, Trustees, and Officials
Village of Burr Ridge
7660 County Line Road
Burr Ridge, IL 60527

Dear Mayor Grasso, Trustees, and Officials:

For the benefit of the Village of Burr Ridge, I strongly request, beginning immediately and moving forward, that all of you leave your egos, personal agendas, and opinions of your colleagues outside of all official village functions.

Enough is enough. Please stop wasting minutes at scheduled meetings to defame fellow officials and researching bylaws strictly with the intention of censuring fellow appointees. Outside of meetings, please refrain from speaking to the press about such personal actions, further tarnishing the reputation of the Village of Burr Ridge. It is embarrassing that this is the continued behavior of our elected officials. We do not need any more bad press. It is disgraceful and disheartening to continually read about the goings on at these meetings. Differences in opinion are to be expected, however, those need to be strictly based on the betterment of the village and worked out constructively among the presiding members. We need local leaders who are vigilant about coming together for the benefit of the constituents that they represent. You are elected servants of the people of this town. Please respect that privilege and exercise that power bestowed upon all of you, for the betterment of this community.

There are a handful of issues that matter to the residents of the community that could certainly use your attention for more positive outcomes:

- Our schools (both elementary and high school) continue to present an inequity in the quality of education that is offered among the institutions that service the residents.
- In the wake of Sterigenics, our home values have depreciated tremendously and are continuing to lose value. The current "Stay at Home" order further dampens these negative impacts on our real estate market.
- The impending deficit and budgetary constraints the "Stay at Home" order will impose long term on the Village of Burr Ridge and local businesses.
- Most importantly, the lives of residents in Burr Ridge, which we are literally losing to the Covid-19 pandemic.

Certainly, any of the aforementioned matters would be better suited to your collective efforts, as elected officials. We need leaders who will work together to improve this neighborhood and further exemplify that the Village of Burr Ridge, is indeed, "A Very Special Place".

The citizens of this community deserve better, and now more than ever, WE NEED BETTER. I, and the residents of Burr Ridge, look forward to your timely response.

Sincerely,
Krystle Johnson Downs

RESOLUTION NO. R- -20

**RESOLUTION OF APPRECIATION RECOGNIZING RETIREMENT
AFTER 41 YEARS OF DEDICATED SERVICE TO THE VILLAGE OF BURR RIDGE
KAREN THOMAS**

WHEREAS, Karen Thomas has provided exceptional service to the Village of Burr Ridge since November 1, 1978 and will, on May 29, 2020, retire from her full time position as Principal Office Clerk and from her elected position as Village Clerk; and

WHEREAS, Karen Thomas began work with the Village as a part-time employee and has been a full-time employee since December 16, 1987; and

WHEREAS, Karen Thomas was appointed the Village Clerk on February 1, 1995 and subsequently elected six times by the voters of Burr Ridge to the Office of Village Clerk, faithfully carrying out the duty of accurately maintaining all official records of the Village of Burr Ridge; and

WHEREAS, Karen Thomas has served with six Village Presidents and three Village Administrators, all of whom depended on her for providing prompt, thorough, and accurate information about all matters relevant to the Village of Burr Ridge; and

WHEREAS, Karen Thomas, among her many accomplishments during her career at the Village of Burr Ridge, modernized the Village's record keeping capacity by implementing the Laserfiche project, a digital imaging program of all Village files, which required inventory of files, training of staff, and the on-going monitoring of the process; and

WHEREAS, Karen Thomas has been the Freedom of Information Officer for the Village and has contributed immensely to the values of open and transparent Village government; and

WHEREAS, Karen Thomas has served as the Voter Registrar and Elections Clerk for the Village and has been instrumental in ensuring that candidates provide accurate qualifications to be placed on the ballot and that eligible Burr Ridge residents are registered to vote; and

WHEREAS, Karen Thomas, as manager of the front office staff, took great pride in providing smooth, friendly, and efficient customer service - creating a culture within the Village Hall of respect and service to the residents of Burr Ridge; and

WHEREAS, Karen Thomas is highly respected, admired, and loved by her fellow co-workers at the Village of Burr Ridge, always providing assistance when needed, and showing her genuine care and thoughtfulness;

WHEREAS, Karen Thomas, by virtue of her 41 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 Karen Thomas's exemplary service and dedication to the Village of Burr Ridge over the past 41 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 Karen Thomas 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 her retirement after completing 41 years of service to the Village.

ADOPTED this 26th day of May, 2020, by an unanimous voice vote of the Board of Trustees:

AYES:

NAYES:

ABSENT:

APPROVED this 26th day of May 2020, by the Mayor of the Village of Burr Ridge.

Mayor

ATTEST:

Village Clerk

RESOLUTION NO. R-__-20

RESOLUTION GRANTING AN EXTENSION FOR COMPLETION OF SUBDIVISION
IMPROVEMENTS FOR FALLINGWATER FIRST ADDITION SUBDIVISION

WHEREAS, the Board of Trustees, on July 23, 2018, adopted Resolution R-26-18 approving the "Final Plat of Subdivision Fallingwater First Addition"; and

WHEREAS, the final engineering plans were approved by the Village Engineer, but the required subdivision improvements have not yet been started; and

WHEREAS, an extension of the improvement period is necessary to allow the developer to complete the subdivision improvements; and

NOW THEREFORE, Be It Resolved by the Mayor and Board of Trustees of the Village of Burr Ridge, Cook and DuPage Counties, Illinois, as follows:

Section 1: That the deadline for completion of the subdivision improvements for Fallingwater First Addition is hereby extended from July 23, 2020 to July 23, 2022.

Section 3: That the letter of credit shall be maintained as per Resolution R-26-18 except that said Letter of Credit shall be extended to July 23, 2022 or a later date.

Section 5: That all subdivision improvements shall be completed prior to the extended deadline of July 23, 2022 as per Resolution R-26-18.

Section 5: That this Resolution shall be in full force and effect from and after its adoption and approval as required by law.

ADOPTED this 26th day of May, 2020, by the Corporate Authorities of the Village of Burr Ridge on a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this 26th day of May, 2020, by the Mayor of the Village of Burr Ridge.

Mayor

ATTEST:

Village Clerk

From: [James Lesko](#)
To: [Evan Walter](#); [Douglas Pollock](#)
Subject: Falling Water Improvements Letter of credit - Oxford Bank
Date: Tuesday, May 5, 2020 12:10:23 PM
Attachments: [image5deee1.PNG](#)
[imageede2f2.PNG](#)
[imaged6c2cc.PNG](#)

Evan/Doug,

Oxford Bank has an L/C for Falling Waters in the amount of \$676,665, which expires on June 10, 2020.

I am sending this email to request an extension on our L/C for the improvements to the five platted lots in Falling Water. Michael Pawlak, who was formerly in charge of the project, had heart surgery and has now retired. Because of Mr. Pawlak's retirement, I have taken over responsibility for this project. I have worked successfully with the Village on the disposition of other bank owned property (which Doug may recall) and hope to work closely with you again in a transparent and cooperative manner.

Per my conversation with Evan prior to Covid-19, I would look to obtain a two year extension (or a one year extension with built-in one year extension option for a fee) and will work with qualified developers (I have active discussions going on this project). This time frame is necessary because any presumed developer will require/request prolonged due diligence plus we are assuming further delay starting due to the Covid-19 crisis. Please let me know any information you need and any requirements you may have including extension fees. I am happy to comply. I look forward to hearing back from you. – Jim Lesko Oxford Bank

James Lesko | Vice President, Commercial Lending

Direct Line:(630) 576-2280 | Fax:(630) 424-2980

1111 W. 22nd Street, Suite 800, Oak Brook, IL 60523



MAKING YOUR FINANCIAL LIFE BETTER



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Budget Impact Analysis

May 2020 Update



BURR RIDGE
FINANCE DEPARTMENT

Village Board Meeting

May 26, 2020

Amy Nelson, CPA
Assistant Finance Director

Jerry Sapp
Finance Director



FY 2019-20 and FY 2020-21 Status

- The FY 2020-21 operational budget is in effect as of 5/1/2020
- Finance's year-end closing and audit preparation is currently underway.
- The closing process will provide final but “unaudited” numbers to the auditors over the summer.
- The final budget picture for FY 2019-20 will not be 100% until the summer audit is conducted; however, a few year-end results have arrived in May 2020.
- For both FY 2019-20 and FY 2020-21, we will report results monthly as they become available.



