

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

**March 24, 2014
7:00 p.m.**

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
– Rylan Hoogland, Pleasantdale Elementary School**
- 2. ROLL CALL**
- 3. AUDIENCE**
- 4. CONSENT AGENDA – OMNIBUS VOTE**

All items listed with an asterisk (*) are considered routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so request, in which event the item will be removed from the Consent Agenda.

5. MINUTES

- *A. Approval of Regular Meeting of March 10, 2014
- *B. Approval of Budget Workshop of March 10, 2014
- *C. Approval of Continued Budget Workshop of March 13, 2014
- *B. Receive and File Draft Pathway Commission Meeting of March 13, 2014

6. ORDINANCES

- *A. Approval of An Ordinance Granting a Variation from the Village of Burr Ridge Zoning Ordinance to Permit Rooftop Solar Panels Located Less Than Five Feet from the Perimeter of the Building (V-02-2014: 15W050 87th Street – Renewable Energy)

7. RESOLUTIONS

- A. Adoption of Resolution of Appreciation Recognizing Forestry and Grounds Division Supervisor Gary Gatlin on the Occasion of the 20th Year that the Village has Received the Tree City USA Award
- *B. Adoption of Resolution of Appreciation Recognizing Retirement After 37 Years of Service to the Village of Burr Ridge - Rayette Norlock
- *C. Adoption of Resolution Approving Preliminary Plat Madison Estates Subdivision (8701 Madison Street)

8. CONSIDERATIONS

- A. Consideration of Recommendation to Award Contract for 2014 Road Program
- B. Presentation Regarding 2014 Emerald Ash Borer (EAB) Treatment Plan

- C. Consideration of Recommendation to Award 2014 EAB Treatment Contract to Kramer Tree Specialists
- D. Consideration of Recommendation to Award Contracts for Tree Removal to Homer Tree Service
- E. Presentation of the Police Department's Implementation Plan for Administering Naloxone for Heroin Overdoses
- *F. Approval of Recommendation to Direct Staff to Notify Affected Residents of the Request by the Hinsdale Habitat for Humanity to Conduct a 5K Race, to be held on October 5th, 2014, Prior to Final Approval by the Board
- *G. Approval of Recommendation to Authorize Staff to Participate in the 2014 State of Illinois CMS Aggregated Road Salt Purchase Program
- *H. Approval of Recommendation to Authorize Landscape Maintenance Contract Extension to Landworks, Ltd (Village Hall, Police Station, Veterans Memorial)
- *I. Approval of Recommendation to Authorize Landscape Maintenance Contract Extension to Landworks, Ltd (Medians, Gateways, I-55 Corridor, County Line Road "4-corners" Corridor)
- *J. Approval of Recommendation to Authorize 2014 Herbiciding and Fertilizing Services Contract to Green T Services, Inc.
- *K. Approval of Proclamation Designating April 20-26, 2014 as Arbor Day Week
- *L. Receive and File Police Department Administrative Secretary Rayette Norlock's Letter of Intent to Retire effective April 11, 2014
- *M. Approval of Recommendation to Authorize the Police Chief to Fill the Vacant Administrative Secretary Position
- *N. Approval of Vendor List in the Amount of \$302,345.30 for All Funds, plus \$188,926.97 for Payroll, for a Grand Total of \$491,272.27, which includes a Special Expenditure of \$10,120.38 to Burns & McDonnell for German Church Road sidewalk improvements
- O. Other Considerations – For Announcement, Deliberation and/or Discussion only – No Official Action will be Taken

9. AUDIENCE

10. REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS

11. ADJOURNMENT

TO: Mayor and Board of Trustees
FROM: Village Administrator Steve Stricker and Staff
SUBJECT: Regular Meeting of March 24, 2014
DATE: March 21, 2014

PLEDGE OF ALLEGIANCE – Rylan Hoogland, Pleasantdale Elementary School

6. ORDINANCES

A. Variation (V-02-2014: 15W050 87th Street – Renewable Energy)

Attached is an Ordinance granting a variation from the Zoning Ordinance to permit a rooftop solar panel to encroach into the required five foot setback from the perimeter of the building. The Zoning Board of Appeals recommended approval of this variation. At its February 24 meeting, the Board directed staff to prepare this Ordinance.

It is our recommendation: that the Ordinance be approved.

7. RESOLUTIONS

A. Resolution of Appreciation – Gary Gatlin

Enclosed please find a Resolution of Appreciation for Village Arborist Gary Gatlin, whose efforts throughout the years in tree preservation have earned the Village the designation of a Tree City USA for 20 consecutive years. A framed Resolution will be presented to Arborist Gatlin at the meeting on Monday evening.

It is our recommendation: that Resolution be adopted.

B. Resolution of Appreciation – Rayette Norlock

Enclosed please find a Resolution of Appreciation for Police Administrative Secretary Rayette Norlock recognizing her 37 years of employment with the Village's Police Department and congratulating her on her pending retirement on April 11, 2014. A framed Resolution will be presented to Ms. Norlock at her Retirement Party on April 10.

It is our recommendation: that the Resolution be adopted.

C. Madison Estates Preliminary Plat of Subdivision

Attached is a resolution approving the preliminary plat for the Madison Estates Subdivision at 87th and Madison Streets. The preliminary plat was approved by the Board as part of an amendment to the Annexation Agreement for this property. The Resolution and the attached preliminary plat are consistent with the approved Annexation Agreement.

It is our recommendation: that the Resolution be adopted.

8. CONSIDERATIONS

A. Contract for 2014 Road Program

The Engineering Division of the Public Works Department has prepared the contract documents and solicited bids for the 2014 Roadway Resurfacing Contract in accordance with IDOT guidelines for projects financed in part with Motor Fuel Tax (MFT) funds.

Scope of Improvements for the 2014 Roadway Resurfacing Program

Streets to be resurfaced as part of this year's Road Program include:

- Fieldstone subdivision
- Madison Ridge subdivision
- Miscellaneous patching

Once again, the DPW Engineering Division has accelerated the preparation of bid documents to create the most favorable bidding environment. This year, seven bids were received, which were opened and read publicly on March 13, 2014. The bids are summarized as follows:

Contractor	Bid Price
Central Blacktop	\$ 558,543.00
Brother's Asphalt	\$ 600,997.50
James D. Fiala Paving Co.	\$ 606,066.90
K-Five Construction Co.	\$ 623,111.75
Chicagoland Paving Co.	\$ 669,900.00
Abbey Paving Co.	\$ 669,496.00
Crowley-Sheppard Asphalt, Inc.	\$ 740,099.00

Contractor Reputability and Completeness of Bid Documents:

The lowest responsive and responsible bidder is Central Blacktop, of LaGrange, IL, with a bid of \$558,543.00. The engineer's estimate for the resurfacing program is \$667,831, so the low bid is 16% under the estimate. Due to the advancement of the letting schedule and continued competitiveness in the construction industry, staff is pleased that the Village has been presented with favorable pricing again this year.

No errors or omissions were identified in the review of the lowest responsive and responsible bid. Engineering staff has previously worked with Central Blacktop and performance has been acceptable. All IDOT certifications are in order and properly documented for this contractor.

Note: As discussed at the March 13 Budget Review meeting, the favorable bid prices now presents the Village with the opportunity to retain the unexpended funds, or to advance another project through a supplemental contract with the low bidder. As was discussed at that time, this winter has resulted in accelerated deterioration of several roadways, therefore additional patching and/or resurfacing may be appropriate at this time. Director of Public Works, Paul May, will review all the streets in the 5-year program and provide a report to the Village Board in April or early May, following the spring thaw.

The Engineering Division finds that the lowest responsive and responsible bidder has submitted a complete proposal, that the contractor is reputable and in good standing, and that the Village has received competitive pricing for the 2014 Roadway Resurfacing Program.

It is our recommendation: that the 2014 Roadway Resurfacing contract be awarded to Central Blacktop, of LaGrange, in the amount of \$558,543.00.

B. 2014 Emerald Ash Borer (EAB) Treatment Plan

Public Works Director Paul May will present to the Board his annual Emerald Ash Borer Treatment Plan report at Monday's meeting.

C. 2014 EAB Treatment Contract

During the spring of 2013, the Village Board considered a number of EAB management scenarios, and consensus was reached to utilize a "managed decline" methodology. This process was commenced in May, 2013. Pursuant to this methodology, treatment will be provided for all Ash trees which meet both of the following two conditions: 1) tree is 12" DBH or larger and, 2) tree is rated in "Good" or "Excellent" condition. The 2013 tree inventory indicates that there are approximately 870 such trees, with a total aggregate diameter of 14,000 – 16,000 inches, which meet these two criteria (final measurements are taken at the time of treatment).

Staff has solicited prices from the regional tree care companies which are certified by the Tree Care Industry Association. Submitted bids are listed following:

Kramer Tree Specialists, West Chicago	\$ 1.20 per DBH
Winkler's Tree & Landscaping, LaGrange Park	\$ 1.39 per DBH
Davey Tree Care, Burr Ridge	\$ 1.50 per DBH

Work is expected to commence by the end of April and be complete by June 1. Staff will coordinate a public information campaign to disseminate treatment information to the public.

It is our recommendation: that a contract for selective EAB Treatment be approved with Kramer Tree Specialists, of West Chicago, at the rate of \$1.20 per diameter-inch, not to exceed \$20,000.

D. Tree Removal Contracts

This winter, the Village has identified 117 trees for removal as a result of EAB infestation. To date, the EAB treatment protocol has been very effective, and tree mortality remains far below anticipated levels. In order to provide the most competitive bidding environment, DPW staff has identified 7 geographical areas for removal. This allows for contractors to bid on work which is within close proximity, and to allow contractors to exclude work which for which they do not have adequate expertise/equipment (electric clearances/cranes). Bids have been requested from six qualified contractors. This year, the work does include the removal of some very large ash trees along Garfield Street adjacent to the Hanson Center (Area 7). These trees will be particularly costly to remove as the contractor will have to be authorized for electric line clearance and cranes will be required. The full bid tab for is included on the following page, low bidders summarized as follows:

AREA	Low Bidder	Cost
1	Homer Tree Service	\$ 2,395.68
2	Homer Tree Service	\$ 3,489.36
3	Homer Tree Service	\$ 3,107.44
4	Homer Tree Service	\$ 2,413.04
5	Homer Tree Service	\$ 2,621.36
6	Homer Tree Service	\$ 7,603.68
7	Homer Tree Service	\$ 14,356.72
		\$ 35,987.28

Work is expected to be completed by May 1. Staff will coordinate directly with adjacent property owners. The remaining budget for the current and following fiscal years includes adequate budgeted funds for this work; there is \$37,000+ remaining in the budget for this purpose.

It is our recommendation: that contracts for 2014 Tree Removal be awarded to Homer Tree Service, for areas 1-7, in the aggregate amount of \$35,987.28.

E. Hinsdale Central Habitat for Humanity 5-K Run/Walk Fundraiser

Attached please find a letter from Kelly Griffin, of Hinsdale Central High School, requesting approval for a 5k run/walk fundraiser through parts of Burr Ridge and Hinsdale on Sunday, October 5, 2014 at 8:00 a.m. The event will benefit Habitat for Humanity. Attached please find the route map, which begins at Hinsdale Central High School and travels south down Grant Street, east on 63rd Street, North on Garfield Avenue, east on 60th Street, north on Elm Street, west on Elmwood, south on Childs Avenue, west on 57th Street, north on Park Avenue, west on 56th Street, south on Garfield Avenue, west on 57th Street and north on Grant back to Hinsdale Central High School.

Race organizers have agreed to ensure that all participants will be off the course and all roads will be reopened no later than 9:15 a.m. This course will cause traffic delays and interruptions of various lengths for several dozen property owners. In accordance with the Special Events Ordinance, prior to final approval, a letter will need to be sent to the affected property owners notifying them of this request and giving them an opportunity to comment.

It is our recommendation: that the Board table the request from Hinsdale Central to conduct a 5K run/walk to its April 28 meeting to allow Staff to notify residents along the race course of this request.

F. Administration of Naloxone for Heroin Overdoses

Each year In the U.S., approximately 15,000 people die of Heroin/opioid overdoses each year. The number of deaths during the past five years in DuPage County alone has increased steadily. July 2013 was the worst month with 18 heroin overdose deaths in DuPage County. Naloxone (sold under the brand name Narcan) is a nontoxic, non-addictive drug that can reverse a potentially fatal opioid overdose. Like Automated External Defibrillators (AED's) for heart attack victims, it is Chief John Madden's recommendation that all Burr Ridge Police Officers be trained and equipped with Naloxone to reverse the life-threatening effects of an opiate overdose.

The drug is currently available without a prescription only through certain channels, namely through small, community-based distribution programs that put the life-saving drug in the hands of people at high risk and their families. In DuPage County, Naloxone is distributed to Law Enforcement by the Department of Public Health free of charge.

It is our recommendation: that the recommendation to implement a program for the administration of Naloxone for heroin overdose be approved.

G. 2014 State of Illinois CMS Aggregated Road Salt Purchase Program

Each year, Illinois communities purchase road salt through the aggregated Illinois State Bid in order to receive the most competitive pricing available. As a party to the State bid process, the Village is obligated to purchase 80% of the requested allotment, and the supplier is obligated to provide 120% of the requested allotment, if requested. The 2013 cost for salt was \$48.94 per ton for the initial purchase. As the board is aware, the 2013-14 snow season has been particularly intense, with snowfall totals far exceeding and average year, and very near record-breaking levels at this time. As a result, the DPW anticipates that there will be no salt surplus remaining in the Burr Ridge storage bins at the end of this snow season. During an average season, the DPW uses 1,200 tons of salt. This year, the DPW has utilized nearly 2,000 tons of salt, and it has been necessary to ration the use of salt in order to maintain an adequate supply through the winter.

The impact of this winter is likely to result in increasing commodity costs throughout the nation for next year's order. The proposed FY 14-15 budget includes \$72,000 for the purchase of road salt, which is based on the

requisition of 1,200 tons at \$60 per ton. It will not be known what the actual low bid cost will be until CMS bid results are tabulated in late spring/early summer. As noted previously, the CMS purchase contract requires the participant agencies to specify the amount of tons desired. The participant agency is contractually obligated to purchase 80% of the specified amount, and the seller is required to deliver up to 120% of the specified amount.

Historically, the Village has established the desired amount (1,200 tons) at the 100% quantity. However, in consideration of the fact that the inventory is depleted, DPW staff would recommend that this year the desired quantity be set at the 80% threshold, so as to provide access to a larger quantity of salt if needed. This methodology would set the 80% level at 1,200 tons (as budgeted), the 100% level at 1,500 tons, and the 120% level at 1,800. The risks and rewards associated with this methodology are as follows:

1. If the 2014-15 winter is severe, the Village will have contractual access to a larger quantity of salt (up to 1,800 tons), at an established low-bid price.
2. If the price per ton is lower than budgeted and the winter is mild, the Village may elect to purchase a larger quantity of salt (up to 1,800 tons) and retain a modest surplus inventory for future years.
3. If the price per ton is higher than budgeted, the Village will be obligated to purchase 1,200 tons, and the order cost will exceed the budgeted amount.

After the impact of the 2013-14 on the Village's salt supply and the necessity to ration salt this year, the DPW believes that it is prudent to set the 80% level salt quantity at 1,200 tons, and to place the order with the State of Illinois CMS.

It is our recommendation: that the Director of Public Works be authorized to submit the 2014 State of Illinois CMS joint purchasing requisition form in the amount of 1,200 tons at the 80% level, 1,500 tons at the 100% level, and 1,800 tons at the 120% level.

