



VILLAGE OF  
**BURR RIDGE**  
A VERY SPECIAL PLACE

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**TO:** Mayor, Trustees, Village Attorneys and Village Clerk  
**FROM:** Village Administrator Steve Stricker and Staff  
**DATE:** October 21, 2016  
**SUBJECT:** Administration Weekly Memo

**Village Center Fall Festival – Saturday, October 22, 2:00-4:00 p.m.**

Please be reminded that the Village Center's Fall Festival of Fun is scheduled on Saturday, October 22, from 2:00 to 4:00 p.m. (see attached flyer). This is a very family-friendly event with a variety of activities for young and old.

**Cooper's Hawk Expansion Grand Opening – Monday, October 24, 11:00 a.m.**

I am pleased to inform you that Cooper's Hawk Winery and Restaurant has completed its expansion project and will be holding a Grand Opening Ribbon Cutting Ceremony for the new space on Monday, October 24, at 11:00 a.m. Cocktails, hors d'oeuvres and award-winning wines will be served immediately following the ribbon cutting. If you plan to attend, below is the dropbox link to the invitation. You can also email Ami Vanderhoof at [avanderhoof@chwinery.com](mailto:avanderhoof@chwinery.com).

[https://www.dropbox.com/s/lagftrkibv637zz/R4\\_CoopersHawk\\_BurrRidgeExpansionPartyInvitation.pdf?dl=0](https://www.dropbox.com/s/lagftrkibv637zz/R4_CoopersHawk_BurrRidgeExpansionPartyInvitation.pdf?dl=0)

**Personnel Committee Meeting – Monday, October 24, 6:00 p.m.**

The next Personnel Committee meeting is scheduled on Monday, October 24, at 6:00 p.m., just prior to the Village Board meeting. Attached is the agenda for this meeting.

**Veterans Memorial Committee Meeting – Wednesday, October 26, 4:00 p.m.**

The next Veterans Memorial Committee meeting is on Wednesday, October 26, 4:00 p.m.

**Halloween Trick-or-Treat Hours – Monday, October 31, 3:00-8:00 p.m.**

The hours for Halloween Trick-or-Treating on Monday, October 31, are from 3:00 p.m. to 8:00 p.m.

**Stormwater Management Committee Meeting – Tuesday, November 1, 7:00 p.m.**

The next Stormwater Management Committee meeting is scheduled on Tuesday, November 1, at 7:00 p.m. at the Public Works facility.

**Chamber of Commerce Lunch – Wednesday, November 2, 11:30 a.m.**

The next Chamber of Commerce lunch is on Wednesday, November 2, beginning at 11:30 a.m. at the Holiday Inn Countryside, 6201 Joliet Road, Countryside. The speaker will be Congressman Peter Roskam.

**Plan Commission Meeting Cancelled**

The November 7 Plan Commission meeting has been cancelled.

**Election Day – Tuesday, November 8, 6:00 a.m. – 7:00 p.m.**

Please be reminded that the General Election is being held on Tuesday, November 8, with polling places open from 6:00 a.m. to 7:00 p.m. Both the Village Hall and the Police Station are polling places.

**BFPC Meeting – Wednesday, November 9, 7:00 p.m.**

The next Board of Fire and Police Commissioners meeting is scheduled on Wednesday, November 9, at 7:00 p.m.

**Pathway Commission Meeting – Thursday, November 10, 7:00 p.m.**

The next Pathway Commission meeting is scheduled on Thursday, November 10, at 7:00 p.m.

**EDC Meeting – Tuesday, November 15, 7:00 p.m.**

The next Economic Development Committee meeting is scheduled on Tuesday, November 15, at 7:00 p.m.