Timing of Major Revenue Streams

- Village revenue is received at varied times throughout the year and can take up to three or more months to receive by the Village.
 - Received the following month:
 - Local Taxes of Hotel/Motel and Places of Eating
 - Building Permits, Fines, Rent Revenue
 - 2 Months Lag:
 - Utility Taxes of Gas, Electric, Telecom
 - Cable Franchise Fees
 - 3 Months Lag (or varied throughout the year):
 - Sale Tax
 - Income Taxes
 - Property Taxes (varied)



Current Budget Results to Report

- The Budget Impact Analysis provided in April 2020 projected a revenue shortfall of \$336,730 for FY 2019-20
- The primary impact for last fiscal year are during the months of March and April 2020.
- Items available to report on
 - Hotel/Motel Taxes as 4/30/2020 (unaudited)
 - Places of Eating Taxes as of 3/31/2020 (unaudited)
 - Motor Fuel Tax and as of 4/30/2020 (unaudited)
 - Rebuild Illinois Bonds for FY2020-21



Hotel/Motel Tax March and April Revenue Results

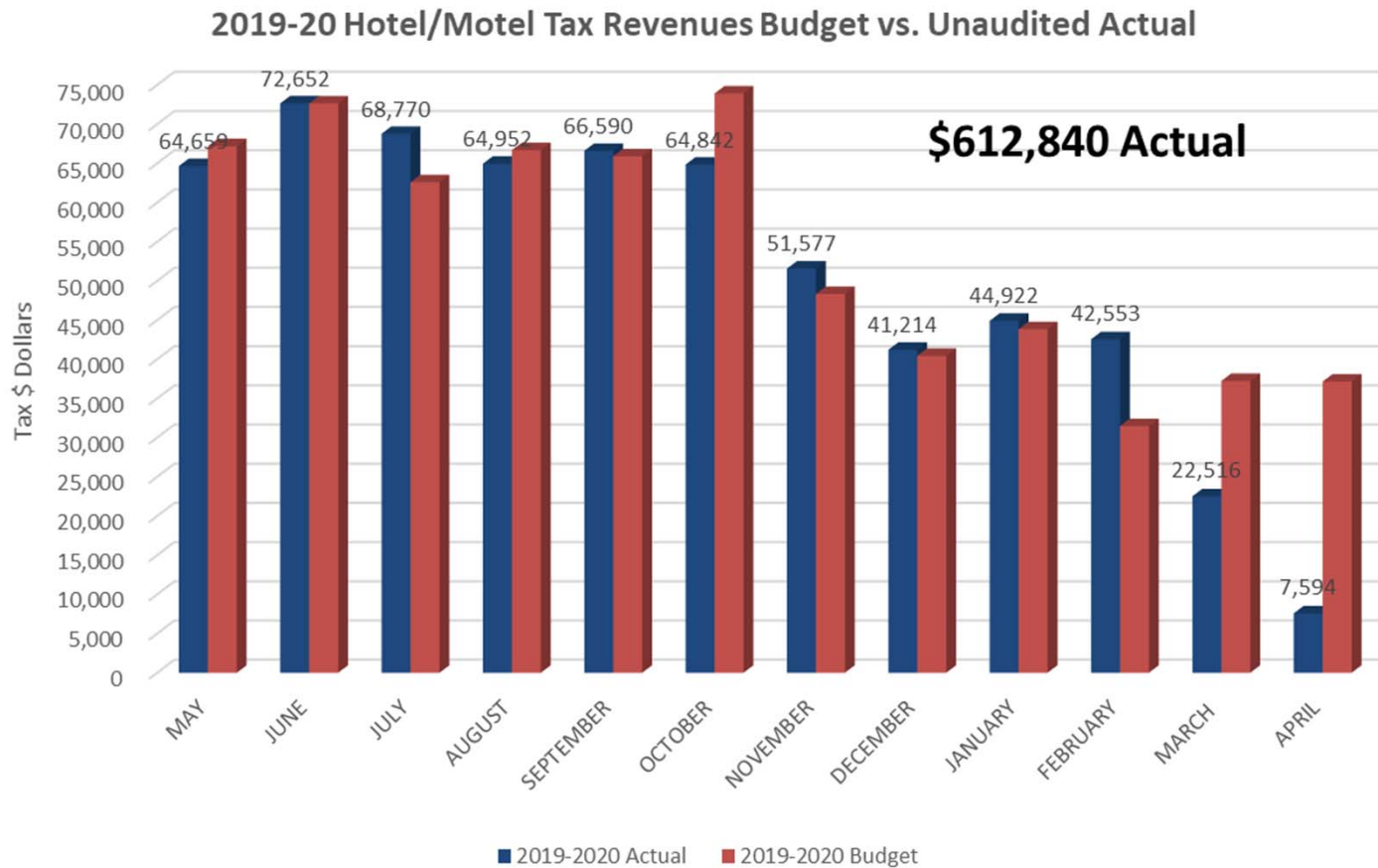
- March and April Hotel/Motel Tax revenues came in slightly higher than projected
 - Unaudited actual revenues came in at **1.2%** above of our original estimate
 - Original assumptions were as follows:
 - March - 5%-55% (depending on hotel) of normal revenues
 - April – 4.5% of normal revenues
- Overall for the year, the Hotel/Motel Tax Fund saw a -5.3% shortfall in revenues from the original FY19-20 Budget of \$647,420 due to the pandemic
- Below is a chart comparing the projected revenues for 19-20 vs. the unaudited actual:

Hotel/Motel Tax Fund			
	2019/2020 Estimated Actual	2019/2020 Unaudited Actual	Change
Hotel Motel/Taxes	\$ 605,620	\$ 612,840	\$ 7,220
Interest Income	4,930	4,930	-
Donations	14,550	15,550	1,000
Total Revenue	\$ 625,100	\$ 633,320	\$ 8,220



Hotel/Motel Tax 2019-20 Revenue Results

Below is a comparison of 2019-20 Actual Collections vs. 2019-20 Original Budget



Places of Eating Tax March Revenue Results

- Places of Eating Tax revenues for March came in higher than projected
 - Unaudited actual revenues for March came in at 24% above of the FY2019-20 estimated actual
 - Estimated \$12,600 in revenues vs. \$15,650 in actual receipts for March
 - 70% of business filed and paid on time or within 30 days of when due
 - Original assumptions were as follows showing a gradual increase over the course of the next few months:
 - March and April 50-80% reduction in normal revenues depending on the establishment
 - May – 70% reduction in normal revenues
 - June – 65% reduction in normal revenues
 - July – 60% reduction in normal revenues
 - Assumptions and revenues will be monitored as outdoor dining options become available and restaurant are allowed to re-open
 - April results are still pending due to the timing of when Places of Eating Tax returns are not due to be filed until the 20th of following month



Motor Fuel Tax Fund March and April Revenue Results

- March and April MFT Allotments came in slightly higher than projected
 - As shown below our unaudited actual revenues came in at **1.1%** above of our original estimate
 - Our original March and April assumption was 90% of normal revenues due to decreased consumption and consistent with IML's guidance. We will continue to monitor these assumptions.