H. Landscape Maintenance Contract (Village Hall, Police Station, Veterans Memorial)

The Village uses a contractor to perform weekly mowing and landscape maintenance services at the Village Hall (mowing only), Police Station, and Veteran's Memorial (2.75 acres). This work includes garbage/debris removal, mowing, edging plant beds, mulching, planting of annuals, and perennial plant bed maintenance. This work is performed from April through October. The contract for this work was most recently let in 2012, at which time it was found that aggregating contracts across the entire municipal campus was most economical. A two-year contract was awarded to Landworks, Ltd. at that time, and the contractor has agreed to extend his price with no increase for the 2014 season. Staff recommends that this extension be authorized, and that the contract be let re-let in 2015 following completion of the bridge project, so that work can be aggregated with other projects, including the I-55 bridge project. The 2014 cost for this work will be \$20,690.

It is our recommendation: that a one-year contract extension be authorized with Landworks, Ltd. for Landscape Maintenance Services in an aggregate amount not to exceed of \$20,690 per year.

I. Landscape Maintenance Contract (Medians, Gateways, I-55 Corridor, County Line Road “4-corners” Corridor)

The median and gateway landscaping contract was most recently let in 2012. This contract is funded through the Hotel-Motel Fund. Work under this contract includes the following services:

- Maintenance of three (3) County Line Road Medians
- Maintenance of three (3) Primary Gateways
- Maintenance of six (6) Secondary Gateways
- Maintenance of the “Four Corners” landscaping (corners of Burr Ridge Parkway and County Line Road)
- Monthly mowing of the I-55/County Line Road interchange
- Supplemental work: Due to the fact that this contract deals with live material, it often becomes necessary to have the contractor undertake supplemental work (repairs following traffic accidents, replacement of diseased plant material, enhancements prior to special events). In order to coordinate these activities, the contract includes a provision for supplemental work.

The bids received in 2012 were as follows:

<u>Contractor</u>	<u>Proposed Annual Cost</u>
Clarence Davids	\$ 63,697
The TLC Group	\$ 47,125
Landworks, Ltd.	\$ 43,277

As the board is aware, the 2014-15 construction season will include the construction of the I-55/County Line Road bridge project. It is anticipated that final landscape improvements will be completed in spring, 2015 (including installation of all plant material). It is staff's intention to prepare an aggregated bidding document at that time, which will provide contractors with the ability to bid on a number of Village landscaping contracts, and which may provide enhanced economies of scale. The current contractor, Landworks, Ltd has agreed to extend their current low-bid contract until that time, with no increase in cost from the 2012 bid.

It is our recommendation: that a one-year contract extension be authorized with Landworks Ltd, of Bolingbrook, for Landscape Maintenance Services in the amount of \$43,277 per year, plus supplemental services in accordance with the contractor labor and material schedule. The contract will be funded by the Hotel-Motel fund.

J. 2014 Herbiciding and Fertilizing Services Contract

The Burr Ridge herbicide-fertilize contract has expired. For many years, the Village has utilized Winkler's/Weed Man for fertilization and weed control of Village-maintained properties. The Village has been pleased with the responsiveness, quality control, and contract understanding of Winkler's, Inc. However, DPW staff has identified this service as an area where specifications could be revised to provide significant cost savings. This year, DPW has revised the specifications to decrease the surface area of treatment and to focus treatment on visible areas. Herbicide/fertilize applications will be directed primarily toward the municipal campus, as well as portions of other properties which are visible from the street. As a result of the specification changes, a substantial reduction in cost has been realized (the historical price for the larger scope was \$6,500). Prices proposed for this work include the following:

Contractor	2014	2015	2016
Green T Services	\$1,953.00	\$2,011.57	\$2,071.93
Spring Green	\$2,850.00	\$2,850.00	\$2,850.00
TruGreen	\$3,495.00	\$3,495.00	\$3,495.00

The lowest submitted cost was from Green T Services, of Aurora, IL. Green T has provided a list of references, including several municipal agencies, all of whom are satisfied with the quality of work provided by Green T.

It is our recommendation: that a three-year herbicide-fertilize contract be awarded to Green T Services, of Aurora, in the amount of \$1,953 in the first year, \$2,011.57 in the second year and \$2,071.93 in the third year.

K. Proclamation – Arbor Day Week

Attached is a Proclamation designating April 20 to April 26, 2014, as “Arbor Day Week” in the Village of Burr Ridge. Our annual Arbor Day Tree Planting Program will be held at Elm School on Friday, April 25; we do not have a specific time established for the tree planting yet.

It is our recommendation: that the Proclamation be approved.

L. Receive and File Retirement Letter – Rayette Norlock

Attached please find a letter from Police Administrative Secretary Rayette Norlock indicating her intent to retire from her position on April 11, 2014.

It is our recommendation: that Rayette Norlock's letter of intent to retire be received and filed.

M. Fill Vacant Police Administrative Secretary Position

Police Chief John Madden is requesting that the vacant Police Department Administrative Secretary position remain as a full-time position and that he be authorized to fill the vacancy (see attached).

It is our recommendation: that the request from Chief Madden to maintain the Administrative Secretary position as a full-time position and to authorize him to fill the vacancy be approved.

N. Vendor List

Enclosed is the Vendor List in the amount of \$302,345.30 for all funds, plus \$188,926.97 for Payroll, for a Grand Total of \$491,272.27. The Vendor List includes a Special Expenditure of

- \$10,120.38 to Burns & McDonnell for German Church Road sidewalk improvements

It is our recommendation: that the Vendor List be approved

5A

REGULAR MEETING

MAYOR AND BOARD OF TRUSTEES
VILLAGE OF BURR RIDGE, IL

March 10, 2014

CALL TO ORDER The Regular Meeting of the Mayor and Board of Trustees of March 10, 2014 was held in the Meeting Room of the Village Hall, 7660 County Line Road, Burr Ridge, Illinois and called to order at 7:00 p.m. by Mayor Straub.

PLEDGE OF ALLEGIANCE The Pledge of Allegiance was conducted by Sarah Frankel of Burr Ridge Middle School.

ROLL CALL was taken by the Village Clerk and the results denoted the following present: Trustees Franzese, Paveza, Ruzak, Bolos, Grasso, and Mayor Straub. Absent was Trustee Manieri. Also present were Village Administrator Steve Stricker, Public Works Director Paul May, Community Development Director Doug Pollock, Police Chief John Madden, Finance Director Jerry Sapp, and Village Clerk Karen Thomas. There being a quorum, the meeting was open to official business.

AUDIENCE There were none at this time.

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

On Roll Call, Vote Was:

AYES: 5 – Trustees Grasso, Paveza, Ruzak, Franzese, Bolos

NAYS: 0 – None

ABSENT: 1 – Trustee Manieri

There being five affirmative votes, the motion carried.

APPROVAL OF REGULAR MEETING OF FEBRUARY 24, 2014 were approved for publication under the Consent Agenda by Omnibus Vote.

RECEIVE AND FILE (DRAFT) WATER COMMITTEE MEETING OF FEBRUARY 24, 2014 were noted as received and filed under the Consent Agenda by Omnibus Vote.

RECEIVE AND FILE (DRAFT) PLAN COMMISSION MEETING OF MARCH 3, 2014 were noted as received and filed under the Consent Agenda by Omnibus Vote.

ADOPTION OF RESOLUTION APPROVING A POLICY FOR VILLAGE BOARD

AUDITOR ROTATION The Board, under the Consent Agenda by Omnibus Vote, adopted the Resolution Approving a Policy for Village Board Auditor Rotation.

Regular Meeting
Mayor and Board of Trustees, Village of Burr Ridge
March 10, 2014

THIS IS RESOLUTION NO. R-04-14.

ADOPTION OF RESOLUTION AUTHORIZING INTER-AGENCY AGREEMENT WITH COOK COUNTY ASSESSORS OFFICE FOR ACCESS TO GEOGRAPHIC INFORMATION SYSTEM DATA

The Board, under the Consent Agenda by Omnibus Vote, adopted the Resolution approving the inter-agency agreement for access to the Cook County Assessor's Geographic Information System data.

THIS IS RESOLUTION NO. R-05-14

APPROVAL OF ZONING BOARD OF APPEALS RECOMMENDATION TO APPROVE VARIATION TO PERMIT A ROOFTOP SOLAR ENERGY PANEL LOCATED LESS THAN THE REQUIRED FIVE FEET FROM THE PERIMETER OF THE BUILDING (V-02-2014: 15W050 87TH STREET – RENEWABLE ENERGY)

The Board, under the Consent Agenda by Omnibus Vote, directed staff to prepare an Ordinance granting the variation as recommended by the Zoning Board of Appeals.

APPROVAL OF PLAN COMMISSION RECOMMENDATION TO CONDUCT PUBLIC HEARING FOR AN AMENDMENT TO THE ZONING ORDINANCE REGULATING HOBBY BEEKEEPING IN RESIDENTIAL DISTRICTS (PC-02-2014)

The Board, under the Consent Agenda by Omnibus Vote, authorized the Plan Commission to conduct a public hearing to consider amending Section IV.I of the Zoning Ordinance to add regulations for backyard beekeeping.

APPROVAL OF RECOMMENDATION TO ORDER SQUAD CARS (INCLUDED IN FY 14 – 15 BUDGET, FOR DELIVERY AFTER MAY 1, 2014)

The Board, under the Consent Agenda by Omnibus Vote, approved the request to order two 2014 Ford Utility Police Interceptor vehicles for delivery in May 2014 at a cost of \$27,735 each.

APPROVAL OF RECOMMENDATION TO REAPPOINT J MAGGIO TO THE PATHWAY COMMISSION FOR A TERM EXPIRING SEPTEMBER 10, 2016

The Board, under the Consent Agenda by Omnibus Vote, accepted Mayor Straub's recommendation to reappoint J. Maggio to the Pathway Commission for a term expiring September 10, 2016.

APPROVAL OF RECOMMENDATION TO REAPPOINT LUISA HOCH TO THE PATHWAY COMMISSION FOR A TERM EXPIRING SEPTEMBER 10, 2016

The Board, under the Consent Agenda by Omnibus Vote, accepted Mayor Straub's recommendation to reappoint Luisa Hoch to the Pathway Commission for a term expiring September 10, 2016.

APPROVAL OF REQUEST FOR RAFFLE LICENSE AND HOSTING FACILITY LICENSE FOR SOARING EAGLE ACADEMY FOR FUNDRAISING EVENT ON MAY 10, 2014

The Board, under the Consent Agenda by Omnibus Vote, approved the Raffle and

Regular Meeting
Mayor and Board of Trustees, Village of Burr Ridge
March 10, 2014

Chance License for Soaring Eagle Academy for its May 10 raffle, with the fidelity bond waived, and that the Academy be licensed to host the event.

APPROVAL OF VENDOR LIST IN THE AMOUNT OF \$179,395.73 FOR ALL FUNDS, PLUS \$232,656.13 FOR PAYROLL, FOR A GRAND TOTAL OF \$412,051.86. THE VENDOR LIST INCLUDES SPECIAL EXPENDITURES OF \$34,935.79 TO STATE OF ILLINOIS TREASURER FOR MADISON LAPP FEBRUARY 2014 PAYMENT AND \$24,925.00 TO DAVIS CONCRETE CONSTRUCTION FOR 2013 SIDEWALK REPLACEMENT

The Board, under the Consent Agenda by Omnibus Vote, approved the Vendor List for the period ending March 10, 2014 in the amount of \$179,395.73, and payroll in the amount of \$232,656.13 for the period ending March 1, 2014.

CONSIDERATION OF ADOPTION OF RESOLUTION APPROVING A POLICY RELATING TO NOTICES FOR PUBLIC HEARINGS

Community Development Director Doug Pollock stated that at the February 24th Board meeting, staff was directed to prepare a policy related to public hearing notices. He explained that the policy increases the range of notification from 500 feet to 750 feet and the range will be expanded when necessary to include a minimum of 20 residential properties. Mr. Pollock also added that the policy states that signs will be placed on the subject property and Homeowners Associations for any subdivisions within 1,500 feet will also receive a notice.

Mr. Pollock explained that at its March 3rd meeting, the Plan Commission again discussed this matter and recommends that the minimum requirement of 20 residents be eliminated from the policy as it adds an undesirable degree of variation to the public notices.

Trustee Franzese stated he is in agreement with the Plan Commission recommendation and discussed a previous public hearing that would have required a large notification range to reach 20 residents.

Commissioner Grela explained that the Plan Commission prefers a linear notification in order to eliminate discretion regarding the recipients of the public hearing notices. Mr. Grela reiterated that the state statute is 250 feet, we currently require 500 feet, and the increase to 750 feet triples that requirement. He added that there is also the additional awareness of public hearings through the posting of public hearing signs, legal notices in the paper, and publication on the Village Web Site. Commissioner Grela concluded that the Plan Commission unanimously recommends that the policy designate the notification range of 750 feet and eliminate the minimum requirement of 20 residential properties.

Motion was made by Trustee Ruzak and seconded by Trustee Franzese to eliminate the minimum requirement of 20 residential properties from the Resolution and that the Resolution be adopted as amended.

Regular Meeting
Mayor and Board of Trustees, Village of Burr Ridge
March 10, 2014

On Roll Call, Vote Was:

AYES: 5 – Trustees Ruzak, Franzese, Grasso, Paveza, Bolos

NAYS: 0 – None

ABSENT: 1 – Trustee Manieri

There being five affirmative votes, the motion carried

THIS IS RESOLUTION NO. R-06-14.

CONSIDERATION OF PLAN COMMISSION RECOMMENDATION TO AMEND THE ZONING ORDINANCE REGARDING SOLAR ENERGY PANELS Community

Development Director Doug Pollock stated that this request is related to Consent Agenda item 8B which requests a variation for the setbacks required in the Zoning Ordinance for Solar Energy Panels. He explained that the Plan Commission unanimously agreed to request that the Board authorize a Public Hearing be conducted to consider an amendment to the Zoning Ordinance regarding Solar Energy panels.

Village Administrator Steve Stricker clarified that the Variation request discussed in agenda item 8B should not have been required and consideration should be given to amending the Zoning Ordinance. Mr. Pollock added that the Zoning Ordinance requires a five foot setback which may not be warranted.

Motion was made by Trustee Ruzak and seconded by Trustee Paveza to approve the Plan Commission recommendation to amend the Zoning Ordinance regarding solar energy panels.

Trustee Franzese stated the motion should be to authorize the Plan Commission to conduct a Public Hearing. Motion and second were withdrawn.

Motion was made by Trustee Franzese and seconded by Trustee Ruzak to authorize the Plan Commission to conduct a Public Hearing to consider amending the Zoning Ordinance regulations for solar panels.

On Roll Call, Vote Was:

AYES: 5 – Trustees Franzese, Ruzak, Grasso, Paveza, Bolos

NAYS: 0 – None

ABSENT: 1 – Trustee Manieri

There being five affirmative votes, the motion carried

OTHER CONSIDERATIONS Trustee Franzese extended his gratitude to Commissioners J. Maggio and Luisa Hoch for their continued service to the Pathway Commission.

AUDIENCE There were none at this time.

Regular Meeting
Mayor and Board of Trustees, Village of Burr Ridge
March 10, 2014

REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS Village

Administrator Steve Stricker stated that the Village newsletters which were recently mailed had the incorrect resident name listed. He explained that investigation is underway to determine the cause of the problem and added his apology to the residents. Mayor Straub inquired about using the direct mail option with the newsletter. In response, Village Administrator Stricker stated that in past experience, he found that it is not as reliable of a delivery method.

Trustee Paveza noted that historically, when completing the resident surveys, many residents inquire about the possibility of adding a Village library. He explained that this has been considered in the past and it is not economically feasible for a community the size of Burr Ridge to have its own library. He added that the Indian Prairie Public Library in Darien is an excellent library and can be used by residents. Trustee Paveza suggested having a library representative come to a Board Meeting to discuss the costs and advantages of a library card. Village Administrator Stricker added that approximately 40% of Village residents are in the Indian Prairie Library district and card costs are included in their real estate taxes.