**Secretary of State MDSF – Wednesday, November 16, 2016, 9:00 a.m.-3:00 p.m.**

The Secretary of State will once again be at the Village Hall with its Mobile Driver Services Facility on Wednesday, November 16, from 9:00 a.m. to 3:00 p.m. At the mobile facility any Illinois resident can renew his/her license or ID up to one year in advance. The facility also offers vision screening, duplicate and/or corrected drivers' licenses, new ID cards

and vehicle renewal stickers. Anyone over the age of 65 can obtain a free state ID that is good for life. Standard fees apply. The Mobile Facility does not offer road tests; anyone over the age of 75 is required to take a road test when renewing a drivers' license. To learn more about identification requirements, fees and services, visit the Secretary of State's web site at [www.cyberdriveillinois.com](http://www.cyberdriveillinois.com).

**Jingle Mingle – Saturday, November 19, 4:30-7:30 p.m.**

The annual “grand opening” of the holiday season known as Jingle Mingle will be held on Saturday, November 19, from 4:30-7:30 p.m. at the Burr Ridge Village Center. As in years past, the event will include a parade with local businesses, schools, both Fire Districts, pompon and flag squads, floats, dance studios, and more. For family fun, there will be children’s crafts, face painters, stilt walkers, stage entertainment, make a card for the military, story time, hot chocolate, train rides, and of course, the arrival of Santa to light the Holiday Tree at the Village Center. Sponsorship opportunities are still available; email Janet Kowal at [jkowal@burr-ridge.gov](mailto:jkowal@burr-ridge.gov).

**Plan Commission Meeting – Monday, November 21, 7:30 p.m.**

The next Plan Commission meeting is scheduled on Monday, November 21, at 7:30 p.m.

**Village Hall Closed for Thanksgiving**

Please be reminded that the Village Hall will be closed on Thursday, November 24, and Friday, November 25, for the Thanksgiving holidays.

**Referendum Update**

On Wednesday, October 19, the Village hosted an informational meeting regarding the upcoming November 8 Referendum. Approximately 12 residents attended. On Tuesday, October 18, I met with about two dozen members of the Oak Creek Club Homeowners' Association to discuss the upcoming Referendum.

**Financial Information Reports – September 2016**

Enclosed please find the Summary of the Financial Information Reports for the month of September 2016, prepared by Finance Director Jerry Sapp and Assistant Finance Director Lynette Zurawski.

**Tax Revenue Breakdown**

Attached please find a chart showing the breakdown of Sales Tax (through July 2016), Hotel/Motel Tax and Place-of-Eating Tax revenues for each fiscal year from 2012-13 through August 2016.

SS:bp  
encl      ec: Department Heads

# FALL FESTIVAL OF FUN

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Saturday, October 22 from 2pm to 4pm



- Trick or Treat at select stores, we'll have candy from Mars and non-candy items for kids with food allergies. (Please stop at our Information Table to get your teal wrist band or sticker, if your children have food allergies)
- Hayride around our Village Green
- Inflatable Corn Maze on the Village Green
- Face Painting
- Stiltwalkers
- Music, entertainment and much more!

## **AGENDA**

### **PERSONNEL COMMITTEE**

**Monday, October 24, 2016  
Village Hall Conference Room  
7660 S. County Line Road  
6:00 p.m.**

#### **DISTRIBUTION:**

Mayor Mickey Straub, Chairman  
Trustee Tony Schiappa  
Trustee Al Paveza  
Administrator Steve Stricker

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
  - August 22, 2016**
- 4. CLOSED SESSION**
  - Collective Bargaining Issues**
- 5. RECONVENED MEETING**
- 6. ADJOURNMENT**

**REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BURR RIDGE**

**PERIOD ENDING 09/30/2016  
 SUMMARY OF FINANCIAL OPERATIONS**

GL NUMBER	FUND	DESCRIPTION	ACTIVITY FOR MONTH 09/30/2016 INCREASE (DECREASE)	MONTHLY ALLOCATION FOR PERIOD 09/30/2016	YTD BALANCE 09/30/2016 NORMAL (ABNORMAL)	2016-17 ORIGINAL BUDGET
<b>Fund 10 - General Fund</b>						
Fund 10 - General Fund:						
TOTAL REVENUES			872,755.37	754,973.76	4,010,270.87	8,735,685.00
TOTAL EXPENDITURES			950,568.92	708,619.63	3,389,325.67	8,503,435.00
NET OF REVENUES & EXPENDITURES			(77,813.55)	46,354.13	620,945.20	232,250.00
<b>Fund 21 - E-911 Fund</b>						
Fund 21 - E-911 Fund:						
TOTAL REVENUES			0.00	0.00	0.00	0.00
TOTAL EXPENDITURES			136.00	0.00	13,830.00	0.00
NET OF REVENUES & EXPENDITURES			(136.00)	0.00	(13,830.00)	0.00
<b>Fund 22 - Motor Fuel Tax Fund</b>						
Fund 22 - Motor Fuel Tax Fund:						
TOTAL REVENUES			23,328.74	23,230.84	112,219.84	278,770.00
TOTAL EXPENDITURES			91.77	22,957.09	208.79	275,485.00
NET OF REVENUES & EXPENDITURES			23,236.97	273.75	112,011.05	3,285.00
<b>Fund 23 - Hotel/Motel Tax Fund</b>						
Fund 23 - Hotel/Motel Tax Fund:						
TOTAL REVENUES			49,920.11	62,095.00	244,921.62	619,870.00
TOTAL EXPENDITURES			30,119.58	49,884.58	223,998.53	598,615.00
NET OF REVENUES & EXPENDITURES			19,800.53	12,210.42	20,923.09	21,255.00
<b>Fund 24 - Places of Eating Tax</b>						
Fund 24 - Places of Eating Tax:						
TOTAL REVENUES			0.00	2,083.33	25,000.00	25,000.00
TOTAL EXPENDITURES			700.00	2,083.33	3,792.80	25,000.00
NET OF REVENUES & EXPENDITURES			(700.00)	0.00	21,207.20	0.00
<b>Fund 31 - Capital Improvements Fund</b>						
Fund 31 - Capital Improvements Fund:						
TOTAL REVENUES			734.98	37,105.01	10,148.64	445,260.00
TOTAL EXPENDITURES			5,053.48	83,647.08	541,144.99	1,003,765.00
NET OF REVENUES & EXPENDITURES			(4,318.50)	(46,542.07)	(530,996.35)	(558,505.00)
<b>Fund 32 - Sidewalks/Pathway Fund</b>						
Fund 32 - Sidewalks/Pathway Fund:						
TOTAL REVENUES			734.98	3,702.50	14,309.64	44,430.00
TOTAL EXPENDITURES			86,255.55	24,591.66	122,737.00	295,100.00
NET OF REVENUES & EXPENDITURES			(85,520.57)	(20,889.16)	(108,427.36)	(250,670.00)
<b>Fund 33 - Equipment Replacement Fund</b>						
Fund 33 - Equipment Replacement Fund:						
TOTAL REVENUES			734.98	13,109.58	4,148.64	157,315.00
TOTAL EXPENDITURES			183.55	24,250.00	417.58	291,000.00
NET OF REVENUES & EXPENDITURES			551.43	(11,140.42)	3,731.06	(133,685.00)

**REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BURR RIDGE**

**PERIOD ENDING 09/30/2016  
 SUMMARY OF FINANCIAL OPERATIONS**

GL NUMBER	FUND	DESCRIPTION	ACTIVITY FOR MONTH 09/30/2016 INCREASE (DECREASE)	MONTHLY ALLOCATION FOR PERIOD 09/30/2016	YTD BALANCE 09/30/2016 NORMAL (ABNORMAL)	2016-17 ORIGINAL BUDGET
<b>Fund 34 - Storm Water Management Fund</b>						
Fund 34 - Storm Water Management Fu						
TOTAL REVENUES			1,987.50	1,162.50	9,634.33	13,950.00
TOTAL EXPENDITURES			91.77	1,161.25	2,061.15	13,935.00
NET OF REVENUES & EXPENDITURES			1,895.73	1.25	7,573.18	15.00
<b>Fund 41 - Debt Service Fund</b>						
Fund 41 - Debt Service Fund:						
TOTAL REVENUES			136,927.48	56,380.42	425,770.40	676,565.00
TOTAL EXPENDITURES			1,743.74	56,698.75	87,357.11	680,385.00
NET OF REVENUES & EXPENDITURES			135,183.74	(318.33)	338,413.29	(3,820.00)
<b>Fund 51 - Water Fund</b>						
Fund 51 - Water Fund:						
TOTAL REVENUES			448,360.42	437,748.75	2,081,527.22	5,252,985.00
TOTAL EXPENDITURES			498,985.83	444,996.66	1,929,317.55	5,339,960.00
NET OF REVENUES & EXPENDITURES			(50,625.41)	(7,247.91)	152,209.67	(86,975.00)
<b>Fund 52 - Sewer Fund</b>						
Fund 52 - Sewer Fund:						
TOTAL REVENUES			4,435.88	26,961.67	102,107.68	323,540.00
TOTAL EXPENDITURES			26,281.14	24,209.19	109,798.61	290,510.00
NET OF REVENUES & EXPENDITURES			(21,845.26)	2,752.48	(7,690.93)	33,030.00
<b>Fund 61 - Information Technology Fund</b>						
Fund 61 - Information Technology Fund						
TOTAL REVENUES			734.98	25,009.58	4,148.64	300,115.00
TOTAL EXPENDITURES			9,480.52	27,254.17	129,301.38	327,050.00
NET OF REVENUES & EXPENDITURES			(8,745.54)	(2,244.59)	(125,152.74)	(26,935.00)
<b>Fund 71 - Police Pension Fund</b>						
Fund 71 - Police Pension Fund:						
TOTAL REVENUES			259,216.35	119,897.09	1,262,772.00	1,438,765.00
TOTAL EXPENDITURES			81,433.15	85,574.60	397,492.57	1,026,895.00
NET OF REVENUES & EXPENDITURES			177,783.20	34,322.49	865,279.43	411,870.00
<b>Fund 73 - Agency Fund</b>						
Fund 73 - Agency Fund:						
TOTAL REVENUES			0.00	0.00	0.00	0.00
TOTAL EXPENDITURES			0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES			0.00	0.00	0.00	0.00
<b>TOTAL REVENUES - ALL FUNDS</b>			<b>1,799,871.77</b>	<b>1,563,460.03</b>	<b>8,306,979.52</b>	<b>18,312,250.00</b>
<b>TOTAL EXPENDITURES - ALL FUND:</b>			<b>1,691,125.00</b>	<b>1,555,927.99</b>	<b>6,950,783.73</b>	<b>18,671,135.00</b>
<b>NET OF REVENUES &amp; EXPENDITURE</b>			<b>108,746.77</b>	<b>7,532.04</b>	<b>1,356,195.79</b>	<b>(358,885.00)</b>

**VILLAGE OF BURR RIDGE**

<b>SALES TAX</b>	<u>FY12-13 ACTUAL</u>	<u>FY13-14 ACTUAL</u>	<u>FY14-15 ACTUAL</u>	<u>FY15-16 ACTUAL</u>	<u>FY16-17 ACTUAL</u>	<u>FY16-17 BUDGET</u>
May	157,416	166,418	177,187	178,066	179,659	183,020
Jun	174,263	171,849	191,939	187,426	182,899	192,467
Jul	160,591	160,774	158,266	165,831	160,955	171,436
Aug	157,464	166,028	156,135	172,775		178,803
Sep	168,230	164,275	167,034	165,009		171,793
Oct	153,795	163,233	185,930	134,835		170,253
Nov	157,043	172,716	155,202	164,268		200,821
Dec	193,770	212,047	206,791	188,139		223,867
Jan	161,153	139,713	156,303	126,910		169,244
Feb	191,135	134,279	147,337	166,430		168,212
Mar	163,389	162,898	184,709	170,686		188,289
Apr	185,034	178,671	178,261	216,823		166,635
<b>TOTALS</b>	<u>2,023,284</u>	<u>1,992,898</u>	<u>2,065,095</u>	<u>2,037,200</u>	<u>523,514</u>	<u>2,184,840</u>