Motor Fuel Tax Fund			
	2019/2020 Estimated Actual	2019/2020 Unaudited Actual	Change
Hotel Motel/Taxes	\$ 385,450	\$ 389,645	\$ 4,195
Interest Income	5,800	5,770	(30)
Total Revenue	\$ 391,250	\$ 395,415	\$ 4,165



Motor Fuel Tax Fund - Rebuild Illinois Bond Funds

- In mid-May, the Village received \$115,980 which was the first installment (of six) of state grant monies from the Illinois Department of Transportation (IDOT).
 - Due to the uncertainty of the pandemic and the State's budget, these monies were not budgeted
 - Funds projected to be distributed over 3 years in six installments for a total of \$695,880 (or over a longer period of time due to budgetary constraints)
 - There is specific guidance and grant requirements on the usage of these monies but we confirmed they cannot be used for the Road Program or General Fund operations, but could be used for the Sidewalk projects
 - Staff will provide further information regarding these funds at a future board meeting



Karen Thomas

From: Karen Thomas
Sent: Friday, May 1, 2020 9:01 AM
To: Gary Grasso
Subject: RE: Village Elected Officials - residence addresses

My residence address is [REDACTED]

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

From: Gary Grasso <ggrasso@burr-ridge.gov>
Sent: Friday, May 1, 2020 8:16 AM
To: Karen Thomas <kthomas@burr-ridge.gov>
Cc: Douglas Pollock <DPOLLOCK@BURR-RIDGE.GOV>
Subject: Village Elected Officials - residence addresses

Effective today, I am requesting the Village Clerk to annually (May 1st with the beginning of the fiscal year), request the Mayor and each Trustee to state in writing his or her village residence address, and for the Clerk to send her or his address to the Mayor. My residence address, continuously since March 1995, remains 6030 South Grant Street.

Please send the following email to each Trustee individually at her or his burr-ridge email address and any second email address you have for them:

"Beginning today, May 1st, the start of the fiscal year, the Mayor has asked the Clerk to annually verify the residence address of each elected official by return email before the first Board meeting in May to verify that each official meets the residency requirement for holding office. The next Village Board meeting is May 11th. Please send me your current Burr Ridge residence address before May 11th." Copy Mike Durkin on each email please.

Thanks./ GARY

GARY GRASSO, MAYOR

Burr Ridge, IL 60527
630.654.8181 (o)
312.498.3202 (c)

This message, including attachments, is covered by the Electronic Communication Privacy Act, 18 U.S.C., sections 2510-2521, is CONFIDENTIAL. If you believe you received this e-mail in error, do not read it. If you are not the intended recipient, you are hereby notified that any retention, dissemination, distribution, or copying of this communication is strictly prohibited. If the reader of this message is not the intended recipient, I did not intend to waive and do not waive any privileges or confidentiality of this message or the attachments. Please reply to the sender that you have received the message in error, then delete it. Also, please consider the environmental impact before printing emails.

Karen Thomas

From: Zachary Mottl
Sent: Wednesday, May 13, 2020 11:51 AM
To: Karen Thomas
Cc: [REDACTED]; Michael K. Durkin; Douglas Pollock
Subject: Re: Village Elected Officials

Clerk Thomas,

My residency has not changed.

Thanks,

Trustee Zach Mottl

> On May 12, 2020, at 11:37 AM, Karen Thomas <kthomas@burr-ridge.gov> wrote:
>

Trustee Mottl,

The Mayor, each of the other 5 Trustees, and I all provided precise addresses where we reside in the Village. How you can feel threatened could not be based on anything in my requests for your address. You did not answer my first request with an address. We understand that you vacated [REDACTED] and that it is for sale. Please provide an address where you are residing in Burr Ridge. If it is a temporary address, that is sufficient.

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

-----Original Message-----

From: Zachary Mottl <zmottl@burr-ridge.gov>
Sent: Tuesday, May 12, 2020 10:06 AM
To: Zachary Mottl <zmottl@burr-ridge.gov>
Cc: Karen Thomas <kthomas@burr-ridge.gov>; Michael K. Durkin <MDurkin@srd-law.com>; Douglas Pollock <DPOLLOCK@BURR-RIDGE.GOV>
Subject: Re: Village Elected Officials

Clerk Thomas,

I received your email today, stating that this was your second request for this information.

As you can see, I have already responded to you. What further information do you need?

Will you do your job and remove the mayor? He didn't meet the residency requirements to run for mayor or be sworn into office.

As I stated before, my address has not changed. My residence has not changed.

Do you ask other trustees for this information? Do you contact them multiple times? Did you confirm the mayor's residency information before swearing him in? Why are you treating me differently?

Your behavior is making me uncomfortable and I feel threatened. Please stop harassing me now.

Trustee Zach Mottl

> On May 2, 2020, at 11:55 AM, Zachary Mottl <zmottl@burr-ridge.gov> wrote:

Clerk Thomas,

I'm glad to hear you and the Mayor take residency requirements seriously.

You should recall that last year I wrote to you and Doug Pollock that Grasso was ineligible to run for office in Burr Ridge and was ineligible to be sworn into office because he claimed his primary residence, and claimed the resulting property tax reductions, was at his condo in Chicago located at 1357 W Grand Ave.

You and Doug never responded.

Now please do your job to enforce the law to have Mayor Grasso removed from office immediately.

My residence has not changed.

Trustee Zach Mottl

On May 1, 2020, at 9:47 AM, Karen Thomas <kthomas@burr-ridge.gov> wrote:

Trustee Mottl

Beginning today, May 1st, the start of the fiscal year, the Mayor has asked the Clerk to annually verify the residence address of each elected official by return email before the first Board meeting in May to verify that each official meets the residency requirement for holding office. The next Village Board meeting is May 11th. Please send me your current Burr Ridge residence address before May 11th.

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

Karen Thomas

From: Karen Thomas
Sent: Tuesday, May 12, 2020 9:55 AM
To: Zachary Mottl; [REDACTED]
Cc: 'Michael K. Durkin'
Subject: Village Elected Officials

Trustee Mottl,


This is my second request for you to provide me with your current residential address in the Village. Please email me today the street address in Burr Ridge where you are residing.

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

Karen Thomas

From: Anita Mital
Sent: Friday, May 1, 2020 12:23 PM
To: Karen Thomas
Subject: Re: Village Elected Officials

Karen,
My address is:


Burr Ridge, IL 60527

Thanks
Anita Mital

Sent from my iPhone

On May 1, 2020, at 9:45 AM, Karen Thomas <kthomas@burr-ridge.gov> wrote:

Trustee Mital

Beginning today, May 1st, the start of the fiscal year, the Mayor has asked the Clerk to annually verify the residence address of each elected official by return email before the first Board meeting in May to verify that each official meets the residency requirement for holding office. The next Village Board meeting is May 11th. Please send me your current Burr Ridge residence address before May 11th.

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

Karen Thomas

From: [REDACTED]
Sent: Saturday, May 2, 2020 4:31 PM
To: Karen Thomas
Subject: Re: Village Elected Officials

On May 1, 2020 at 9:48 AM Karen Thomas <kthomas@burr-ridge.gov> wrote:

Trustee Paveza

My address is [REDACTED]

Beginning today, May 1st, the start of the fiscal year, the Mayor has asked the Clerk to annually verify the residence address of each elected official by return email before the first Board meeting in May to verify that each official meets the residency requirement for holding office. The next Village Board meeting is May 11th. Please send me your current Burr Ridge residence address before May 11th.

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

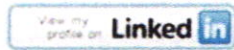
Karen Thomas

From: Joseph T. Snyder [REDACTED]
Sent: Friday, May 1, 2020 10:02 AM
To: Karen Thomas
Subject: RE: Village Elected Officials

I live at [REDACTED] Burr Ridge Illinois 60527
thanks

Joseph T. Snyder
Snyder Insurance & Financial Services
1021 75th St. Darien, IL 60561

Main: (630) 960-4848 | **FAX:** (630) 960-4870



From: Karen Thomas <kthomas@burr-ridge.gov>
Sent: Friday, May 1, 2020 9:52 AM
To: Joseph Snyder <jtsnyder@burr-ridge.gov>; Joseph T. Snyder [REDACTED]
Cc: 'Michael K. Durkin' <MDurkin@srd-law.com>
Subject: Village Elected Officials

Trustee Snyder

Beginning today, May 1st, the start of the fiscal year, the Mayor has asked the Clerk to annually verify the residence address of each elected official by return email before the first Board meeting in May to verify that each official meets the residency requirement for holding office. The next Village Board meeting is May 11th. Please send me your current Burr Ridge residence address before May 11th.