ADJOURNMENT Motion was made by Trustee Paveza and seconded by Trustee Ruzak that the Regular Meeting of March 10, 2014 be adjourned.

On Roll Call, Vote Was:

AYES: 5 – Trustees Paveza, Ruzak, Grasso, Franzese, Bolos

NAYS: 0 – None

ABSENT: 1 – Trustee Manieri

There being five affirmative votes, the motion carried and the meeting was adjourned at 7:23 P.M.

PLEASE NOTE: Where there is no summary of discussion on any items in the minutes, this reflects that no discussion occurred other than the introduction of the item.

Karen J. Thomas
Village Clerk
Burr Ridge, Illinois

APPROVED BY the President and Board of Trustees this _____ day of _____, 2014.

SB

MINUTES
FY 2014-15 BUDGET WORKSHOP
March 10, 2014

CALL TO ORDER

The meeting was called to order at 7:30 p.m. by Mayor Mickey Straub.

ROLL CALL

Present: Mayor Mickey Straub, Trustees Al Paveza, Len Ruzak, Guy Franzese, Janet Ryan Grasso and Diane Bolos

Absent: Trustee John Manieri

Also Present: Village Administrator Steve Stricker, Village Clerk Karen Thomas, Community Development Director Doug Pollock, Finance Director Jerry Sapp, Police Chief John Madden and Public Works Director Paul May

Village Administrator Steve Stricker stated that the purpose of tonight's meeting was to begin the review of the FY 14-15 Budget and that he hoped to review the Budget highlights as indicated in the Budget Message, as well as Revenues and Expenditures in the General Fund. He stated that the meeting would then be continued to Thursday, March 13, at which time the remainder of the Budget will be reviewed.

PRESENTATION OF FY 14-15 BUDGET HIGHLIGHTS

Administrator Stricker stated that the FY 14-15 Expenditures for all funds, including transfers, amounts to \$17,399,455. He stated that for the 4th year in a row, the Village anticipates a surplus in the General Fund and that he is recommending \$150,000 be transferred from the General Fund to the Capital Projects Fund at the end of the fiscal year. He stated that the General Fund Budget is balanced, however, Revenue growth is flat and Revenues are .7% less than budgeted the previous year. He stated that this trend is not sustainable and, with future year budgets all showing deficits, new sources of revenue will need to be considered.

Administrator Stricker indicated that the Budget includes \$1,980,405 in Capital Projects, which represents 11.4% of the total Budget, and outlined this year's Road Program and other Capital Improvements. He indicated that \$50,000 was also budgeted for Village Hall landscaping.

Administrator Stricker stated that \$260,000 was transferred from the Hotel/Motel Tax Fund to the Capital Projects Fund to repay the cost of engineering for the bridge

enhancement project and \$15,000 has been budgeted this year for on-site engineering. He stated that there may be as much as an additional \$40,000 that will still need to be paid in regard to this project, which would represent the Village's portion of the grant, in FY 15-16.

Administrator Stricker stated that there were \$118,000 in sidewalk projects budgeted this year, along with \$20,000 for annual maintenance. He stated that \$20,000 was included for project in the Stormwater Management Fund, \$5,000 of which is for re-grading along the east edge of Katherine Legge Memorial Park, which represents 50% of the cost that we will share with the Village of Hinsdale. He stated that the Water Fund Budget included \$120,000 for the possible water main loop to be installed at 89th and Vine, and that, in the Sewer Fund, \$30,000 was budgeted for sewer repairs on Tomlin Drive. He stated that, in the Information Technology Fund, \$71,530 was budgeted for the continuation of the installation of a wireless network.

Administrator Stricker indicated that there were three pieces of equipment that needed to be replaced in the Equipment Replacement Fund this year, in the amount of \$215,000, including a Ford F150 4 x 4 pickup truck, a Navistar 2-ton dump truck and a Bobcat tool cat. He stated that, in addition, \$56,000 has been budgeted for the replacement of two squad cars, along with \$19,340 for replacement of Police vehicle equipment.

Administrator Stricker stated that a new initiative this year in the Water Fund was to repair water main breaks in-house and listed several pieces of equipment that will be needed for this purpose. He also indicated that another initiative will be the purchase of computer tablets for Board members (\$7,000) and Department Heads (\$5,000) that will be used to replace the cost of preparing paper copies of Board meeting agenda books and other correspondence.

Administrator Stricker also outlined additional major new equipment requests over \$1,000. Trustee Grasso asked about the Taser agreement. In response, Chief John Madden explained that the maintenance contract is a five-year program whereby they will provide maintenance on the existing equipment and will provide new Tasers every five years.

Administrator Stricker stated that the FY 14-15 Budget includes a 2% COLA adjustment plus step increases for all employees. He stated that the Police union contract has not yet been finalized and that, therefore, the amount to be paid to the Police Officers is subject to change. He stated that the FY 14-15 Budget currently includes a 5% increase in health insurance, but that that increase could be reduced back to as much as 3.5% and that he would have that information for the Board by the next meeting. He stated that, currently, \$126,560 is paid by employees for their share of the cost of health insurance.

Administrator Stricker indicated that the FY 14-15 budget includes two new initiatives as it related to new personnel, both of which are in the Water Fund. The first is to hire an additional General Utility Worker I employee to begin the in-house repair of water main breaks and the second initiative is to accelerate the water meter replacement program by hiring one additional employee. In addition, there will be one promotion this year in the Public Works Department and that, although it has not yet been included in the budget, \$2,000 will be added to the budget to provide for the longevity bonus program for part-time employees and \$1,000 has been added to extend the longevity program for full-time employees recognizing service for 30, 35 and 40 years.

Administrator Stricker stated that there were two new operating programs of note this year. The first is \$20,000 for website re-design, which is found in the IT Fund, and \$3,400 for a maintenance agreement for the Police in-car computer software.

Trustee Diane Bolos directed the Administrator's attention to Section 2, page 1, that showed a breakdown of the Village-wide summary and stated that it appeared to her that the overall budget showed a deficit of \$752,760, which she felt was disconcerting. In response, Administrator Stricker stated that he would not describe this amount as a deficit, but rather as a reduction in reserves. He stated that, in the case of several funds, including the Capital Improvements Fund, Sidewalk/Pathway Fund, Equipment Replacement Fund, Stormwater Management Fund and, in some cases, the Water Fund, that money has been set aside in past years for Capital expenditures that will be spent this year. He stated that it was unrealistic to think that all expenditures would be paid by all new revenue in any given year. He stated that, if an operating budget was found to be in a deficit, then it would be of concern, but that is not the case this year in the General Fund. He indicated that there were deficits shown in the General Fund for future years and that he was concerned about that situation. Administrator Stricker explained that the reason for the deficits in future years is the fact that the Road Programs in future years will need to be paid for through a transfer from the General Fund and that is what is causing the deficit. In general, he stated that the General Fund can no longer support the Road Program and other Capital Projects and that a new revenue source is needed. He stated once again that he felt that an important new source of revenue could come from a referendum maintaining the current amount of property tax paid for the Lake Michigan Water Project and allocate those dollars to Capital Projects. He stated that that would provide an infusion of \$520,000 for Capital Projects.

In response to a question from Trustee Bolos, Administrator Stricker stated that even that additional amount would not cover all Capital expenditures, but that it would certainly be of help. He stated that he felt that the residents would not notice the decrease in their property tax, if the amount currently paid for the Water Main Project went away after FY 16-17 and felt that a case could be made to convince the voters to continue paying this tax in order to support future Road Programs. He stated the many communities, like the

Village of Hinsdale, do not cover the cost of the annual Road Program with General Fund revenues and instead wait for their roads to deteriorate and then establish a Special Service Area. He stated that the Village of Burr Ridge has never done that and would not recommend it.

Trustee Guy Franzese stated that he understood that the budget included transfers that were double counted, but would like to see a graph that shows how the transfers from one fund to another lead to a double counting. In response, Administrator Stricker and Finance Director Jerry Sapp to prepare a chart that shows the inter-fund transfers.

DISCUSSION REGARDING GENERAL FUND BUDGET

Administrator Stricker indicated once again that the FY 13-14 Budget started the year with a planned \$83,040 surplus and that it appears that the surplus will be around \$195,605. With that in mind, he is recommending a \$150,000 transfer at the end of the fiscal year.

Administrator Stricker indicated that Revenues for FY 14-15 in the amount of \$8,241,735 is actually .7% less than what was budgeted the previous year. He stated that municipal sales tax continues to be the largest single revenue source in the budget, but unfortunately sales tax figures for FY 13-14 did not meet projections, but were close. He stated that Staff breaks out the sales tax into three components – the base sales tax, the Village Center sales tax and the ¼% non-home-rule sales tax. He stated that the FY 14-15 the Budget shows the amount is a 2.2% growth in sales tax over the estimated actual and a 3% increase in sales tax for future years.

Administrator Stricker discussed the other major sources of revenue in the General Fund, including building permits, State income tax and interest income. He stated that the State income tax is always a concern due to the fact that the State constantly discusses the possibility of reducing the allocation that is given to municipalities.

Administrator Stricker stated that the Restaurant Marketing Fund Tax has exceeded expectations and that in FY 14-15, \$241,490 will be generated in the General Fund and an additional \$55,000 will be placed in the Restaurant Place-of-Eating Tax Fund.

Resident John Bitner stated that one way to increase revenue in the General Fund would be to allow video gaming. Trustee Bolos stated that the Board should look seriously at the future year budgets to determine how best to handle future year deficits.

Administrator Stricker stated that expenditures in the General Fund in the amount of \$8,175,795 is actually .5% less than the previous year's budget. He walked the Board through each of the General Fund budgets and answered questions.

The issue of salaries for the Mayor and Trustees was discussed at great length. Trustee Grasso stated that she felt that Trustees should be compensated, but would be willing to go along with a referendum to ask the voters to decide. Trustee Bolos disagreed that the Mayor and Trustees should be compensated, but agreed that a referendum would be a good idea. Trustee Franzese stated that he opposed salaries for the Mayor and Trustees, but he did not agree that a referendum was needed and that the Board was elected to make difficult decisions such as this. Trustee Ruzak stated that he agreed that the public should decide and also that the public should decide on the issue of term limits. Trustee Paveza stated that he agreed with Trustee Franzese that the Board should make the decision.

Resident John Bitner stated that he agreed that a referendum would be the appropriate approach to this issue.

Trustee Bolos stated that she thought that there would be a cost to the Village to place a referendum question on the ballot. The Administrator stated that was not the case.

After some discussion, Administrator Stricker stated that he would ask the Village Attorney for his opinion on how the referendum question could be structured for both salaries and term limits for the Mayor and the Trustees and that he would place this issue on an agenda in April for further discussion.

There being no further business, a **motion** was made by Trustee Diane Bolos to continue the Budget Workshop to Thursday, March 13, at 7:00 p.m. The motion was **seconded** by Trustee Al Paveza and **approved** by a vote of 5-0.

The meeting was so continued at 9:35 p.m.

Respectively submitted,



Steve Stricker
Village Administrator

MINUTES
CONTINUED FY 2014-15 BUDGET WORKSHOP
March 13, 2014

50

CALL TO ORDER

The meeting was called to order at 7:02 p.m. by Mayor Mickey Straub.

ROLL CALL

Present: Mayor Mickey Straub, Trustees Al Paveza (arrived at 7:54 p.m.), Len Ruzak, Guy Franzese, Janet Ryan Grasso and Diane Bolos

Absent: Trustee John Manieri

Also Present: Village Administrator Steve Stricker, Village Clerk Karen Thomas, Finance Director Jerry Sapp, Police Chief John Madden and Public Works Director Paul May

Mayor Straub presented the Board with a PowerPoint slide depicting the Budget timeline. He indicated that the public hearing will be held on April 14 and it is expected that the Board will approve the Budget at that time. He stated that, in order for that to occur, the public hearing notice must be filed with the newspaper by Wednesday, April 2. He stated that, therefore, the Budget discussions would need to be completed by that time.

Village Administrator Steve Stricker stated that, if Budget discussions were not completed at this meeting, the Board could meet either after the Board meeting on March 24 or call a special meeting on either Thursday, March 27, or Monday, March 31.

Trustee Diane Bolos stated that she would like a full report on all the changes that were being made to the Budget before it is finalized.

Administrator Stricker continued his presentation of the FY 14-15 Budget. He stated that, at the last meeting, he skipped over the Building and Grounds Budget. He stated that the Budget is 14.2% higher this year than the previous year due to \$25,000 that needed to be budgeted for the foundation repair at the Public Works facility. He also stated that \$1,500 was budgeted in FY 13-14 for a new Village Hall display case. He stated that, in lieu of a manual display case, he suggesting that for \$2,000, digital screens could be located in both the Village Hall foyer and outside the front door of the Village Hall to provide for an automated message board system. After some discussion, the consensus of the Board was to include the \$2,000 in the FY 13-14 Estimated Actual to complete this project.

Trustee Guy Franzese noticed that the miscellaneous category under Operating Supplies appeared to be in error. Although it indicated a \$200 budget, it appears that the number should have been \$2,000. Administrator Stricker indicated that he would check his notes to determine the correct number.

SPECIAL REVENUE FUNDS

Administrator Stricker reviewed the four Special Revenue Funds, including the E-9-1-1 Fund, Hotel/Motel Tax Fund, Motor Fuel Tax Fund and Restaurant Place-of-Eating Tax Fund. He stated that the Hotel/Motel Tax Fund Budget, which was prepared with the help of the Hotel Marketing Committee, was recommended for approval by the Economic Development Committee. Trustee Bolos indicated that she felt that there should not be future year increases in the Hotel Marketing Budget and that the number should be kept at \$250,000. After some discussion, Trustee Franzese agreed with Trustee Bolos, but Trustees Grasso and Ruzak and Mayor Straub did not.

The question of the County Line Road Bridge Nameplate was discussion. Administrator Stricker stated that it is typical that, for major Capital Projects of this type, a nameplate be placed on the project that includes the names of the Trustees and Staff that participated. He stated that the plaque could be placed on one of the columns on the bridge, or it could be placed somewhere in the downtown area. He stated that a final decision on the wording of the nameplate and a decision on whether to move forward with this item would be discussed by the Board at a later date.

Administrator Stricker stated that, in the Restaurant/Place-of-Eating Tax Fund, the estimated actual amount of \$49,030 was incorrect and that it should be around \$52,000-\$53,000, due to the fact that the purchase of the tote bags that are given away at the concerts needed to be ordered prior to the beginning of the fiscal year.

Mayor Straub asked how long our marketing consultant has been working for the Village. In response, Administrator Stricker stated that it has been at least 8 years. Mayor Straub stated that it may be wise to consider hiring a different firm that may provide a different perspective on marketing in the future.

Trustee Paveza arrived at 7:54 p.m.

CAPITAL PROJECT FUNDS

Administrator Stricker presented the Board with the four Capital Projects Funds, including Capital Improvements Fund, Sidewalk/Pathway Fund, Equipment Replacement Fund and Stormwater Fund. He stated that the Road Program is found in the Capital Improvements Fund and that the Village opened bids for the 2014 Road Program during the day, stating that the bids came in much lower than anticipated. He stated that the Engineer's Estimate for the Road Program was \$667,831 and the low bid was from Central Blacktop in the amount of \$558,543, thereby providing the Village with a savings of \$109,288 from the current numbers shown in the budget. Administrator Stricker stated that, with this saving in mind, he would like to sealcoat the Village Hall parking lot in the amount of approximately \$10,000 and set some money aside for additional patching. He also stated that money could be used to move the salt storage facility (\$60,000), if the Board so desired.