\*Cook County Tax Rate May 2009=9.25% July2010=8.75% Jan2012=8.50%, Jan2013=8.25%, Jan2016=9.25%

\*Dupage County Tax Rate May 2009=7.25%

\*Includes .25% Non-Home Rule Sales Tax

\*There is a three month delay in receiving Sales Tax data from the State, i.e. May data is received in August

<b>HOTEL/MOTEL TAX</b>	<u>FY12-13 ACTUAL</u>	<u>FY13-14 ACTUAL</u>	<u>FY14-15 ACTUAL</u>	<u>FY15-16 ACTUAL</u>	<u>FY16-17 ACTUAL</u>	<u>FY16-17 BUDGET</u>
May	48,227	46,640	49,463	53,689	46,343	58,285
Jun	48,900	50,453	52,927	56,785	52,252	63,470
Jul	45,816	48,410	49,135	58,638	51,069	65,860
Aug	45,146	46,866	49,363	51,540	44,753	62,620
Sep	50,240	47,907	49,651	50,147		60,760
Oct	48,069	45,488	50,349	48,712		60,770
Nov	36,682	36,674	36,752	39,180		48,640
Dec	26,530	29,712	31,116	26,929		37,680
Jan	32,062	36,063	32,052	31,814		46,630
Feb	31,491	32,927	29,899	32,078		29,580
Mar	36,821	37,948	39,093	37,098		34,830
Apr	44,215	42,483	43,948	42,880		34,725
<b>TOTALS</b>	<u>494,199</u>	<u>501,570</u>	<u>513,747</u>	<u>529,490</u>	<u>194,417</u>	<u>603,850</u>

\*May 2010, tax rate was increased from 3.0% to 3.5%

\*November 2010, tax rate was increased from 3.5% to 4.0%

\*We are currently collecting Sept receipts

\*Quality Inn closed for remodeling, no remittances beginning Dec2015

<b>PLACE OF EATING TAX</b>	<u>FY12-13 ACTUAL</u>	<u>FY13-14 ACTUAL</u>	<u>FY14-15 ACTUAL</u>	<u>FY15-16 ACTUAL</u>	<u>FY16-17 ACTUAL</u>	<u>FY16-17 BUDGET</u>
May	19,701	22,246	24,927	25,973	22,323	26,158
Jun	21,788	23,942	26,250	26,558	29,796	26,158
Jul	19,832	23,224	23,998	24,847	26,223	26,158
Aug	24,338	28,745	23,779	26,623	23,441	26,158
Sep	21,543	21,644	23,236	23,810		26,158
Oct	21,320	21,969	23,654	24,057		26,158
Nov	19,021	22,894	22,999	23,304		26,158
Dec	27,264	24,930	27,233	29,122		26,158
Jan	14,037	19,742	22,096	19,804		26,158
Feb	19,060	20,342	20,468	23,088		26,158
Mar	21,743	23,072	24,030	24,428		26,158
Apr	35,140	21,940	22,770	23,836		26,158
<b>TOTALS</b>	<u>264,788</u>	<u>274,689</u>	<u>285,441</u>	<u>295,450</u>	<u>101,782</u>	<u>313,900</u>

\*1% Place of Eating Tax implemented May 1, 2012

\*Budget \$288.9K in General Fund, \$25K in Place of Eating Tax Fund

\*25% of total each month is transferred to POE Tax Fund, up to \$25K

\*We are currently collecting Sept receipts