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

Karen Thomas

From: Tony Schiappa
Sent: Friday, May 1, 2020 9:58 AM
To: Tony Schiappa; Karen Thomas
Cc: 'Michael K. Durkin'
Subject: Re: Village Elected Officials

Karen

My home address is:


Burr Ridge, IL 60527

Thank you,

Tony

Tony Schiappa

From: Karen Thomas <kthomas@burr-ridge.gov>
Sent: Friday, May 1, 2020 9:52:34 AM
To: Tony Schiappa <tschiappa@burr-ridge.gov>
Cc: 'Michael K. Durkin' <MDurkin@srd-law.com>
Subject: Village Elected Officials

Trustee Schiappa

Beginning today, May 1st, the start of the fiscal year, the Mayor has asked the Clerk to annually verify the residence address of each elected official by return email before the first Board meeting in May to verify that each official meets the residency requirement for holding office. The next Village Board meeting is May 11th. Please send me your current Burr Ridge residence address before May 11th.

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

Karen Thomas

From: Guy Franzese [REDACTED]
Sent: Friday, May 1, 2020 10:14 AM
To: Karen Thomas
Cc: MDurkin@srd-law.com
Subject: Re: Village Elected Officials

Good morning Karen,

I currently reside at [REDACTED] Burr Ridge IL 60527.

Thank you,

Guy Franzese, Trustee
Village of Burr Ridge

guyfranzese@aol.com

-----Original Message-----

From: Karen Thomas <kthomas@burr-ridge.gov>
To: Guy Franzese [REDACTED]
Cc: 'Michael K. Durkin' <MDurkin@srd-law.com>
Sent: Fri, May 1, 2020 9:41 am
Subject: Village Elected Officials

Trustee Franzese

Beginning today, May 1st, the start of the fiscal year, the Mayor has asked the Clerk to annually verify the residence address of each elected official by return email before the first Board meeting in May to verify that each official meets the residency requirement for holding office. The next Village Board meeting is May 11th. Please send me your current Burr Ridge residence address before May 11th.

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



HAMPTON, LENZINI AND RENWICK, INC.
380 Shepard Drive
Elgin, Illinois 60123-7010

MEMORANDUM

TO: David Preissig, PE – Director of Public Works/Village Engineer
FROM: Randal G. Newkirk, PE
DATE: May 8, 2020
SUBJECT: Elm Street Culvert Replacement

The following information summarizes the initial evaluation to replace the Elm Street culvert. The initial evaluation of the culvert included:

- Formal wetland delineation and initial coordination with the US Army Corps of Engineers
- Topographic survey
- Preparation of a hydraulic model necessary for the sizing and permitting the replacement
- Preparation of a permit submittal to Illinois Department of Natural Resources, Office of Water Resources (IDNR-OWR) for a permit to construction in a delineated floodway
- Initial coordination with DuPage County regarding a stormwater permit
- Evaluation of options for culvert replacement

The second part of the design project will include the completion of detailed plans, specification, and permits necessary in preparation for the future project to construct the culvert replacement.

In order to proceed onto the second phase of the project, it is necessary to consider the desired outcome of the project and select a preferred option for the culvert replacement.



Current Conditions - The current culvert is 6'11" x 4'5" elliptical corrugated metal culvert as shown in the picture below:



Upstream Elm Street Culvert Facing East

The culvert has significant corrosion and is approaching the end of its useful life. This can eventually lead to sink holes or collapse of the culvert.

Stormwater has been observed flowing over Elm Street on average of 1-2 times each year. Based on the hydraulic evaluation prepared by HLR, the culvert has the capacity to convey the 1-year flow (~150 cubic feet per second)

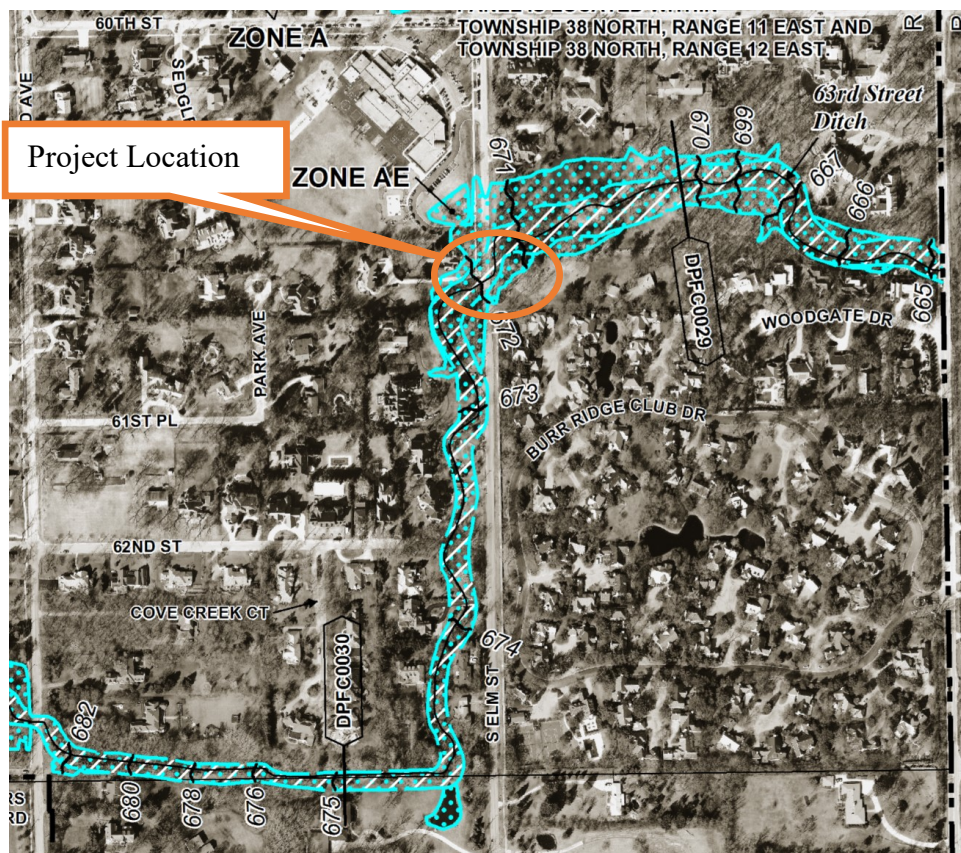


Floodway & Floodplain - The culvert is located in a floodway with adjacent areas also in the delineated floodplain of the 63rd Street Ditch (see below). The 63rd Street Ditch conveys approximately 3.7 square miles (2,500 acres) of upstream tributary area. Based on the effective Flood Insurance Study dated August 1, 2019, the upstream tributary area can produce the following flows:

- 10-year storm event (10% chance storm) = 565 cfs (cubic feet per second)
- 50-year storm event (2% chance storm) = 900 cfs
- 100-year storm event (1% chance storm) = 1,070 cfs
- 500-year storm event (0.2% chance storm) = 1,490 cfs

Permitting through the Illinois Department of Natural Resources (IDNR) and DuPage County will be necessary to gain approval for the project due to the presence of regulatory floodway and floodplain areas in the project site. Based on Part 3708 Regulations, Floodway Construction in Northeastern Illinois, by the IDNR, the following criteria must be met:

- Increase in flood stage of 0.1 feet or less unless there are sensitive flood receptors (houses that flood upstream of the crossing)
- Increase in flood velocity of 10% or less
- No net loss of flood storage



Effective FEMA Flood Insurance Rate Map

(Note: White Cross hatch area is the floodway and the cyan dot area is the floodplain)



Wetlands, Waters of the U.S., and Riparian Habitat - HLR delineated the wetland and Waters of the U.S. for the project. This will be used for permitting temporary and permanent impacts to these natural resources. Permits for these minor impacts (>0.1 acres) would be processed by the U.S. Army Corps of Engineer since all impacts that are anticipated are under their jurisdiction. A forested wetland is located north of the Waters of the U.S., however no impacts are anticipated to occur with this project. Impacted riparian habitats would need to be mitigated in accordance with DuPage County regulations at a ratio of 1.5 to 1.