Public Works Director Paul May also suggested the possibility of moving up a street in the program, due to the abnormal winter. He suggested that Chasemoor Drive might be a good candidate. Administrator Stricker stated that there may be other roads that also may need to be moved up and suggested that the Public Works Department review all of the roads that are contemplated to be improved over the next few years to determine if it's necessary to move the projects up. Public Works Director May indicated that he would present a recommendation at either the second meeting in April or the first meeting in May. Trustee Bolos stated that she felt that this money should be saved to help cover the cost of the deficit in FY 16-17.

Administrator Stricker presented the Board with the Debt Service Fund Budget. He indicated that the Debt Service Fund includes principal and interest payments on the Bedford Park Water Main Project, the County Line Road Beautification Project and the loan on the Police facility. In response to a question from Trustee Bolos, Administrator Stricker stated that the full amount of the loan in the amount of \$6,920,000 for the Police facility will need to be paid in FY 17-18. He stated that, if funds are not available, a new loan would have to be secured. He stated that there is currently \$2.8 million in equity that could be used to pay off the cost of building, leaving \$4.12 million that would be paid for utilizing the proceeds from the sale of both the Pump Center and Rustic Acres properties. He stated that the likelihood of these properties being sold at their current prices was doubtful at best. In response to a question from Mayor Straub, Administrator Stricker stated that the Village could become more active in selling the properties by using a Real Estate broker and re-appraising the properties to set a more realistic price. He also mentioned that another piece of property between 83rd Street and the Deer Path Lake could be sold and would probably be a more valuable piece of property to sell to a residential developer. He stated that, in the past, the Village Board did not want to sell this property, due to concerns residents in the neighborhood would have in regard to the sale.

ENTERPRISE FUNDS

Administrator Stricker presented the Board with an overview of both the Water and Sewer Funds. He stated that the Water Fund included two new initiatives, including performing water main break repairs in-house and accelerating the water meter replacement program, each of which includes the hiring of one additional full-time employee. He stated that the full-time employee associated with the meter replacement program would be either absorbed into the Department or eliminated after the replacement program is completed.

He stated that the Water Fund Budget shows deficits both in the estimated actual (\$199,150) and in the FY 14-15 Budget (\$266,360). He stated that \$120,000 of that figure was for the possibility of a water main extension, which may or may not occur. In response to a question from Trustee Bolos regarding the deficit, Administrator Stricker stated that the main reason why there is a deficit in the Water Fund Operating Budget is the fact that the water rate, which is the only major source of revenue in the Water Fund, is not tied to the Operating Budget. Trustee Paveza stated that in hot, dry summers, the Village will always sell more water and will generate more revenue than in wet summers and, therefore, the surpluses and deficits in the Water Fund will vary accordingly.

Administrator Stricker stated that the water rate not only is not tied to operating expenses, it does not generate enough revenue to set aside funds for the future replacement of the water system and that it is inevitable that the future replacement of the water system will have to be financed through Special Assessments/Special Service Areas. Trustee Bolos asked what other communities do in regard to major replacement of the water system. In response, Administrator Stricker stated that they would do something similar, but that he would have Staff conduct a survey.

INFORMATION TECHNOLOGY FUND

Administrator Stricker presented the Board with the details of the Information Technology Fund. He stated that this fund was created to better understand the costs associated with the Village's computer technology. He stated that, in FY 14-15, \$12,000 was budgeted for the purchase of computer tablets, \$5,000 for replacement of desktop scanners and \$20,000 was budgeted for the Village Hall copier that was deferred from FY 13-14. In addition, he indicated that \$66,520 was included for new access points for the wireless system.

Trustee Bolos asked if Wi-Fi would be included with the computer tablets. Administrator Stricker stated that Wi-Fi was not originally contemplated, but that when the presentation is made regarding the purchase of these tablets, he will provide costs associated with Wi-Fi and the Board can decide whether or not to add this feature.

Trustee Franzese pointed out that the phrase "computer tablet" was misspelled in the chart on page 103.

POLICE PENSION FUND

Administrator Stricker presented the Board with the FY 14-15 Police Pension Fund Budget. He stated that the Fund includes \$871,140 in payments for retirements and disabilities and that the full amount of the employer contribution, based on actuary study, is included in the Budget. Trustee Bolos suggested that an additional note be added on page 106 to explain the Village's overall pension liability. Trustee Franzese also suggested a note be added to indicate what the actuary's figures were for required interest vs. the amount of actual interest generated.

At the completion of the presentation of the Budget, Administrator Stricker asked if there were any questions.

Trustee Bolos stated that she was still very concerned regarding the deficit found in the General Fund in FY 16-17 and beyond and wanted to know what the Village Administrator's plan was to resolve it. In response, Administrator Stricker stated that the issue is two years away and that not all the necessary information is in to determine which approach to take as it relates to the Garfield Street reconstruction project and the annual Road Program for that year. He stated that the majority of the deficit involves those projects. He stated that he outlined the need for additional revenue in his Budget Message. In addition, he stated that there is still a possibility that there will be a surplus similar to what has occurred in the last couple of years at the end of FY 14-15 and FY 15-16 that will help reduce the deficit. He also

indicated that transfers out of the General Fund to the Equipment Replacement Fund and the IT Fund for equipment replacement in the amount of \$294,730 could be used to offset the deficit in any given year, but that, obviously, was not a long-term solution, since it would have an impact on both replacement funds. He also indicated that there is currently approximately \$4.7 million in General Fund equity that could be used to cover the cost of a one-time program, such as the reconstruction of Garfield Street, if necessary. He stated that his long-term solution for addressing the need for additional revenues would be to pursue a referendum to maintain the property tax level after the Lake Michigan water bond project has been completed. He stated that a successful referendum could generate an additional \$520,000 a year for Capital Projects, for which a tax increase would not be required.

In summary, Administrator Stricker stated that the Village Board has a considerable amount of flexibility to handle this deficit in the short-term, but in the long-term there will be a need for additional revenue and only the Village Board can make that decision.

After some discussion, it was agreed that Staff would provide the Board with a summary of the changes that were discussed over the last two meetings by the end of the following week and that the Board could determine at that time if there would be a need for another meeting.

ADJOURNMENT

There being no further business, a **motion** was made by Trustee Janet Ryan Grasso to adjourn the Budget Workshop. The motion was **seconded** by Trustee Len Ruzak and **approved** by a vote of 5-0.

The meeting was so continued at 10:18 p.m.

Respectively submitted,



Steve Stricker
Village Administrator

SD

PATHWAY COMMISSION

VILLAGE OF BURR RIDGE

MINUTES FOR REGULAR MEETING OF MARCH 13, 2014

1. CALL TO ORDER: The meeting was called to order at 7:00 p.m.

2. ROLL CALL:

PRESENT: Chairperson Pat Liss, Commissioner Marilou McGirr, Commissioner Luisa Hoch, Commissioner John Pacocha and Commissioner Todd Davis

ABSENT: Commissioner J Maggio

ALSO PRESENT: Community Development Director Doug Pollock

3. APPROVAL OF JANUARY 9, 2014 MINUTES

A **MOTION** was made by Commissioner Pacocha and **SECONDED** by Commissioner McGirr to approve the January 9, 2014 minutes. The motion was unanimously approved by a voice vote of the Commission with Chairperson Liss abstaining.

4. CONTINUED DISCUSSION OF FUTURE SIDEWALK PROJECT – 79th Street at Chasemoor Drive

Commissioner Davis stated that he recommended consideration of this project. He said that the first segment on the north side of 79th Street between Burr Oak Lane and Chasemoor Drive was the most critical; that the extension between Chasemoor Drive and the pathway behind Chasemoor was not as critical and that a beacon may not be needed if the existing crosswalk were enhanced.

There was a general discussion regarding the existing crosswalk and a possible crosswalk at Chasemoor Drive.

Commissioner Pacocha noted that the old map incorrectly shows the crosswalk at Chasemoor Drive. The actual 79th Street crosswalk is at the entrance to Burr Oaks Glen South.

Commissioner McGirr asked if Burr Oaks Glen North Homeowners Association would contribute toward the cost of the sidewalk. Commissioner Davis said they do not have sufficient funds to make a contribution.

Commissioner Pacocha said that he is concerned about snow removal and wondered if either homeowners association would agree to clear snow if a sidewalk were built in this location.

Commissioner Davis noted that the sidewalk would connect the entire Burr Oaks Glen North neighborhood to the Village Center.

Commissioner Pacocha stated that he is opposed to any project that included crosswalks in this location.

Commissioner Pacocha recommended that the Pathway Commission get a letter of support from the Burr Oaks Glen North Homeowners Association before proceeding any further. Commissioner Davis said he could get a letter.

Chairperson Liss recommended that this matter be tabled so that a letter could be submitted from the Homeowners Association and asked that Village Engineer Paul May attend the next meeting to discuss the crosswalk.

Commissioner Davis suggested that the Chasemoor Homeowners Association also be notified.

Mr. Pollock summarized stating that the discussion would be tabled to the next meeting, that the Burr Oaks Glen North Homeowners Association would submit a letter requesting the sidewalk project, that the Chasemoor Homeowners Association would be notified, and that Village Engineer Paul May would be asked to attend the next meeting.

Mr. Pollock asked about the extent of the project. Chairperson Liss said that at this time the consideration would be only for the one segment between Burr Oak Lane and Chasemoor with consideration of whether a crosswalk improvement is necessary.

Commissioner Hoch asked that a street light also be considered as part of the project.

Commissioner Pacocha said that he would like to see a commitment from the homeowners association to maintain the sidewalk.

Chairperson Liss concluded the discussion by stating that the matter would be tabled to the next meeting.

5. BOARD REPORT

Mr. Pollock stated that the Village Board discussed the Pathway Commission recommendation to consider alternatives for funding the Street and Pathway Map and agreed to fund the map with hotel motel taxes. He said the Board has not discussed the request by the Pathway Commission to provide a dedicated source of revenue for pathways.

7. OLD/NEW BUSINESS

Commissioner Pacocha said that he is concerned that snow removal from sidewalks has been extremely poor this year, especially next to schools. He said that the Commission has discussed this in the past and recommended that residents be encouraged to remove snow from sidewalks in front of their homes. He referenced the policy statement on the Street and Pathway Map

which he said is discouraging rather than encouraging. He read from the minutes of the December 13, 2010 Board meeting at which time the Board discussed the Commission's recommendation to encourage residents to remove snow from sidewalks. He said that this has not been done in subsequent years. Commissioner Pacocha said that the section of the municipal code on sidewalk snow removal was blank.

Chairperson Liss responded that the cost for the Village to remove snow from sidewalks is very expensive. Commissioner Pacocha responded that he is not suggesting the Village remove snow. He is wanting to either require or encourage property owners to remove snow from sidewalks. He suggested that if a resident is removing snow from their driveway, they should be required to remove snow from the adjacent sidewalk.

A **MOTION** was made by Commissioner Pacocha and **SECONDED** by Chairperson Liss to recommend to the Board of Trustees that Article IV, Section 12.26 of the Municipal Code be amended to provide that property owners and/or residents are responsible for keeping sidewalks on or adjacent to their property as clear of snow as their driveway or otherwise reasonably clear of snow.

Chairperson Liss asked for discussion of the motion.

Commissioner Davis said it is well intentioned but that it will be difficult to enforce.

Commissioner McGirr said that people will not want to shovel sidewalks when they did not want the sidewalk in front of their home to begin with. She said that residents often have said they do not want a sidewalk in front of their home because they do not want to maintain the sidewalk. In response, the Commission has always told residents that they do not have to maintain sidewalks in front of their homes. Commissioner McGirr said that the Village should not change that policy.

Chairperson Liss said that things have changed and it may be necessary at this time to require snow removal from sidewalks.

Commissioner Hoch said she would rather start with strong language encouraging snow removal.

Chairperson Liss called for the vote. The **MOTION** was denied by a **ROLL CALL VOTE** as follows:

AYES: 2 – Pacocha and Liss
NAYS: 3 – McGirr, Davis, and Hoch
MOTION DEMOED by a vote of 3-2.

A **MOTION** was made by Commissioner Pacocha and **SECONDED** by Chairperson McGirr to recommend to the Board of Trustees that Article IV, Section 12.26 of the Municipal Code be amended to provide that property owners and/or residents cannot put snow in the street or to

block sidewalks when removing snow from private property. The Motion was approved by a unanimous voice vote of the Commission.

In regards to encouraging residents to remove snow from sidewalks, Mr. Pollock said that he would put that issue on the next agenda for further discussion.

8. ADJOURNMENT

A **MOTION** was made by Commissioner McGirr and **SECONDED** by Commissioner Davis to **ADJOURN** this meeting. **ALL MEMBERS VOTING AYE**, the meeting was adjourned at 8:37 p.m.

Respectfully Submitted:

J. Douglas Pollock, AICP

6A

ORDINANCE NO. A-834-___-14

AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE OF BURR RIDGE ZONING ORDINANCE TO PERMIT ROOFTOP SOLAR PANELS LOCATED LESS THAN FIVE FEET FROM THE PERIMETER OF THE BUILDING

(V-02-2014: 15W050 87th Street - Renewable Energy)

WHEREAS, an application for a variation from the Village of Burr Ridge Zoning Ordinance for certain real estate has been filed with the Village Clerk of the Village of Burr Ridge, Cook and DuPage Counties, Illinois, and said application has been referred to the Zoning Board of Appeals of said Village and has been processed in accordance with the Burr Ridge Zoning Ordinance; and

WHEREAS, said Zoning Board of Appeals of this Village held a public hearing on the question of granting said zoning variation on March 3, 2014, at the Burr Ridge Village Hall, at which time all persons desiring to be heard were given the opportunity to be heard; and

WHEREAS, public notice in the form required by law was provided for said public hearing not more than 30 nor less than 15 days prior to said public hearing by publication in the Suburban Life, a newspaper of general circulation in this Village, there being no newspaper published in this Village; and

WHEREAS, the Village of Burr Ridge Zoning Board of Appeals has made its report on the request for zoning variations, including its findings and recommendations, to this President and Board of Trustees; and this President and Board of Trustees has duly considered said report, findings, and recommendations.

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

Section 1: All Exhibits submitted at the aforesaid public hearing are hereby incorporated by reference. This President and Board of Trustees find that the granting of the zoning variations indicated herein are in the public good and in the best interests of the Village of Burr Ridge and its residents, is consistent with and fosters the purposes and spirit of the Burr Ridge Zoning Ordinance as set forth in Section II thereof.

Section 2: That this President and Board of Trustees, after considering the report, findings, and recommendations of the Zoning Board of Appeals and other matters properly before it, in addition to the findings set forth in Section 1, finds as follows:

- A. That the Petitioner for the variation for the property located at 15W050 87th Street, Burr Ridge, Illinois, is Renewable Energy Alternatives, Inc. (hereinafter "Petitioner"). The Petitioner requests a variation from Section IV.N.2.b of the Burr Ridge Zoning Ordinance to permit rooftop solar energy panels located less than the required five feet from the perimeter of the building.
- B. That a relative hardship exists because the home's roof has limited southern exposure and the solar energy panels would not provide sufficient energy if they complied with the five foot setback.

Section 3: That variations from Section IV.N.2.b of the Burr Ridge Zoning Ordinance to permit rooftop solar energy panels located

less than the required five feet from the perimeter of the building **is hereby granted** for the property commonly known as 15W050 87th Street and identified with the Permanent Real Estate Index Number of **09-36-407-022**.

Section 4: That the variation is subject to compliance with the submitted plans attached hereto as **Exhibit A**.

Section 5: That this Ordinance shall be in full force and effect from and after its passage, approval, and publication as required by law. The Village Clerk is hereby directed and ordered to publish this Ordinance in pamphlet form.

PASSED this 24th day of March, 2014, by the Corporate Authorities of the Village of Burr Ridge on a roll call vote as follows:

AYES:

NAYS:

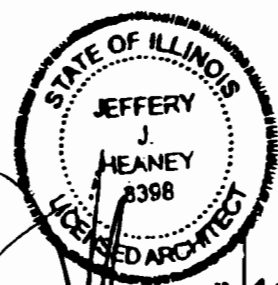
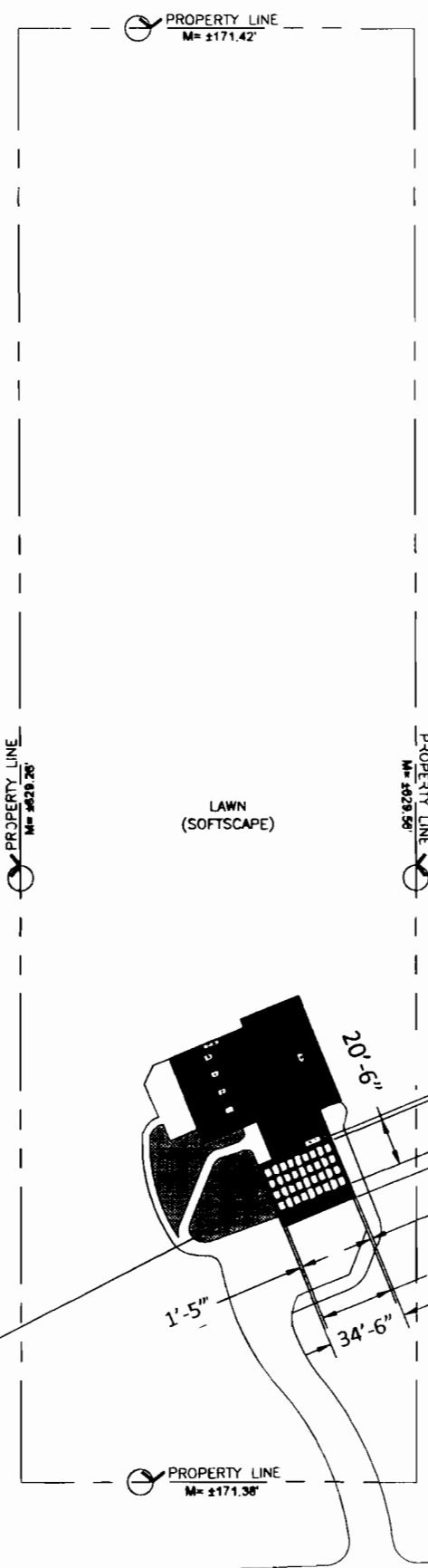
ABSENT:

APPROVED by the President of the Village of Burr Ridge on this 24th day of March, 2014.

Village President

ATTEST:

Village Clerk



12/30/14
LIC. EXP. DATE DATE
SIGNATURE

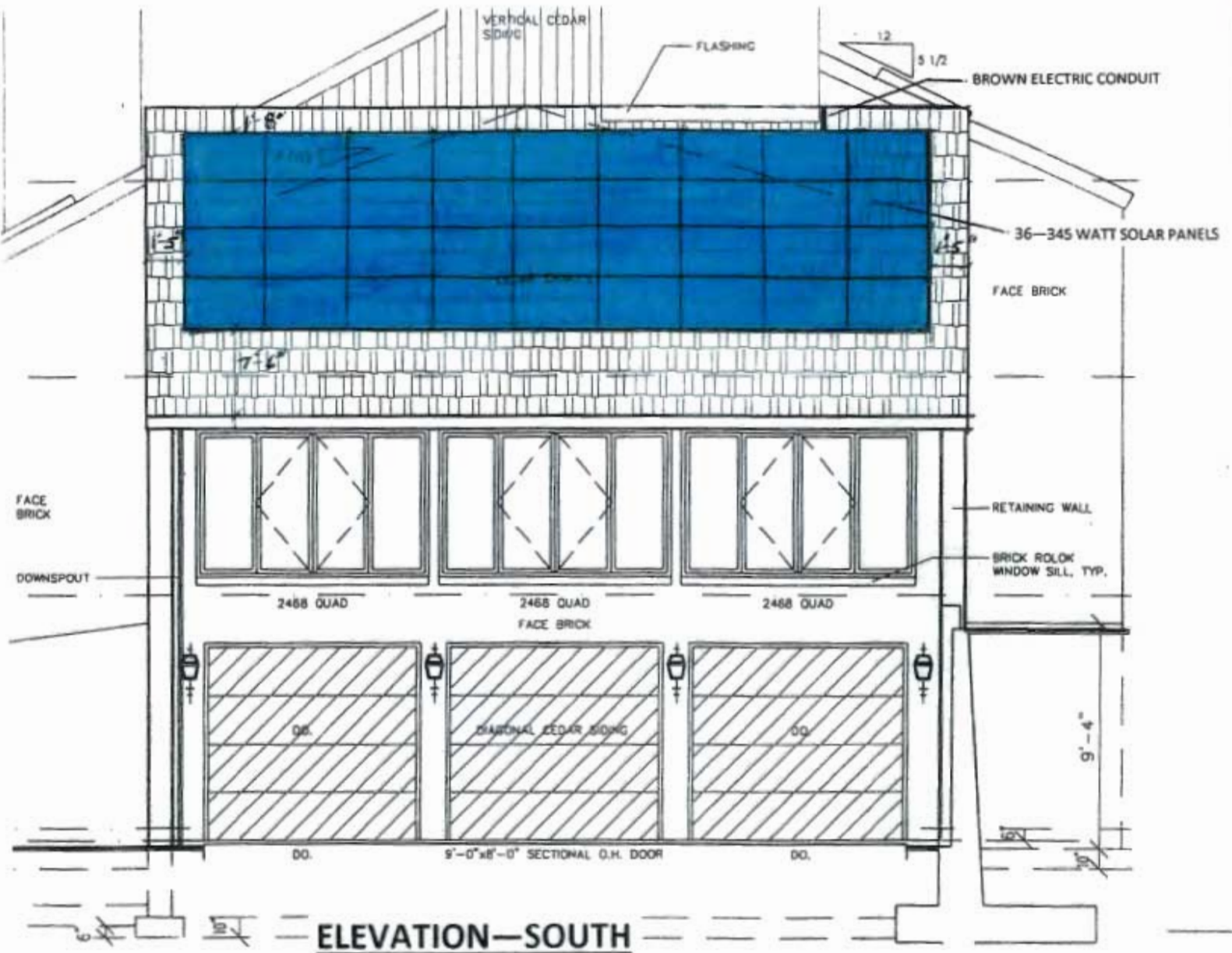
(36) PROPOSED LOCATION
LIGHTWAY SOLAR MODULE
335 WATTS.



SITE PLAN
SCALE 1" = 150'

EXHIBIT A

8 9 10 11 12 13 14 15 16 17



ELEVATION—SOUTH



MENT DETAIL

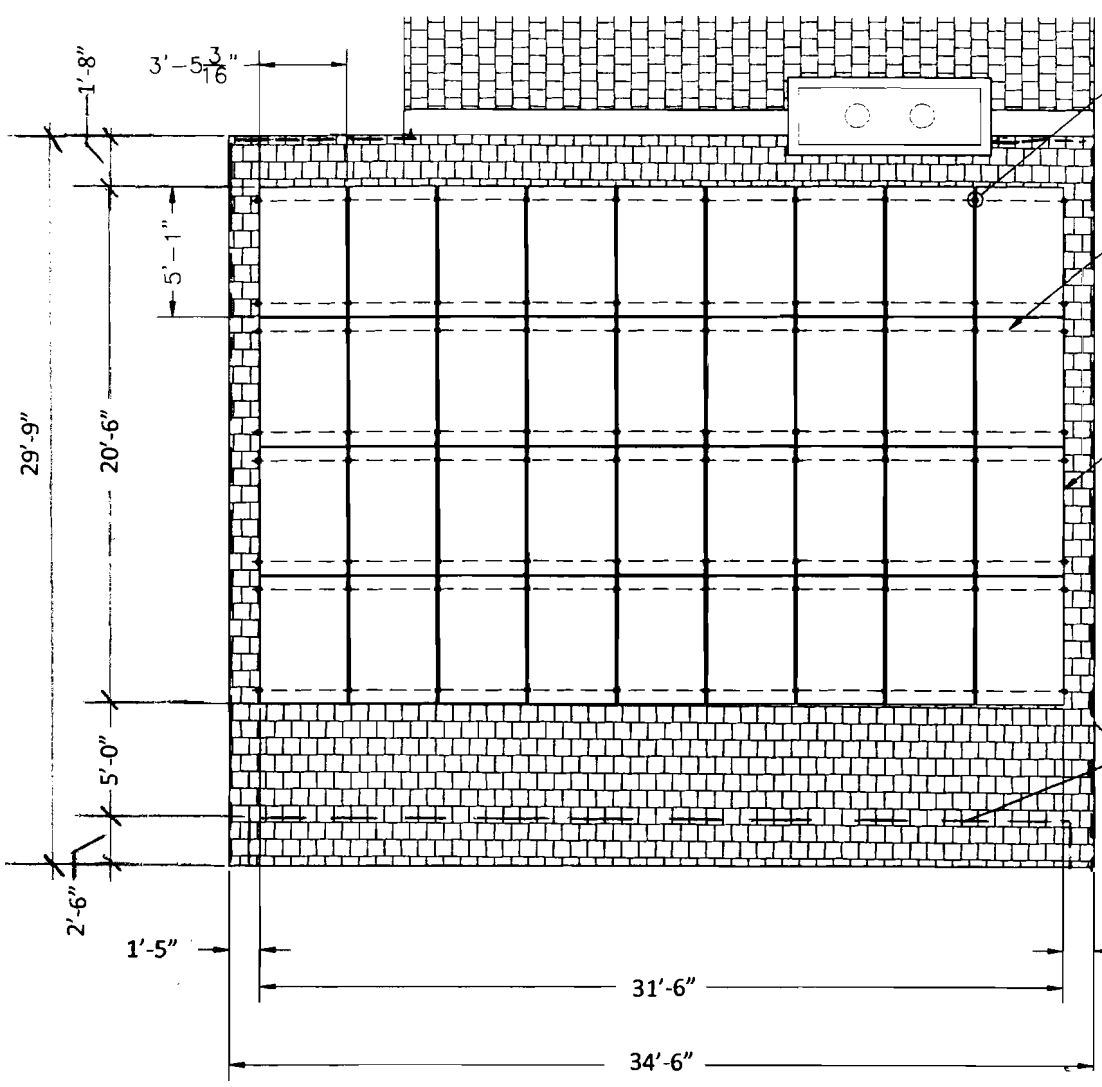
10'



LIC. EXP. DATE 12/30/14
 SIGNATURE [Handwritten Signature]

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17

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PLACED S-5 PV KIT
AS PER REQUIREMENTS ON SITE.
(TYPICAL TO ALL ARRAY LOCATION)

RAIL 1/2"X2" ALUMINUM ANGLE
FOR S-5 PV KIT WITH CLAMP
TO HOLD PANEL.
(TYPICAL TO ALL ARRAY LOCATION)

PROPOSED LOCATION SOLAR MODULE
345 WATTS, (36) SOLAR PANELS

FAÇADE LINE BELOW

PV ARRAY PLAN VIEW

SCALE 1" = 50'



7A

RESOLUTION NO. R-____-14

**RESOLUTION OF APPRECIATION RECOGNIZING FORESTRY AND GROUNDS
DIVISION SUPERVISOR GARY GATLIN ON THE OCCASION OF THE 20TH YEAR
THAT THE VILLAGE HAS RECEIVED THE TREE CITY USA AWARD**

WHEREAS, Gary Gatlin has given dedicated service to the Village of Burr Ridge for 13 years, first hired as the Village Arborist on June 18, 2001, and then promoted to Crew Leader-Forestry and Grounds Division on June 1, 2003; and

WHEREAS, Gary holds a degree in Ornamental Horticulture, is a Certified Arborist since 1995, a Certified Master Gardener since 1997, and a Certified Pesticide Public Applicator since 2002; and

WHEREAS, Gary has received during his tenure numerous accolades and thank you letters for jobs well done ranging from tree trimming to brush chipping to disease control and treatment from individual residents, businesses and Homeowners' Associations; and

WHEREAS, Gary commemorates the Tree City USA designation with an annual tree planting ceremony at one of our schools or parks; and

WHEREAS, Gary has shown unwavering professionalism, strength of character, intelligence and an ability to work well with everybody in the Village; and

WHEREAS, Gary's efforts in tree preservation in the Village have resulted in Burr Ridge being named a Tree City USA by the National Arbor Day Foundation for twenty consecutive years;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Burr Ridge, Cook and DuPage Counties, Illinois, that Gary Gatlin shall hold a place of esteem in the minds and hearts of the residents and employees of the Village, and is offered our sincere appreciation for his excellent efforts in keeping our Village green and beautiful.

ADOPTED this 24th day of March, 2014, by Omnibus vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by the Mayor this 24th day of March, 2014.

Mayor

ATTEST:

Village Clerk

7B

RESOLUTION NO. R-__-14

**RESOLUTION OF APPRECIATION RECOGNIZING RETIREMENT AFTER
37 YEARS OF SERVICE TO THE VILLAGE OF BURR RIDGE
RAYETTE NORLOCK**

WHEREAS, Rayette Norlock was hired by the Burr Ridge Police Department as a part-time Police Clerk on November 14, 1977, then promoted to full-time Administrative Secretary on August 1, 1978; and

WHEREAS, Rayette has been the only full-time Administrative Secretary in the history of the Department and during her 37 years of service has worked with five different Police Chiefs, has seen both the Village of Burr Ridge and the Police Department expand tremendously and has worked hard to ensure that her knowledge and expertise have, at the same time, grown; and

WHEREAS, Rayette Norlock has, throughout the years, provided dedicated service to the citizens of the Village of Burr Ridge; and

WHEREAS, Rayette Norlock will retire from her position as Administrative Secretary in the Police Department of the Village of Burr Ridge on April 11, 2014;

NOW, THEREFORE, Be It Resolved by the Mayor and Board of Trustees of the Village of Burr Ridge, Cook and DuPage Counties, Illinois, that Rayette Norlock 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 congratulations on her retirement after 37 years of service.

ADOPTED this 24th day of March 2014 by a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this 24th day of March 2014 by the Mayor of the Village of Burr Ridge.

Mayor

Village Clerk

7C

RESOLUTION NO. R-___-14

**RESOLUTION APPROVING PRELIMINARY PLAT
MADISON ESTATES SUBDIVISION (8701 MADISON STREET)**

Be It Resolved by the President and Trustees of the Village of Burr Ridge, Cook and DuPage Counties, Illinois, as follows:

Section 1: The preliminary plat of subdivision entitled "Preliminary Plat of Subdivision for Madison Estates" (hereinafter referred to as the "Subdivision" or the "Subdivision Plat"), dated December 3, 2013 and last revised February 6, 2014, substantially in the form of **Exhibit A** attached hereto and made a part hereof, is hereby approved, and the Village Clerk is hereby authorized to execute the Subdivision Plat subject to the following conditions:

- A. The Final Plat and Final Engineering Plans shall substantially comply with the submitted Preliminary Plat and Preliminary Engineering Plans.
- B. Application for a final plat of subdivision within one year after approval of the preliminary plat by the Board of Trustees.
- C. Payment of the required school impact fee in effect at the time of approval of the final plat of subdivision - estimated at this time to be \$23,572.
- D. Payment of the required park impact fee in effect at the time of approval of the final plat of subdivision - estimated at this time to be \$31,296.80.
- E. Approval by the Village Engineer of final engineering plans including an engineer's cost estimate for all required improvements.
- F. Payment of all outstanding reimbursable fees, including but not limited to legal, engineering, and forestry fees prior to recording of the final plat of subdivision.
- G. A sidewalk shall be constructed on 87th Street as recommended by the Pathway Commission and approved by the Village Board.
- H. Final Landscaping and Tree Preservation Plans shall be subject to the review and approval of the Community Development Director after consultation with the Village's consulting forester.