Tree Impacts – A number of trees will likely need to be removed within the vicinity of the existing culvert in order to build the new culvert and provide soil erosion control measures to stabilize the existing channel and prevent further erosion. The trees that would need to be removed are for the most part are less desirable species (i.e. box elder, cottonwood, black cherry)

Desired Outcome Evaluation - HLR evaluated multiple options to convey flow from the 63rd Street Ditch. These culverts were evaluated in the hydraulic model to determine the flow they could convey, the approximate project cost, and the depth/velocity of the flow of overtopping during the 1% chance storm event (100-year). The following is a summary of the findings for standard culvert sized with precast sections that would be readily available for a contractor:

Option No.	Culvert Dimensions	Estimated Roadway Overtopping Frequency	Culvert Conveyance Flow (cfs)	100-year Storm Event Overflow Depth (ft)	Estimate of Culvert and Roadway Construction Cost	Estimated Wetland Mitigation Costs	Total Estimated Construction Cost
1	Replacement In-kind	1-year	150	2.4	\$250,000	\$29,000	\$279,000
2	8'x5' Box	3-year	260	2.3	\$260,000	\$29,000	\$289,000
3	10'x5' Box	4-year	330	2.3	\$290,000	\$30,000	\$320,000
4	12'x5' Box	5-year	380	2.2	\$370,000	\$33,000	\$403,000
5	2 - 12'x5' Box	29-year	780	1.3	\$570,000	\$40,000	\$610,000
Notes: Box culverts are placed 6" to 12" under the invert of the stream to provide better fish and amphibian passage with natural sedimentation occurring.							
Mitigation ratio of 1.5 to 1 assumed with wetland credits at \$175,000/acre							
Proposed Improvements do not increase flow downstream							
Proposed Improvements do not change floodplain or floodway boundaries present							
Proposed Improvements modify overtopping reoccurrences							

It is also important to understand the other culverts that are located upstream and downstream of this crossing. Below is a summary of the crossings nearby on the 63rd Street Ditch:

Roadway Crossing	Roadway Classification	Average Daily Traffic	Culvert Crossing
Madison Street	Major Collector	8300	6.5'x6.5' Box
Garfield Avenue	Minor Collector	2400	5'x12' Box
Elm Street	Local Road	500-800	6'11" x 4'5" Elliptical
County Line Road	Minor Arterial	7200	6'x8' Box
Tomlin Drive	Local Road	300-400	2-5'x13' Box Culvert



Culvert crossings for low traffic roadways on Federal Aid Routes typically are able to convey the 30-year storm event, in accordance with guidelines by the Illinois Department of Transportation (IDOT). Since the project is locally funded and Elm Street is not a Federal Aid Route, such as Garfield Avenue / Madison Street / County Line Road, it is not necessary to meet these IDOT guidelines.

In moving forward with a desired culvert replacement option, the following should be considered:

- Cost
- Frequency of Roadway Closures
- Impacts to school bussing routes and walking students
- Impacts to wetlands, Waters of the U.S., and riparian habitats
- Impacts to floodway/floodplains

Summary and Recommendations – Elm Street flooding will continue with any of the feasible options analyzed for the culvert replacement. Upstream floodplain elevation cannot be changed and the downstream floodway flow and velocities cannot be increased by this project in accordance with State and Federal regulations.

For approximately the same cost as in-kind replacement, an 8'x5' single box culvert is recommended. This provides some benefit to the community by decreasing the frequency of flooding of Elm Street. Additional decreases to the roadway flooding frequency would come at a greater project cost.

Approximately 12 trees with a diameter greater than 6" would be removed for this project. Under 0.1 acres of wetland / Waters of the U.S. are anticipated to be permanently impacted and mitigated at 1.5 to 1 ratio.

Exhibits - Below are photos of a box culvert that HLR designed and is currently under construction. This would show similar construction methods for headwalls, wingwalls, precast box culvert sections, and rock riprap outlet protection. Also included are photos of the box culverts existing upstream and downstream of Elm Street.



Exhibit 1 - Rebar erection and concrete forms to cast headwall, wingwalls, and connection to precast box section



Exhibit 2 - Cast headwall, wingwalls, and connection to precast box section



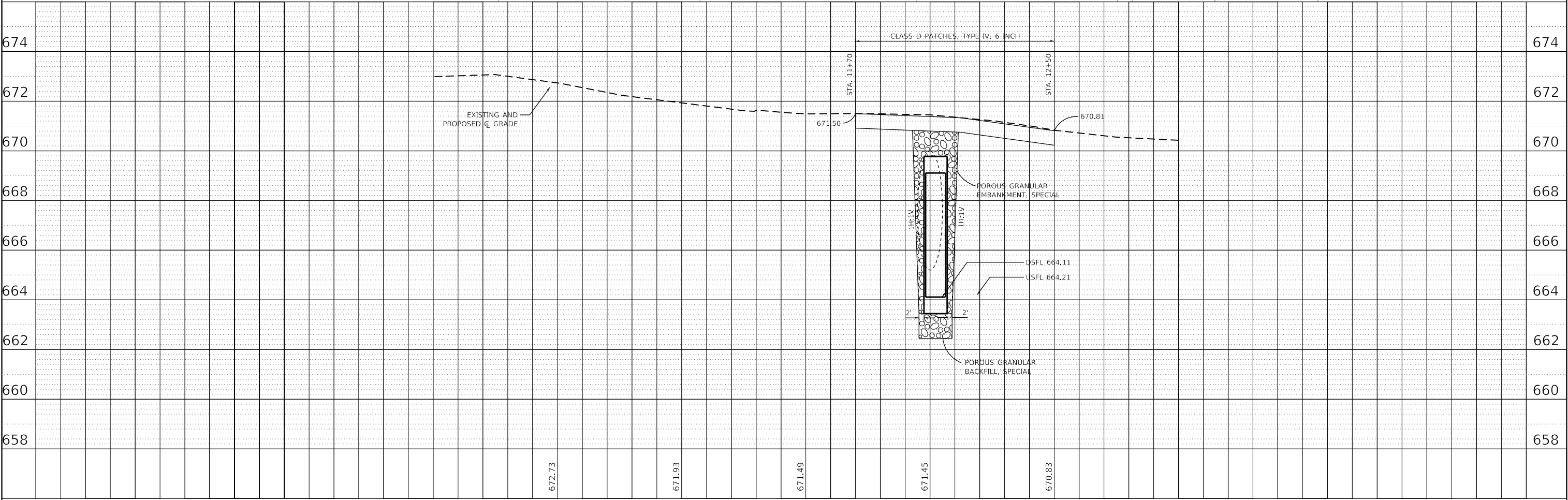
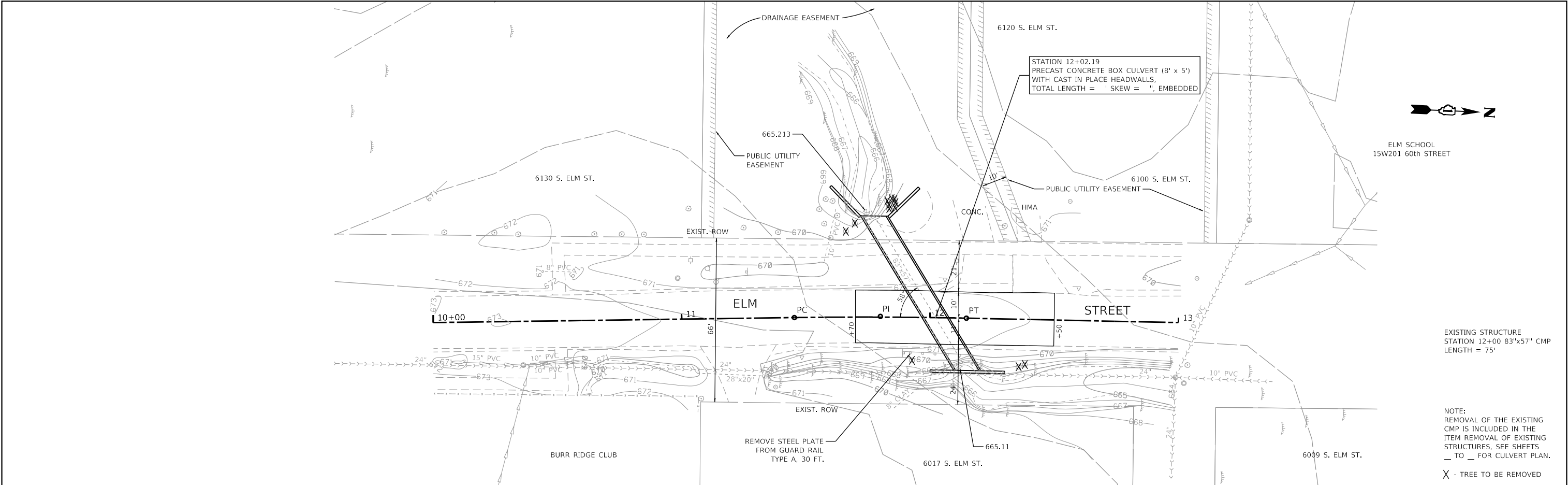
Exhibit 3 - 63rd Street Ditch at Garfield Avenue, 5' x 12' Box Culvert



Exhibit 4 - 63rd Street Ditch at County Line Road, 6' x 8' Box Culvert



Exhibit 5 – 63rd Street Ditch at Tomlin Drive, 2 – 5' x 13' Box Culvert



10+50						11+00						11+50						12+00						12+50												TOTAL SHEETS		SHEET NUMBER	
REVISIONS												DESIGNED: DAY		PROJECT NUMBER: 200085		Hampton, Lenzini and Renwick, Inc. CMI & Structural Engineers , Land Surveyors , Environmental Services				VILLAGE OF BURR RIDGE 7660 COUNTY LINE ROAD BURR RIDGE, IL 60527				ELM STREET CULVERT REPLACEMENT															
NO.		DATE		DESCRIPTION		NO.		DATE		DESCRIPTION		DRAWN: AC		FILE: 200085-shl-culvert-8x5 Culvert.dgn		 ELGIN , SPRINGFIELD , WOODRIDGE , MT CARMEL www.hltrengineering.com 184,000959 ILLINOIS PROFESSIONAL DESIGN FIRM LS / PE / SE CORPORATION				PLAN AND PROFILE SHEET				27		5													
										CHECKED: RGN																													
										DATE: 5/15/2020		SCALE: 1"=20'																											



Hampton, Lenzini and Renwick, Inc.

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

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
TOTAL	\$51,320.00

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.

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

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

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 63rd 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

8H

ACCOUNTS PAYABLE APPROVAL REPORT

BOARD DATE: 5/26/2020

PAYMENT DATE: 5/27/2020

FISCAL 19-20

FUND	FUND NAME	PAYABLE	TOTAL AMOUNT
10	General Fund	\$ 47,890.11	\$ 47,890.11
23	Hotel/Motel Tax Fund	2,771.83	2,771.83
51	Water Fund	224,571.35	224,571.35
52	Sewer Fund	8,988.19	8,988.19
61	Information Technology	5,361.74	5,361.74
	TOTAL ALL FUNDS	<u>\$ 289,583.22</u>	<u>\$ 289,583.22</u>

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INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF BURR RIDGE
POST DATES 04/30/2020 - 04/30/2020
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					
10-1010-40-4040	Chicago Tribune 4 weeks	Chicago Tribune	04/15/20	04/15/20	27.72
10-1010-50-5010	Legal Services/Labor General	Clark Baird Smith LLP	04/30/20	12613	2,720.00
10-1010-50-5010	Legal Services General	Storino, Ramello, & Durkir	05/11/20	05/11/20	11,024.00
10-1010-50-5010	Devon Woods Easement Litigation	Storino, Ramello, & Durkir	05/11/20	05/11/20	50.00
10-1010-50-5010	Covid-19 Issues	Storino, Ramello, & Durkir	05/11/20	05/11/20	1,888.00
10-1010-50-5015	Prosecution Services	Storino, Ramello, & Durkir	05/11/20	05/11/20	324.00
10-1010-80-8010	Lunch for E. Walter	Jimmy Johns	03/23/20	03/23/20	19.56
10-1010-80-8010	Flowers/Pavelchik	Vince's Flowers & Landscap	04/03/20	10515	100.95
Total For Dept 1010 Boards & Commissions					16,154.23
Dept 2010 Administration					
10-2010-40-4040	Monthly Electronic Subscription	Crains Chicago Business	04/02/20	04/02/20	1.00
10-2010-50-5020	Cook County Health Inspections	Cook County Dept of Public	04/28/20	04/28/20	2,200.00
10-2010-50-5020	Elevator Inspection	Elevator Inspection Servic	05/08/20	92223	2,624.00
10-2010-50-5030	Admin	Verizon Wireless	04/13/20	9850982228	250.00
10-2010-50-5035	Admin - KB House	Chicago Tribune	04/01/20	019644085000	1,798.62
10-2010-50-5075	Inspections - April2020	B&F Construction Code Ser	05/08/20	12693	2,397.92
10-2010-50-5075	Plan Review Permit 20-038	B&F Construction Code Ser	04/30/20	53655	2,410.71
10-2010-50-5075	Plan Review	Don Morris Architects P.C.	04/30/20	04/30/20	1,880.00
10-2010-50-5075	Inspections April	Don Morris Architects P.C.	04/30/20	04/30/20	1,990.00
Total For Dept 2010 Administration					15,552.25
Dept 4010 Finance					
10-4010-40-4041	Accounting Specialist Post	IGFOA	04/04/20	04/04/20	250.00
10-4010-50-5030	Finance	Verizon Wireless	04/13/20	9850982228	52.00
10-4010-50-5035	Finance - Budget Hearing	Chicago Tribune	04/01/20	019644085000	27.74
10-4010-60-6010	Sanitizing/Alcohol Wipe Covid-19	Walgreen's	03/24/20	03/24/20	41.41
Total For Dept 4010 Finance					371.15
Dept 4020 Central Services					
10-4020-50-5050	Maintenance-Equipment	Image Systems & Business	04/21/20	312889	809.02
10-4020-50-5081	Insurance FSA April	Discovery Benefits, Inc.	04/30/20	0001150992	50.00
10-4020-60-6000	Labels - Village wide Mailing	Staples	04/13/20	195250910010482	64.79
Total For Dept 4020 Central Services					923.81
Dept 5010 Police					
10-5010-40-4032	Rocky Low Shoe	JG Uniforms, Inc.	04/20/20	71309	237.00
10-5010-50-5020	Business Reports/Searches	LexisNexis Risk Solutions	04/30/20	1267894-20200430	195.55
10-5010-50-5030	Police	Verizon Wireless	04/13/20	9850982228	1,013.82
10-5010-50-5051	Car Washes PD April 2020	Fuller's Car Wash	05/01/20	7208	239.60
10-5010-50-5095	Drug Test	First Advantage Occupatio	04/30/20	2511312004	57.16
10-5010-60-6010	Infrared Thermometers	Amazon.com Credit	04/07/20	111-7984836-9789466	104.98
10-5010-60-6010	Operating Supplies	Amazon.com Credit	04/14/20	112-3099003-3166642	29.52
10-5010-60-6010	Hand Sanitizer Covid-19	DeEnterprises, Inc	03/30/20	107303	432.00
10-5010-60-6010	Spray Bottle Covid-19	Grainger, Inc.	04/28/20	9516495943	22.60
10-5010-60-6010	Hand Sanitizer	Staples	04/14/20	17670414202792203	51.96
10-5010-60-6010	Operating Supplies Covid-19	Target Store - Willowbroo	03/20/20	03/20/20	12.73
10-5010-70-7020	Stripe Package	Car Reflections	04/20/20	20-85	2,100.00
Total For Dept 5010 Police					4,496.92
Dept 6010 Public Works					
10-6010-40-4032	KN95 Masks	Industrial Electric Suppl	05/06/20	6695	800.00
10-6010-40-4032	Safety-Toed Boot Allowance - N.	Red Wing Business Advanta	04/15/20	20200510030022 (2)	150.00