Section 2: This Resolution shall be in full force and effect upon its adoption and approval as required by law.

ADOPTED this 24th day of March, 2014, by a roll call vote as follows:

AYES:

NAYS:

ABSENT:

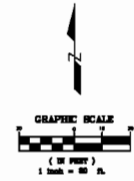
APPROVED this 24th day of March, 2014 by the President of the Village of Burr Ridge.

Village President

ATTEST:

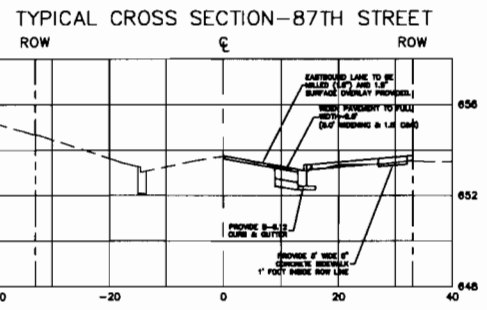
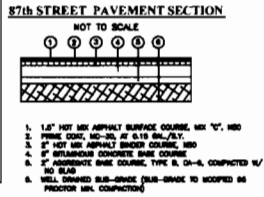
Village Clerk

PRELIMINARY ENGINEERING FOR MADISON ESTATES BURR RIDGE, ILLINOIS



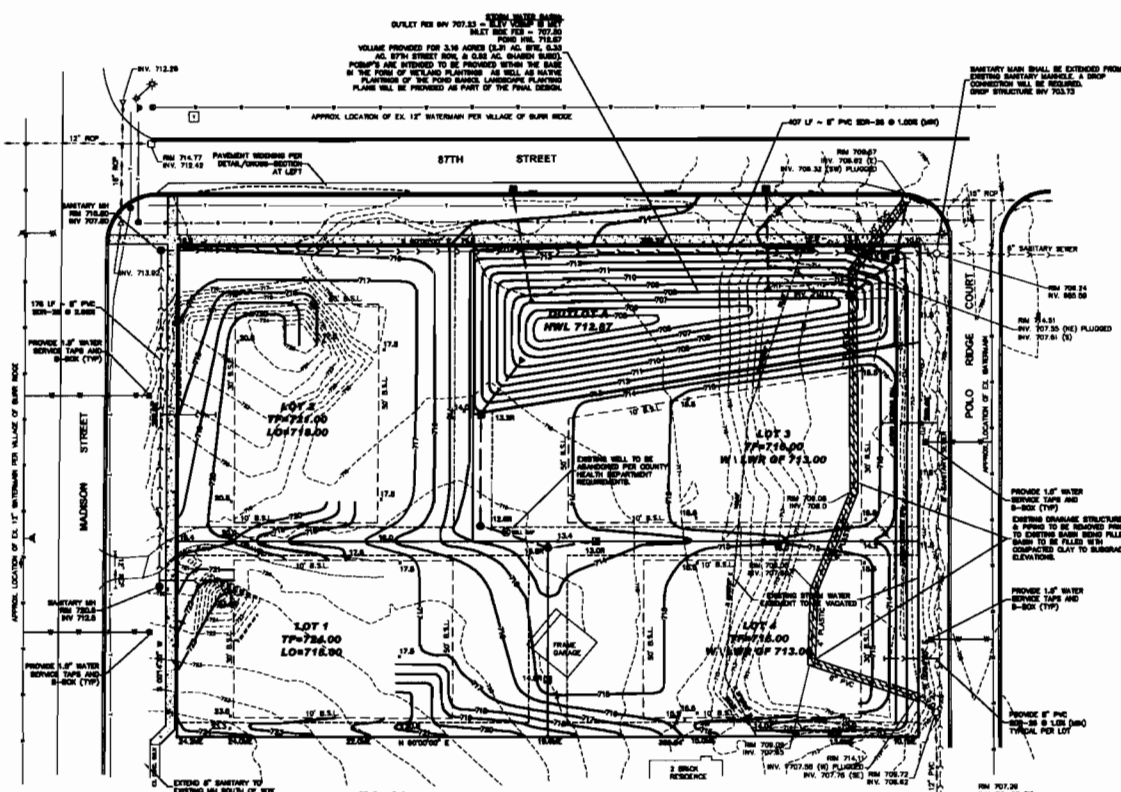
LEGEND

EXISTING	PROPOSED
--- SANITARY SEWER	--- SANITARY SEWER
--- STORM SEWER	--- STORM SEWER
□ CATCH BASIN	□ CATCH BASIN
○ OPEN LID MANHOLE	○ OPEN LID MANHOLE
○ CLOSED LID MANHOLE	○ CLOSED LID MANHOLE
--- WALKWAY	--- WALKWAY
--- VALVE	--- VALVE
--- HYDRANT	--- HYDRANT
--- PLUMBED END	--- PLUMBED END
--- STREET LIGHT	--- STREET LIGHT
--- UTILITY POLE	--- UTILITY POLE
--- B-SIDE	--- B-SIDE
--- RETAINING WALL	--- RETAINING WALL
--- BELT FORCE	--- BELT FORCE
--- 700' CONTOUR	--- 700' CONTOUR
--- FENCE	--- FENCE
--- FLOORPLAN	--- FLOORPLAN
--- FLOORING	--- FLOORING
--- OVERLAND FLOW ROUTE	--- OVERLAND FLOW ROUTE
--- WETLANDS	--- WETLANDS
--- WETLAND BUFFER	--- WETLAND BUFFER
--- EXPOSED BANK	--- EXPOSED BANK



PRELIMINARY POINT TO CURVE SUMMARY

STATION	CHORD BEARING	CHORD DISTANCE	CHORD CURVATURE	CHORD AREA	CHORD PERIMETER
1+00.00	113.00	113.00	0.0000	0.0000	0.0000
1+10.00	113.00	113.00	0.0000	0.0000	0.0000
1+20.00	113.00	113.00	0.0000	0.0000	0.0000
1+30.00	113.00	113.00	0.0000	0.0000	0.0000
1+40.00	113.00	113.00	0.0000	0.0000	0.0000
1+50.00	113.00	113.00	0.0000	0.0000	0.0000
1+60.00	113.00	113.00	0.0000	0.0000	0.0000
1+70.00	113.00	113.00	0.0000	0.0000	0.0000
1+80.00	113.00	113.00	0.0000	0.0000	0.0000
1+90.00	113.00	113.00	0.0000	0.0000	0.0000
2+00.00	113.00	113.00	0.0000	0.0000	0.0000



- ### NOTES:
1. SANITARY SEWER SERVICE SIZE SHALL BE 8" PVC 800-36 @ 1.00 IN. SLOPE.
 2. WATERMAIN SERVICES SHALL BE 12" TYPE K COPPER.
 3. STORM SEWER SERVICE SHALL BE 18" TYPE K COPPER.
 4. MAINTAIN 10' MINIMUM SEPARATION BETWEEN WATERMAIN AND STORM AND SANITARY SEWERS.
 5. WATERMAIN SERVICE IS LOCATED ABOVE A WATERMAIN, THE STORM SEWER SHALL BE CONSTRUCTED WITH WATERMAIN QUALITY PIPE.
 6. WATERMAIN SERVICE IS LOCATED ABOVE A WATERMAIN, THE WATERMAIN SHALL BE ENCASED BY OTHER SIZE OF THE CURBING.
 7. THE LOCATION OF THE EXISTING UNDERGROUND UTILITIES, SUCH AS WATERMAIN, SEWER, GAS LINES, ELECTRIC LINES, ETC., AS SHOWN ON THE PLAN HAVE BEEN OBTAINED FROM THE BEST AVAILABLE INFORMATION AND IS GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. HOWEVER, THE OWNER AND ENGINEER DO NOT ASSUME RESPONSIBILITY FOR THE ACCURACY OF THE LOCATION THEREOF. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTACT ALL UTILITY COMPANIES AND THEIR FACILITIES SHALL BE LOCATED PRIOR TO ANY WORK.
 8. PRIOR TO THE START OF CONSTRUCTION, THE CONTRACTOR SHALL LOCATE ANY UTILITIES OR OTHER OBSTRUCTIONS TO BE CROSSED BY THE PROPOSED SEWERS AND SHALL NOTIFY THE ENGINEER IMMEDIATELY IF THERE ARE ANY CONFLICTS WITH THE PROPOSED SEWER LOCATIONS.
 9. PAVEMENT TRUCKS WILL BE REQUIRED BASED ON ONE TRUCK PER 40 FEET OF FRONTAGE. DETENTION BASIN OUTFLOW SHALL BE LANDSCAPED FOR THE VILLAGE LANDSCAPE CREDENTIALS.

REVISIONS
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MCNAUGHTON BUILDERS
 11 S. 220 JACKSON STREET
 BURR RIDGE, ILLINOIS 60527
 (630) 325-3400

PRELIMINARY ENGINEERING
 FOR
 MADISON ESTATES
 BURR RIDGE, ILLINOIS

DEIGHTEN ENGINEERING, INC.
 CONSULTING ENGINEERS
 5900 BONHAY DRIVE, SUITE 304
 BURNING WOODS, ILLINOIS 60632
 (708) 326-4861
 ILL. PROF. LIC. NO. 1184-003740

DEI

PROJECT INFORMATION

Project No: 13-0023
 Scale: 1" = 30'
 Date: 10-26-13
 Design By: SDS
 Drafted By: SDS
 Checked By: SDS

REVIEW SET
NOT FOR CONSTRUCTION

PRELIMINARY ENGINEERING



BURR RIDGE

PUBLIC WORKS

2014 MFT Road Program
 Village of Burr Ridge
 Cook and DuPage Counties
 Section No. 14-00049-00-RS

TABULATION OF BIDS

Thursday, March 13, 2014 10:00 A.M. 7660 County Line Road, Burr Ridge, Illinois, 60527

Item No.	IDOT Code	Description	Unit	Total Quantity	Engineer's Estimate		CENTRAL BLACKTOP CO., INC. 8180 S. East Avenue LaGrange, IL 60525		BROTHERS ASPHALT PAVING, INC. 315 S. Stewart Ave Addison, IL 60101	
					Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
1		HMA STABILIZED DRIVEWAYS, 4"	SQ YD	250	\$ 80.00	\$ 15,000.00	\$ 35.00	\$ 8,750.00	\$ 35.00	\$ 8,750.00
2		HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT (SPECIAL)	SQ YD	37.5			\$ 20.00	\$ 750.00	\$ 20.00	\$ 750.00
3		COMBINATION CONCRETE CURB AND GUTTER REMOVAL AND REPLACEMENT, SPECIAL	FOOT	1,300	\$ 27.00	\$ 35,100.00	\$ 26.00	\$ 33,800.00	\$ 19.00	\$ 24,700.00
4		CLASS D PATCHES, 4 INCH	SQ YD	1,250	\$ 32.00	\$ 40,000.00	\$ 27.00	\$ 33,750.00	\$ 34.00	\$ 42,500.00
5		CLASS D PATCHES, 4 INCH (SPECIAL)	SQ YD	160	\$ 35.00	\$ 5,600.00	\$ 35.00	\$ 5,600.00	\$ 50.00	\$ 8,000.00
6	XX000406	BRICK PAVER REMOVAL AND REPLACEMENT	SQ FT	750			\$ 8.00	\$ 6,000.00	\$ 12.00	\$ 9,000.00
7	X2070304	POROUS GRANULAR EMBANKMENT, SPECIAL	CU YD	100	\$ 35.00	\$ 3,500.00	\$ 40.00	\$ 4,000.00	\$ 45.00	\$ 4,500.00
8	X2500920	SEEDING, CLASS 1A (SPECIAL)	SQ YD	300	\$ 8.00	\$ 2,400.00	\$ 5.00	\$ 1,500.00	\$ 12.00	\$ 3,600.00
9	X4401198	HOT-MIX ASPHALT SURFACE REMOVAL, VARIABLE DEPTH	SQ YD	31,449	\$ 2.25	\$ 70,760.25	\$ 1.50	\$ 47,173.50	\$ 1.50	\$ 47,173.50
10	20200100	EARTH EXCAVATION	CU YD	5	\$ 100.00	\$ 500.00	\$ 80.00	\$ 400.00	\$ 400.00	\$ 2,000.00
11	21001000	GEOTECHNICAL FABRIC FOR GROUND STABILIZATION	SQ YD	275	\$ 2.00	\$ 550.00	\$ 1.50	\$ 412.50	\$ 1.50	\$ 412.50
12	40201000	AGGREGATE FOR TEMPORARY ACCESS	TON	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00
13	40300100	BITUMINOUS MATERIALS (PRIME COAT)	GAL	13,000	\$ 0.80	\$ 10,400.00	\$ 0.01	\$ 130.00	\$ 0.10	\$ 1,300.00
14	40600300	AGGREGATE (PRIME COAT)	TON	95	\$ 75.00	\$ 7,125.00	\$ 1.00	\$ 95.00	\$ 0.50	\$ 47.50
15	40600625	LEVELING BINDER (MACHINE METHOD), N50	TON	1,799	\$ 72.00	\$ 129,528.00	\$ 72.00	\$ 129,528.00	\$ 73.00	\$ 131,327.00
16	40603335	HOT-MIX ASPHALT SURFACE COURSE, MIX "D", N50	TON	3,594	\$ 71.00	\$ 255,174.00	\$ 64.00	\$ 230,016.00	\$ 71.50	\$ 256,971.00
17	42300200	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 INCH	SQ YD	100	\$ 50.00	\$ 5,000.00	\$ 51.00	\$ 5,100.00	\$ 45.00	\$ 4,500.00
18	44000157	HOT-MIX ASPHALT SURFACE REMOVAL, 2"	SQ YD	10,044	\$ 3.00	\$ 30,132.00	\$ 2.00	\$ 20,088.00	\$ 1.50	\$ 15,066.00
19	44000200	DRIVEWAY PAVEMENT REMOVAL	SQ YD	100	\$ 17.00	\$ 1,700.00	\$ 13.00	\$ 1,300.00	\$ 10.00	\$ 1,000.00
20	44000300	CURB REMOVAL	FOOT	100	\$ 10.00	\$ 1,000.00	\$ 7.00	\$ 700.00	\$ 10.00	\$ 1,000.00
21	60262700	INLETS TO BE RECONSTRUCTED	EACH	1	\$ 850.00	\$ 850.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
22	60300105	FRAMES AND GRATES TO BE ADJUSTED	EACH	38	\$ 425.00	\$ 16,150.00	\$ 300.00	\$ 11,400.00	\$ 350.00	\$ 13,300.00
23	60404800	FRAMES AND GRATES, TYPE 11	EACH	13	\$ 350.00	\$ 4,550.00	\$ 350.00	\$ 4,550.00	\$ 400.00	\$ 5,200.00
24	60608562	COMBINATION CONCRETE CURB AND GUTTER, TYPE M-4.12	FOOT	100	\$ 15.00	\$ 1,500.00	\$ 18.00	\$ 1,800.00	\$ 14.00	\$ 1,400.00
25	67100100	MOBILIZATION	L SUM	1	\$ 5,000.00	\$ 5,000.00	\$ 4,700.00	\$ 4,700.00	\$ 10,000.00	\$ 10,000.00
26	X7010216	TRAFFIC CONTROL AND PROTECTION, (SPECIAL)	L SUM	1	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00
AS-READ TOTAL BID						\$ 867,831.75		\$ 558,543.00		\$ 600,997.50

8A



BURR RIDGE

PUBLIC WORKS

2014 MFT Road Program
 Village of Burr Ridge
 Cook and DuPage Counties
 Section No. 14-00049-00-RS

TABULATION OF BIDS

Thursday, March 13, 2014 10:00 A.M. 7660 County Line Road, Burr Ridge, Illinois

Item No.	IDOT Code	Description	Unit	Total Quantity	JAMES D. FIALA PAVING CO., INC. 500 East Frontage Road North Bolingbrook, IL 60440		K-FIVE CONSTRUCTION CORPORATION 13769 Main Street Lemont, IL 60439		CHICAGOLAND PAVING CONTRACTORS 225 Telsar Road Lake Zurich, IL 60047	
					Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
1		HMA STABILIZED DRIVEWAYS, 4"	SQ YD	250	\$ 67.00	\$ 16,750.00	\$ 55.00	\$ 13,750.00	\$ 35.00	\$ 8,750.00
2		HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT (SPECIAL)	SQ YD	37.5	\$ 10.00	\$ 375.00	\$ 20.00	\$ 750.00	\$ 10.00	\$ 375.00
3		COMBINATION CONCRETE CURB AND GUTTER REMOVAL AND REPLACEMENT, SPECIAL	FOOT	1,300	\$ 26.25	\$ 34,125.00	\$ 23.00	\$ 29,900.00	\$ 22.00	\$ 28,600.00
4		CLASS D PATCHES, 4 INCH	SQ YD	1,250	\$ 30.00	\$ 37,500.00	\$ 7.00	\$ 8,750.00	\$ 29.00	\$ 36,250.00
5		CLASS D PATCHES, 4 INCH (SPECIAL)	SQ YD	160	\$ 74.00	\$ 11,840.00	\$ 65.00	\$ 10,400.00	\$ 29.00	\$ 4,640.00
6	XX000406	BRICK PAVER REMOVAL AND REPLACEMENT	SQ FT	750	\$ 8.00	\$ 6,000.00	\$ 8.00	\$ 6,000.00	\$ 10.00	\$ 7,500.00
7	X2070304	POROUS GRANULAR EMBANKMENT, SPECIAL	CU YD	100	\$ 72.00	\$ 7,200.00	\$ 7.00	\$ 700.00	\$ 59.00	\$ 5,900.00
8	X2500920	SEEDING, CLASS 1A (SPECIAL)	SQ YD	300	\$ 13.00	\$ 3,900.00	\$ 13.00	\$ 3,900.00	\$ 9.00	\$ 2,700.00
9	X4401198	HOT-MIX ASPHALT SURFACE REMOVAL, VARIABLE DEPTH	SQ YD	31,449	\$ 1.60	\$ 50,318.40	\$ 1.70	\$ 53,463.30	\$ 1.45	\$ 45,601.05
10	20200100	EARTH EXCAVATION	CU YD	5	\$ 75.00	\$ 375.00	\$ 5.00	\$ 25.00	\$ 100.00	\$ 500.00
11	21001000	GEOTECHNICAL FABRIC FOR GROUND STABILIZATION	SQ YD	275	\$ 1.25	\$ 343.75	\$ 0.50	\$ 137.50	\$ 1.25	\$ 343.75
12	40201000	AGGREGATE FOR TEMPORARY ACCESS	TON	100	\$ 12.00	\$ 1,200.00	\$ 5.00	\$ 500.00	\$ 15.00	\$ 1,500.00
13	40300100	BITUMINOUS MATERIALS (PRIME COAT)	GAL	13,000	\$ 0.01	\$ 130.00	\$ 0.01	\$ 130.00	\$ 0.01	\$ 130.00
14	40600300	AGGREGATE (PRIME COAT)	TON	95	\$ 0.01	\$ 0.95	\$ 0.01	\$ 0.95	\$ 0.01	\$ 0.95
15	40600625	LEVELING BINDER (MACHINE METHOD), N50	TON	1,799	\$ 68.00	\$ 122,332.00	\$ 76.00	\$ 136,724.00	\$ 84.00	\$ 151,116.00
16	40603335	HOT-MIX ASPHALT SURFACE COURSE, MIX "D", N50	TON	3,594	\$ 67.00	\$ 240,798.00	\$ 70.00	\$ 251,580.00	\$ 85.00	\$ 305,490.00
17	42300200	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 INCH	SQ YD	100	\$ 38.50	\$ 3,850.00	\$ 45.00	\$ 4,500.00	\$ 59.00	\$ 5,900.00
18	44000157	HOT-MIX ASPHALT SURFACE REMOVAL, 2"	SQ YD	10,044	\$ 2.20	\$ 22,096.80	\$ 2.75	\$ 27,621.00	\$ 1.90	\$ 19,083.60
19	44000200	DRIVEWAY PAVEMENT REMOVAL	SQ YD	100	\$ 14.00	\$ 1,400.00	\$ 15.00	\$ 1,500.00	\$ 12.50	\$ 1,250.00
20	44000300	CURB REMOVAL	FOOT	100	\$ 9.00	\$ 900.00	\$ 5.00	\$ 500.00	\$ 5.00	\$ 500.00
21	60262700	INLETS TO BE RECONSTRUCTED	EACH	1	\$ 713.00	\$ 713.00	\$ 950.00	\$ 950.00	\$ 1,600.00	\$ 1,600.00
22	60300105	FRAMES AND GRATES TO BE ADJUSTED	EACH	38	\$ 397.00	\$ 15,086.00	\$ 390.00	\$ 14,820.00	\$ 340.00	\$ 12,920.00
23	60404800	FRAMES AND GRATES, TYPE 11	EACH	13	\$ 391.00	\$ 5,083.00	\$ 370.00	\$ 4,810.00	\$ 425.00	\$ 5,525.00
24	60608562	COMBINATION CONCRETE CURB AND GUTTER, TYPE M-4.12	FOOT	100	\$ 17.50	\$ 1,750.00	\$ 17.00	\$ 1,700.00	\$ 29.00	\$ 2,900.00
25	67100100	MOBILIZATION	L SUM	1	\$ 18,000.00	\$ 18,000.00	\$ 35,000.00	\$ 35,000.00	\$ 5,000.00	\$ 5,000.00
26	X7010216	TRAFFIC CONTROL AND PROTECTION, (SPECIAL)	L SUM	1	\$ 4,000.00	\$ 4,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,824.65	\$ 15,824.65
AS-READ TOTAL BID						\$ 606,066.90		\$ 623,111.76		\$ 669,900.00



BURR RIDGE

PUBLIC WORKS

2014 MFT Road Program
 Village of Burr Ridge
 Cook and DuPage Counties
 Section No. 14-00049-00-RS

TABULATION OF BIDS

Thursday, March 13, 2014 10:00 A.M. 7660 County Line Road, Burr Ridge, Illinois

Item No.	IDOT Code	Description	Unit	Total Quantity	ABBEY PAVING & SEALCOATING CO. 1949 County Line Road Aurora, IL 60502		CROWLEY SHEPPARD ASPHALT, INC. 6525 W. 99th Street Chicago Ridge, IL 60415	
					Unit Price	Total Cost	Unit Price	Total Cost
1		HMA STABILIZED DRIVEWAYS, 4"	SQ YD	250	\$ 46.34	\$ 11,585.00	\$ 45.00	\$ 11,250.00
2		HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT (SPECIAL)	SQ YD	37.5	\$ 50.00	\$ 1,875.00	\$ 60.00	\$ 2,250.00
3		COMBINATION CONCRETE CURB AND GUTTER REMOVAL AND REPLACEMENT, SPECIAL	FOOT	1,300	\$ 40.14	\$ 52,182.00	\$ 28.00	\$ 36,400.00
4		CLASS D PATCHES, 4 INCH	SQ YD	1,250	\$ 40.04	\$ 50,050.00	\$ 35.00	\$ 43,750.00
5		CLASS D PATCHES, 4 INCH (SPECIAL)	SQ YD	160	\$ 62.13	\$ 9,940.80	\$ 45.00	\$ 7,200.00
6	XX000406	BRICK PAVER REMOVAL AND REPLACEMENT	SQ FT	750	\$ 14.00	\$ 10,500.00	\$ 12.00	\$ 9,000.00
7	X2070304	POROUS GRANULAR EMBANKMENT, SPECIAL	CU YD	100	\$ 48.00	\$ 4,800.00	\$ 150.00	\$ 15,000.00
8	X2500920	SEEDING, CLASS 1A (SPECIAL)	SQ YD	300	\$ 8.70	\$ 2,610.00	\$ 12.00	\$ 3,600.00
9	X4401198	HOT-MIX ASPHALT SURFACE REMOVAL, VARIABLE DEPTH	SQ YD	31,449	\$ 1.50	\$ 47,173.50	\$ 2.00	\$ 62,898.00
10	20200100	EARTH EXCAVATION	CU YD	5	\$ 200.00	\$ 1,000.00	\$ 75.00	\$ 375.00
11	21001000	GEOTECHNICAL FABRIC FOR GROUND STABILIZATION	SQ YD	275	\$ 4.00	\$ 1,100.00	\$ 2.00	\$ 550.00
12	40201000	AGGREGATE FOR TEMPORARY ACCESS	TON	100	\$ 40.00	\$ 4,000.00	\$ 30.00	\$ 3,000.00
13	40300100	BITUMINOUS MATERIALS (PRIME COAT)	GAL	13,000	\$ 1.00	\$ 13,000.00	\$ 0.01	\$ 130.00
14	40600300	AGGREGATE (PRIME COAT)	TON	95	\$ 20.00	\$ 1,900.00	\$ 15.00	\$ 1,425.00
15	40600625	LEVELING BINDER (MACHINE METHOD), N50	TON	1,799	\$ 69.50	\$ 125,030.50	\$ 90.00	\$ 161,910.00
16	40603335	HOT-MIX ASPHALT SURFACE COURSE, MIX "D", N50	TON	3,594	\$ 69.50	\$ 249,783.00	\$ 83.50	\$ 300,099.00
17	42300200	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 INCH	SQ YD	100	\$ 94.56	\$ 9,456.00	\$ 40.00	\$ 4,000.00
18	44000157	HOT-MIX ASPHALT SURFACE REMOVAL, 2"	SQ YD	10,044	\$ 2.50	\$ 25,110.00	\$ 3.00	\$ 30,132.00
19	44000200	DRIVEWAY PAVEMENT REMOVAL	SQ YD	100	\$ 17.39	\$ 1,739.00	\$ 14.00	\$ 1,400.00
20	44000300	CURB REMOVAL	FOOT	100	\$ 10.00	\$ 1,000.00	\$ 12.00	\$ 1,200.00
21	60262700	INLETS TO BE RECONSTRUCTED	EACH	1	\$ 1,198.00	\$ 1,198.00	\$ 1,100.00	\$ 1,100.00
22	60300105	FRAMES AND GRATES TO BE ADJUSTED	EACH	38	\$ 951.00	\$ 36,138.00	\$ 495.00	\$ 18,810.00
23	60404800	FRAMES AND GRATES, TYPE 11	EACH	13	\$ 741.00	\$ 9,633.00	\$ 440.00	\$ 5,720.00
24	60608562	COMBINATION CONCRETE CURB AND GUTTER, TYPE M-4.12	FOOT	100	\$ 33.75	\$ 3,375.00	\$ 19.00	\$ 1,900.00
25	67100100	MOBILIZATION	L SUM	1	\$ 21,155.20	\$ 21,155.20	\$ 8,500.00	\$ 8,500.00
26	X7010216	TRAFFIC CONTROL AND PROTECTION, (SPECIAL)	L SUM	1	\$ 4,162.00	\$ 4,162.00	\$ 8,500.00	\$ 8,500.00
AS-READ TOTAL BID					\$ 699,496.00	\$ 740,099.00		



Kramer Tree Specialists, Inc.

300 Charles Court
West Chicago, IL 60185

PHC Dept: (630) 562-0160 www.kramertree.com Fax: (630) 293-7667



Page 1

2014 Residential Plant Health Care Recommendations

February 6, 2014

Customer #: 29298

Proposal #: 344844

Proposal Date: 2/6/2014

Proposal Status: Issued

Proposal For:

Gary Gatlin
Village of Burr Ridge
451 Commerce St.
Burr Ridge, IL 60527

Home:

Office: 323-4733

Mobile: 774-2947

Fax:

ggatlin@burr-ridge.gov

KTS Certified Arborist:

Tim Rickerson

twrickerson@kramertree.com

Cell Phone: 630-440-3908

Customer Notes: 2014 Bid

Village of
Burr Ridge

EAB
Preventative
costs

2014

**Thank You For Considering Kramer Tree Specialists, Inc.
Our Company WILL Exceed Your Expectations**





Kramer Tree Specialists, Inc.

300 Charles Court
West Chicago, IL 60185

PHC Dept: (630) 562-0160 www.kramertree.com Fax: (630) 293-7667



Page 2

2014 Residential Plant Health Care Recommendations

February 6, 2014

Customer #: 29298
Proposal #: 344844

Please call our office to schedule the line items you wish to authorize.

Item #	Plant Species	Qty	Service Recommended	Condition	DBH	Item Charge
<input type="checkbox"/> 1	Ash		EAB: SPRING Imidacloprid Soil			\$1.20

Notes: \$1.20 per diameter inch at breast height

Cost assumes water source available at Village facility

Village owned parkway trees only

Private trees may be completed at a higher cost while plant Health Care Technicians are in town doing Village parkway trees

Service: An Imidacloprid soil treatment is recommended for control of Emerald Ash Borer, and may also control several other pests common to our area. This product is a systemic insecticide applied as a soil drench or injected into the soil around the base of the tree. Emerald Ash Borer can be present in a tree for a period of time without the tree exhibiting symptoms. A tree with a severe infestation cannot be cured, but a milder infestation can be treated. Control measures are necessary annually. *Adequate soil moisture must be maintained before and after treatment for the product to be most effective.*

ACCEPTANCE OF PROPOSAL

So that we may schedule this work, please return a signed copy of this Proposal via mail or fax, or you may email your Certified Arbonist with your authorization.

Proposal SubTotal:	\$1.20
PrePayment Discount:	\$0.00
Proposal Total:	\$1.20

Signed: _____

Date: _____

This Proposal is valid for 30 days.

THIS PROPOSAL INCLUDES ONLY A VISUAL INSPECTION OF ACCESSIBLE COMPONENTS OF THE TREES TO DETERMINE THE SCOPE OF THE WORK REQUESTED, AND SHALL NOT BE CONSIDERED A TREE RISK EVALUATION. RISK EVALUATIONS ARE CONDUCTED AS A SEPARATE WORK ITEM AS AN ADDITIONAL COST.

Kramer Tree Specialists can not be responsible for unmarked underground utilities, structures, sprinkler systems, etc. that may be damaged in the work process.

Upon request we will provide current certificate(s) of insurance for both Workman's Compensation and General Liability stating our proper insurance protection.

PAYMENT IN FULL DUE UPON RECEIPT OF INVOICE.
VISA, MASTERCARD, DISCOVER ACCEPTED.



8D



**VILLAGE OF BURR RIDGE
REQUEST FOR BIDS
PARKWAY TREE REMOVALS
Bid Tabulations**

MARCH 20, 2014

Location	Price						Approved
	Davey	Family	GroundsKeeper	Homer	Kramer	Winkler's	
AREA 1 Between 95th and 87 th	No Bid	No Bid	3714.00	2395.68	4150.00	2556.00	Homer 2395.68
AREA 2 Between 87 th and 83 rd			6552.00	3489.36	7909.00	5112.00	Homer 3489.36
AREA 3 Between 83rd and I-55			4650.00	3107.44	4347.00	3200.00	Homer 3107.44
AREA 4 Between I-55 and Plainfield			3445.00	2413.04	3660.00	2800.00	Homer 2413.04
AREA 5 East of County Line			3994.00	2621.36	4356.00	2800.00	Homer 2621.36
AREA 6 West of County Line			9890.00	7603.68	16,535.00	7800.00	Homer 7603.68
AREA 7 - Garfield St Corridor			20,819.00	14,356.72	39,879.00	18,500.00	Homer 14,356.72
Total Accepted	No Bid	No Bid	-0.00-	35,987.28	-0.00-	-0.00-	35,987.68



BURR RIDGE
PUBLIC WORKS

Hi Chief Loftus, Chief Simpson, and Mr. Stricker –

I hope you are all doing well. Believe it or not, but we are starting to plan our “Raise the Roof” Habitat for Humanity 5K for this coming fall already. We are starting quite a bit earlier than last year – thank goodness! :) Hinsdale Central Habitat for Humanity was so grateful for your help and approval for last year’s event – which was a HUGE success for our club. All the funds from last year’s event will be going toward the sponsorship of a full home that we will build for a family in West Virginia this summer.