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 10 General Fund					
Dept 6010 Public Works					
10-6010-40-4032	Safety-Toed Boot Allowance - J.	Red Wing Business Advantaç	04/15/20	20200510030022 (2)	140.98
10-6010-40-4032	Safety-Toed Boot Allowance - R.	Red Wing Business Advantaç	04/15/20	20200510030022 (2)	150.00
10-6010-40-4032	Safety-Toed Boot Allowance - G.	Red Wing Business Advantaç	04/15/20	20200510030022 (2)	150.00
10-6010-50-5030	Public Works	Verizon Wireless	04/13/20	9850982228	443.30
10-6010-50-5055	Madison 97th St RR Crossing	COMED	05/05/20	3699071070 Apr	44.69
10-6010-50-5055	Madison & 97th St Railhorn	Meade Electric Company, Ir	04/21/20	692392	147.91
10-6010-50-5065	Com Ed Street Lights	Constellation NewEnergy, I	04/29/20	17313207201	1,461.67
10-6010-50-5095	Reimburse for Mailbox damage	John Schaal	04/30/20	04/30/20	75.00
10-6010-50-5095	Reimburse for Mailbox damage	Richard Steven	04/30/20	04/30/20	75.00
10-6010-60-6010	(6) DOT Trash Picker & Grabber	Amazon.com Credit	04/17/20	11139232098674612	91.88
10-6010-60-6042	Topsoil	Tameling Industries	04/30/20	0139850	122.50
Total For Dept 6010 Public Works					3,852.93
Dept 6020 Buildings & Grounds					
10-6020-50-5052	Maintenance-Buildings	Cintas Fire Protection	03/25/20	94593836	358.56
10-6020-50-5052	Hastings large shop Heater repai	Dynamic Heating & Piping C	02/06/20	203510	2,992.36
10-6020-50-5052	PW shop heater, repipe gas main	Dynamic Heating & Piping C	02/18/20	203524	732.20
10-6020-50-5052	PW shop heater, repipe gas main	Dynamic Heating & Piping C	02/14/20	203515	342.40
10-6020-50-5052	2nd visit, Repl. air flow switch	Dynamic Heating & Piping C	02/14/20	203515	732.20
10-6020-50-5080	Lakewood Aerator	COMED	05/05/20	9258507004 Apr	26.40
10-6020-50-5080	Windsor Aerator	COMED	05/05/20	9342034001 Apr	68.32
10-6020-50-5080	Police Department 1st Qtr	DuPage County Public Works	05/11/20	30506969-01 1stQTR	116.81
10-6020-50-5080	Public Works	NICOR Gas	04/12/20	22944400005 Apr	272.81
10-6020-60-6010	Infrared Thermometers	Amazon.com Credit	04/07/20	111-7984836-9789466	104.99
10-6020-60-6010	Disinfecting Wipes Covid-19	Walgreen's	03/31/20	03/31/20	26.94
10-6020-60-6010	Disinfecting Wipes Covid-19	Walgreen's	04/14/20	04/14/20	64.83
10-6020-60-6010	TriDerrma Hand Sanitizer 8oz Pum	Wholesale Point, Inc.	04/10/20	434068	700.00
Total For Dept 6020 Buildings & Grounds					6,538.82
Total For Fund 10 General Fund					47,890.11
Fund 23 Hotel/Motel Tax Fund					
Dept 7030 Special Revenue Hotel/Motel					
23-7030-50-5075	Median Lighting	COMED	05/05/20	1319028022 Apr	35.43
23-7030-50-5075	Entryway Sign	COMED	05/06/20	2257153023 Apr	29.60
23-7030-50-5075	Gateway Sign	COMED	05/04/20	1153168007 Apr	19.30
23-7030-50-5075	2019 Holiday Decorations	McFarlane Douglas & Compar	11/09/19	307085	2,687.50
Total For Dept 7030 Special Revenue Hotel/Motel					2,771.83
Total For Fund 23 Hotel/Motel Tax Fund					2,771.83
Fund 51 Water Fund					
Dept 6030 Water Operations					
51-6030-40-4032	Safety-Toed Boots for P. Guth	Red Wing Business Advantaç	04/15/20	20200510030022	150.00
51-6030-40-4040	(7) Corporate Memberships	Mid Central Water Works As	04/17/20	F11E12T1	175.00
51-6030-50-5030	Well Pumping Line	AT&T	03/22/20	630325420903 Mar20	198.67
51-6030-50-5030	Water	Verizon Wireless	04/13/20	9850982228	511.30
51-6030-50-5030	Water Modem	Verizon Wireless	04/13/20	9850982228	180.06
51-6030-50-5070	2020 Burr Ridge Water Main Repla	Thomas Engineering Group I	02/06/20	19-010	11,584.43
51-6030-50-5080	Bedford Park Sump Pump	COMED	05/07/20	9179647001 Apr	224.02
51-6030-50-5080	Well #1	COMED	05/06/20	0793668005 Apr	155.90
51-6030-50-5080	2 M Tank	COMED	05/05/20	92563320207 Apr	125.85
51-6030-50-5080	Well #5	COMED	05/06/20	4497129114 Apr	243.39

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Fund 51 Water Fund					
Dept 6030 Water Operations					
51-6030-50-5080	Well #5	COMED	04/06/20	4497129114 Apr20	25.08
51-6030-50-5080	Pump Center	NICOR Gas	04/11/20	47915700000 Apr	97.65
51-6030-60-6070	Water Purchases	Village of Bedford Park	05/06/20	0020060000 Apr2020	210,900.00
Total For Dept 6030 Water Operations					224,571.35
Total For Fund 51 Water Fund					224,571.35
Fund 52 Sewer Fund					
Dept 6040 Sewer Operations					
52-6040-50-5030	Sewer Modem	Verizon Wireless	04/13/20	9850982228	30.01
52-6040-50-5068	Lift Station Repair, New Control	Metropolitan Industries, I	103/31/20	015596	8,292.00
52-6040-50-5080	Highland Field Lift Station	COMED	05/06/20	0099002061 Apr	115.16
52-6040-50-5080	Arrowhead Lift Station	COMED	05/06/20	7076690006 Apr	303.82
52-6040-50-5080	Chasemoor Lift Station	COMED	05/05/20	0356595009 Apr	247.20
Total For Dept 6040 Sewer Operations					8,988.19
Total For Fund 52 Sewer Fund					8,988.19
Fund 61 Information Technology Fund					
Dept 4040 Information Technology					
61-4040-40-4040	Facility Streaming Services	Hulu, LLC	03/26/20	03/26/20	64.98
61-4040-50-5020	IT Support Remote/Onsite	Orbis Solutions	02/20/20	5569886	2,365.00
61-4040-50-5030	Mobile Hot Spot	Verizon Wireless	04/13/20	9850982228	36.00
61-4040-50-5061	Temporary Wi-Fi for WFH Covid-19	AT & T Mobile Tel	03/22/20	569937	215.99
61-4040-50-5061	Temporary Wi-Fi for WFH Covid-19	Boost Mobile	03/21/20	61788	129.99
61-4040-50-5061	Monthly Services	Constant Contact	04/05/20	270148422	21.25
61-4040-50-5061	Microsoft Teams for WFH	Microsoft	04/03/20	EO700AR3VC	4.00
61-4040-50-5061	Microsoft Teams for WFH	Microsoft	04/03/20	EO700AR1MK	60.00
61-4040-50-5061	Microsoft Teams for WFH	Microsoft	04/09/20	EO700AT4SD	30.00
61-4040-50-5061	Remote Meeting Software	Microsoft	03/26/20	EO700APOIT	15.94
61-4040-50-5061	Microsoft Teams for WFH	Microsoft	04/12/20	EO700ATSDZ	8.00
61-4040-50-5061	Microsoft Teams for WFH	Microsoft	03/24/20	EO700AOE01	4.00
61-4040-50-5061	Microsoft Teams for WFH	Microsoft	03/24/20	EO700AOF81	12.00
61-4040-50-5061	Microsoft Teams for WFH	Microsoft	03/24/20	EO700AOE02	21.25
61-4040-50-5061	Remote Meetings for WFH	Zoom Video Communications,	04/01/20	13923827	14.99
61-4040-60-6010	Headset for WFH Covid-19	Amazon.com Credit	03/24/20	11314408036533029	58.98
61-4040-60-6010	Headset for WFH Covid-19	Amazon.com Credit	03/24/20	11305085423593845	9.99
61-4040-60-6010	Webcam Covid-19	Amazon.com Credit	03/24/20	11382928052641845	59.57
61-4040-60-6010	Video Adapter	Amazon.com Credit	03/27/20	11464698960236218	25.79
61-4040-60-6010	Headset for WFH Covid-19	Amazon.com Credit	03/28/20	11334934577299446	49.89
61-4040-60-6010	Headset for WFH Covid-19	Amazon.com Credit	03/27/20	11348441725275435	49.89
61-4040-60-6010	DVD/Cases/Adapters	Amazon.com Credit	04/05/20	11109557082568242	227.85
61-4040-60-6010	Headset for WFH Covid-19	Amazon.com Credit	04/05/20	11453781652148259	49.89
61-4040-70-7000	Monitor Upgrades	Amazon.com Credit	04/05/20	11149823083060219	417.60
61-4040-70-7000	Printer Upgrades	Amazon.com Credit	04/06/20	11172680711309021	449.00
61-4040-70-7000	Replace Laptop	Amazon.com Credit	04/05/20	11300560539108238	959.90
Total For Dept 4040 Information Technology					5,361.74
Total For Fund 61 Information Technology Fund					5,361.74

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund Totals:					
		Fund 10 General Fund			47,890.11
		Fund 23 Hotel/Motel Tax Fund			2,771.83
		Fund 51 Water Fund			224,571.35
		Fund 52 Sewer Fund			8,988.19
		Fund 61 Information Technology F			5,361.74
		Total For All Funds:			289,583.22

VILLAGE OF BURR RIDGE

ACCOUNTS PAYABLE APPROVAL REPORT

BOARD DATE: 5/26/2020

PAYMENT DATE: 5/27/2020

FISCAL 20-21

FUND	FUND NAME	PAYABLE	TOTAL AMOUNT
10	General Fund	\$ 92,811.14	\$ 92,811.14
51	Water Fund	5,459.66	5,459.66
52	Sewer Fund	860.26	860.26
61	Information Technology	9,616.50	9,616.50
	TOTAL ALL FUNDS	<u>\$ 108,747.56</u>	<u>\$ 108,747.56</u>

PAYROLL

PAY PERIOD ENDING May 16, 2020

	TOTAL
	PAYROLL
Board	2,400.00
Administration	21,348.23
Finance	7,873.50
Police	104,079.99
Public Works	20,209.75
Water	37,753.26
Sewer	8,240.89
TOTAL	<u>\$ 201,905.62</u>
GRAND TOTAL	<u><u>\$ 310,653.18</u></u>

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 10 General Fund					
Dept 2010 Administration					
10-2010-50-5075	Plan Review Permit 20-040	B&F Construction Code Serv	05/05/20	53667	721.62
Total For Dept 2010 Administration					721.62
Dept 4020 Central Services					
10-4020-60-6010	Kitchen Coffee Supplies PD	Commercial Coffee Service,	05/12/20	158060	179.40
Total For Dept 4020 Central Services					179.40
Dept 5010 Police					
10-5010-50-5020	FY 20-21 Dues for M.E.R.I.T	Metropolitan Emergency Res	05/01/20	05/01/20	4,000.00
10-5010-50-5045	Dispatching Facility Lease May-J	DU-COMM	05/01/20	17156	3,854.13
10-5010-50-5045	Qtrly Shares May- July 2020	DU-COMM	05/01/20	17198	78,149.50
Total For Dept 5010 Police					86,003.63
Dept 6010 Public Works					
10-6010-40-4032	Uniform rentals/cleaning	Breens Inc.	05/05/20	390397	79.18
10-6010-40-4032	Uniform rentals/cleaning	Breens Inc.	05/12/20	390534	79.18
10-6010-50-5085	Shop Towel Rentals	Breens Inc.	05/05/20	390397	4.50
10-6010-50-5085	Shop Towel Rentals	Breens Inc.	05/12/20	390534	4.50
10-6010-50-5095	Random Drug Testing PW	Concentra Medical Centers	05/05/20	1012381467	153.50
10-6010-50-5095	Weather Forecasting Annual Servi	Murray and Trettel, Inc.	04/30/20	0520-400	4,450.00
10-6010-60-6041	Supplies-Vehicles	Interstate Battery System	05/11/20	24042412	139.95
10-6010-60-6041	Megatron Battery	Westown Auto Supply Co. Ir	05/04/20	85964B	310.00
10-6010-60-6041	Supplies-Vehicles	Westown Auto Supply Co. Ir	05/05/20	85979B	177.10
10-6010-60-6041	Supplies-Vehicles	Westown Auto Supply Co. Ir	05/06/20	85991B	62.15
10-6010-60-6041	Supplies-Vehicles	Westown Auto Supply Co. Ir	05/07/20	85996B	86.43
Total For Dept 6010 Public Works					5,546.49
Dept 6020 Buildings & Grounds					
10-6020-50-5058	Mat rentals - PW	Breens Inc.	05/05/20	390393	20.50
10-6020-50-5058	Mat rentals - PW	Breens Inc.	05/12/20	390530	20.50
10-6020-50-5058	Holding Cell Cleaning/Refrig May	Service Master	05/01/20	203744	319.00
Total For Dept 6020 Buildings & Grounds					360.00
Total For Fund 10 General Fund					92,811.14
Fund 51 Water Fund					
Dept 6030 Water Operations					
51-6030-40-4032	Uniform rentals/cleaning	Breens Inc.	05/05/20	390397	72.14
51-6030-40-4032	Uniform rentals/cleaning	Breens Inc.	05/12/20	390534	72.14
51-6030-50-5020	Contractual Management RPZ Testi	Backflow Solutions Inc.	05/01/20	4461	495.00
51-6030-50-5080	Pump Center	Dynegy Energy Services, LI	05/08/20	310428720051	3,510.00
51-6030-50-5095	Utility Billing	Third Millennium Assoc. Ir	05/14/20	24803	1,310.38
Total For Dept 6030 Water Operations					5,459.66
Total For Fund 51 Water Fund					5,459.66
Fund 52 Sewer Fund					
Dept 6040 Sewer Operations					
52-6040-40-4032	Uniform rentals/cleaning	Breens Inc.	05/05/20	390397	24.63
52-6040-40-4032	Uniform rentals/cleaning	Breens Inc.	05/12/20	390534	24.63
52-6040-50-5068	Sanitary Lift Station Maintenanc	Metropolitan Industries, I	05/12/20	016692	811.00
Total For Dept 6040 Sewer Operations					860.26

Fund 52 Sewer Fund					Total For Fund 52 Sewer Fund	860.26
Fund 61 Information Technology Fund						
Dept 4040 Information Technology						
61-4040-50-5061	Nixle Annual Support	Everbridge, Inc.	05/18/20	M50876		5,304.50
61-4040-50-5061	Annual Subscription	Guardian Tracking, LLC	05/01/20	2020-0405		1,464.00
61-4040-50-5061	Renewal Package May - April 2021	LeadsOnline	03/15/20	254716		2,848.00
Total For Dept 4040 Information Technology						9,616.50
Total For Fund 61 Information Technology Fund						9,616.50

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund Totals:					
				Fund 10 General Fund	92,811.14
				Fund 51 Water Fund	5,459.66
				Fund 52 Sewer Fund	860.26
				Fund 61 Information Technology F	9,616.50
				Total For All Funds:	108,747.56