The community and club loved the event, and are all looking forward to the 2nd annual 5K. We were hoping that we could plan this year’s event for October 5, 2014. We would like to keep the same route and times as this year. In case you need it again, our official route was: <http://www.usatf.org/routes/view.asp?rID=519313>, and the race will officially start at **8a.m.**

If this date would be possible, we would like to move forward with the paperwork for your approval. Again, grateful for your time and efforts with all of this!

Best,

Kelly Griffin and Dan Otahal
Habitat for Humanity Sponsors
Hinsdale Central High School

8F

Current Membership #

Login

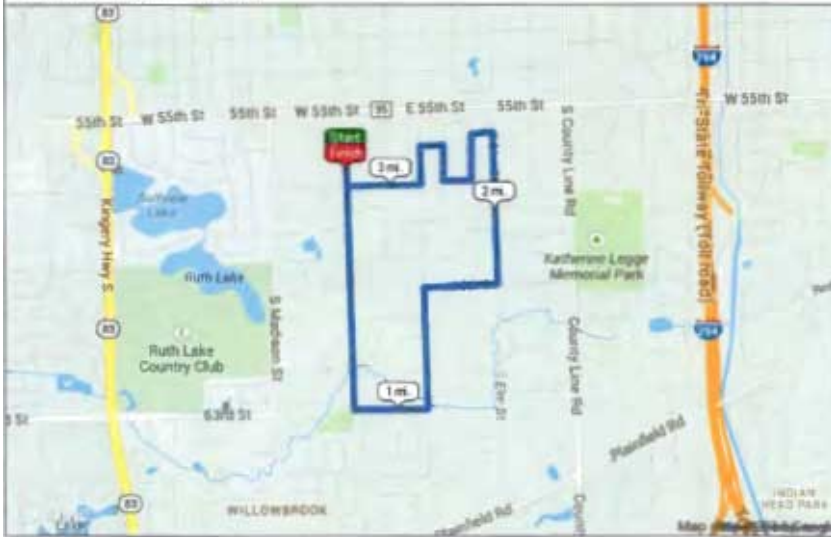
Don't know your current membership number or password?

Join Renew Now



Hinsdale Central Habitat for Humanity 5K

Distance: 3.20 miles / 5.15 km
Location: Start: Hinsdale Central High School
 Hinsdale and Burr Ridge, IL - Burr Ridge, IL, US
Attributes: loop, all flat, roads



Elevation Profile

[Click to view elevation profile](#)

0

Total climb: 0 feet / 0 m
Total elevation change: 0 feet / 0 m

Added by Dan Otahal on 7/4/2013
 DISCLAIMER: USATF and the author of this route make no warranties as to the conditions, safety, distance accuracy, or suitability for running of this route. Run at your own risk!



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Customer Service

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- Store Affiliate Program
- Contact Us
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ILLINOIS

JOINT PURCHASING REQUISITION

PLEASE RETURN TO:

Illinois Department of
Central Management Services
 801 Wm. G. Stratton Building
 401 S. Spring Street
 Springfield, IL 62706
 Fax: (217) 782-5187

86

 No Thank You,
 But keep on mailing list.

Opt-Out-> Our unit does not want to participate in the CY 2014-2015 Contract Re-procurement.
Notice-> Please complete and return the Contact information below to remain on the mailing list.

Joint Purchasing #: _____
 Government Unit: Village of Burr Ridge, IL
 Mailing Address: 451 Commerce Street
 City / State / Zip: Burr Ridge, IL 60527
 County: Cook and DuPage
 Contact Person: Paul D. May, P.E.
 Telephone Number: (630) 323-4733 #6000
 Fax Number: (630) 323-4798
 Contact Email: pmay@burr-ridge.gov

Date: 3 / 25 / 2014

Delivery Point
(Provide Delivery Details To Contract) (Vendor At Time Of Order Placement)
9400 S. Garfield Avenue Burr Ridge, IL 60527
<- Please provide Email Address

***** Participant, Complete Only One - Either "Table-A" or "Table-B" Below *****

Table A: Complete this table to have the State SOLICIT BIDS for your governmental entity			
ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
AASHTO M143 Road Salt or Equivalent	(Total Tonnage)	(22 - 25 Ton / Truck)	(Local Governmental Use Only)
Rock Salt, Bulk	<u>1,500</u>	T o n s	_____

Please note your Purchase Commitment Percentage for total tonnage quantity stated above (choose one):

OPTION 1 80% minimum purchase requirement/120% maximum purchase requirement
 OPTION 2 100% minimum purchase requirement/120% maximum purchase requirement

***** Participant, Complete Only One - Either "Table-A" Above or "Table-B" Below *****

Table B: Complete this table to have the State RENEW for your governmental entity (ONLY)			
ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
AASHTO M143 Road Salt or Equivalent	(Total Tonnage)	(22 - 25 Ton / Truck)	(Local Governmental Use Only)
Rock Salt, Bulk	_____	T o n s	_____

Note: Renewal is available ONLY under Contracts PSD 4017548, 4017549, 4017550, or 4017551 for the CY' 2013-2014 season. Your quantity may not exceed more than a 20% increase of last season's quantity, and price cannot increase more than 5% of last season's price. Other Terms & Conditions of Contract will remain the same as last year. Check Contract # Below: Note Current Contract Number: PSD 4017548 () or PSD 4017549 () or PSD 4017550 () or PSD 4017551 ()

I certify that funds are available for the purchase of the items on this Requisition and that such items are for the sole use of this governmental unit, and not for personal use of any official or individual or re-sale.

In addition, I agree to abide by the Joint Purchasing Procedure established by the Department of Central Management Services.

Director of Public Works

 SIGNATURE OF AUTHORIZED OFFICIAL OR AGENT

 TITLE

Printed on Recycled Paper

January 21, 2012

ANNUAL LANDSCAPE MAINTENANCE PROGRAM AGREEMENT

For April 1, 2012 – November 30, 2013

prepared for:

**Burr Ridge Police Department, 7700 S County Line Rd Burr Ridge, IL
MP21227**

SCOPE OF WORK

Landworks Custom, Ltd., herein known as the Contractor, shall furnish all horticultural supervision, labor, material, equipment and transportation required to maintain the landscape throughout the contract period, as specified herein, for the benefit of Burr Ridge Police Department, herein known as the Owner.

TURF CARE

Turf shall be mowed during the active growing season as needed to maintain a height of 3" to 3-1/2" with no more than 1/3" of the grass blade removed per cutting. During extended rainy or dry periods, mowing will take place as conditions dictate.

Clippings shall not be caught and removed from turf area unless they are lying in swaths that may damage the lawn. Catchers will be used on mowers when mowing close to buildings to prevent clippings from blowing into plant beds.

Turf adjacent to foundations, fences, curbs, and other such obstacles shall be kept neat by edging and trimming. In areas where turf directly abuts any obstacles as noted above and potential exits for damage to said areas, options for service will be discussed with the client before start of season. Any cables, wires, etc. not buried to specification depth of 6" will be the responsibility of installing contractor or utility when they are damaged while performing contracted landscape services.

Edging of turf adjacent to all sidewalks shall be performed three (3) times per season.

All debris and clippings from mowing or edging shall be removed from sidewalks, streets, and entrances after each cutting.

GROUND COVER / SHRUB AREAS

Edging and Cultivation: Edge ground cover as needed to keep within bounds and away from obstacles. Shrub beds and tree rings shall be edged 1 time per season. Tree rings and shrub beds shall be cultivated 1 time. Cultivating will not be done on any beds with new mulch cover.

Pruning: Shrubs shall be pruned only as necessary to maintain the natural form of the plant, to maintain growth within space limitations, and to eliminate damage of diseased wood. This excludes pruning necessitated by storm damage, disease, neglected overgrowth or winterkill.

All deciduous and evergreen shrubs shall be pruned 1-2 times per season with top pruning restricted to shaping the terminal growth, removal of interfering branches, and control of the height of the plant. Flowering shrubs shall be pruned immediately after blossoms have cured. All clippings will be cleared from the beds.

Fertilization and Weed Control: Granular fertilizer and a weed pre-emergent shall be applied 1 time in the spring. Beds shall be kept reasonable free of broadleaf or grassy weeds with pre-emergent and/or selective contact herbicides and hand pulling.

MULCHED AREAS

Mulched areas will be inspected on our days of service. Weeds and grasses shall be controlled and recommended, legally approved herbicides only if necessary. In those areas with excessive mulch buildup, alternatives will be discussed with client.

DEBRIS CLEANUP / SPRING-FALL CLEANUP

All landscape areas shall be inspected on days of service and debris removed. Landscape debris, generated from our work, shall be removed from paved areas on days of service.

Spring clean-up completed by May 1st. Fall cleanup to be completed by end of contract, weather permitting. Leaves and debris will be removed from all turf, ground cover, and shrub beds. The last mowing of turf will be done at a height of 2-1/2".

LABOR & MATERIALS

Contractor agrees to furnish all labor, machinery, fertilizer, and sprays reasonably necessary to perform the landscape maintenance at Burr Ridge Police Department.

All machines will be of such type as to cause no hazards or danger reasonable foreseeable. All equipment shall be in good operating condition, with all grass cutting edges sharp and in proper adjustment. All material will be of such type and quality as to do their proscribed job without damage. All personnel employed by Contractor will be screened before hiring and will be trained.

SUPERVISION

Contractor agrees to furnish the necessary qualified supervision to oversee all operations.

CONTRACTOR RESPONSIBILITY

In the performance of the work listed above, the Contractor shall require all employees to comply with the instruction pertaining to conduct and building regulations, issued by duly appointed officials, such as the building inspectors, manager, guards, etc.

All aspects of contract and conditions stated within shall be considered privileged and any details to be discussed only with managing agent or designated representative. Monthly reports detailing services performed will be provided to managing agent per request.

PERIOD OF CONTRACT

This contract shall be in effect for the period stated: April 1, 2012 to November 30, 2013, with service during the months of April through November.

INDEMNITY AND INSURANCE

The Contractor shall secure, pay the premiums for, and keep in force until the expiration of this contract and any other renewal thereof, insurance as provided below.

Comprehensive general liability of \$1,000,000 for each occurrence and \$2,000,000 aggregate. Workmen's compensation insurance covering all employees per state statute. If automotive equipment is used in the operation, automobile bodily injury insurance with limits of not less than \$1,000,000 for each person and \$1,000,000 for each accident and property damage liability insurance, with limits of not less than \$1,000,000 for each accident.

CHARGES AND PAYMENT TERMS

The 2012 charge for mowing services is **\$ 4,800.00**, payable in 8 monthly installments of **\$ 600.00**, with invoicing beginning in April 2012, and continuing each month thereafter through November 30, 2012.

The 2013 charge for mowing services is **\$ 5,080.00**, payable in 8 monthly installments of **\$ 635.00**, with invoicing beginning in April 2013, and continuing each month thereafter through November 30, 2013.

The 2012 charge for bed maintenance is **\$ 3,200.00**, payable in 8 monthly installments of **\$ 400.00**, with invoicing beginning in April 2012, and continuing each month thereafter through November 30, 2012.

The 2013 charge for bed maintenance is **\$ 3,360.00**, payable in 8 monthly installments of **\$ 420.00**, with invoicing beginning in April 2013, and continuing each month thereafter through November 30, 2013.

The 2012 charge for hand spade edging of all tree rings and planting beds is **\$ 650.00**, payable in 1 installment in April 2012. (First spade edging also includes price for initial clean-up of site in spring 2012)

The 2013 charge for hand spade edging of all tree rings and planting beds is **\$ 400.00**, payable in 1 installment in April 2013.

Supply and install 70 cu yds of double processed hardwood mulch to all beds and tree rings in spring 2012 **\$ 3,870.00**

Supply and install 160 square feet of 3-4" potted annuals in two beds in front flower beds. (contingent on existing irrigation changes, area currently too wet) **\$ 1,100.00**

Owner shall be billed at the beginning of each month with payment due on the tenth day of the following month. Payment policy is net 10 days from date of bill. Any unpaid balance after the due date shall accrue interest at one and one-half percent (1.5%) per month (18% per year). Owner agrees to pay any costs including any attorney's fees and court costs incurred by Contractor in the collection of monies owed Contractor. These installment-billing arrangements are for convenience only and do not represent the work performed during each of the billing periods. Due to the volatile nature of the price of fuel, contractor reserves the right to impose a fuel surcharge in the amount of 2.5% of the monthly mowing invoice for each month fuel exceeds \$ 3.50 per gallon in Burr Ridge, IL during the term of this contract. Notification will be provided to management prior to billing.

REMEDIES OF OWNER

Contractor agrees to be liable to Owner for damages to the Owner's physical property caused by negligence of the Contractor's employees. Recovery of such damages shall be Owner's sole and exclusive remedy for such negligence. In the event Contractor breaches this Agreement. Owner's sole and exclusive remedy for such breach shall be to declare this contract terminated pursuant to following termination contract.

TERMINATION

This contract may be terminated upon thirty days written notice sent by registered mail to Contractor if just cause is shown to terminate this contract. Just cause shall mean the contractor's failure to perform it's obligations under this agreement. Any complaints about the quality of service, which have not been taken care of in the normal course of business, must be sent by registered mail to the contractor. If the contractor fails to respond in a reasonable period of time, the owner will have just cause to terminate this agreement and may do so upon thirty days written notice by registered mail.

Contractor may cancel this contract if payment and/or finance charges are not paid within 30 days. The owner agrees to pay any costs, including legal fees and court costs incurred by Contractor. Upon cancellation of this contract by either party, a final billing will be prepared by Contractor upon receipt.

This contract shall be construed and enforced in accordance with the internal laws of the State of Illinois. Contractor shall be entitled to reimbursement of its costs and reasonable attorney's fees incurred to enforce any of the terms or provisions of this contract. This contract shall not be modified, amended or in any way altered except in writing signed by both parties. This contract is the sole agreement between the parties relating to the subject matter hereof and supersedes all prior understandings, writings, proposals, representations or communications, written or oral.

SIGNATURE OF AGREEMENT

This offer may be withdrawn if not accepted in 30 days of the date of this agreement. Your signature below shall constitute a working agreement. Work shall commence upon receipt of the countersigned original.

LANDWORKS CUSTOM LIMITED:

_____ Title _____ Date _____

BURR RIDGE POLICE DEPARTMENT

_____ Title _____ Date _____

January 21, 2012

ANNUAL LANDSCAPE MAINTENANCE PROGRAM AGREEMENT

For April 1, 2012 – November 30, 2013

prepared for:

**Burr Ridge Village Hall, 7660 S County Line Rd Burr Ridge, IL
MP21228**

SCOPE OF WORK

Landworks Custom, Ltd., herein known as the Contractor, shall furnish all horticultural supervision, labor, material, equipment and transportation required to maintain the landscape throughout the contract period, as specified herein, for the benefit of Burr Ridge Village Hall, herein known as the Owner.

TURF CARE

Turf shall be mowed during the active growing season as needed to maintain a height of 3" to 3-1/2" with no more than 1/3" of the grass blade removed per cutting. During extended rainy or dry periods, mowing will take place as conditions dictate.

Clippings shall not be caught and removed from turf area unless they are lying in swaths that may damage the lawn. Catchers will be used on mowers when mowing close to buildings to prevent clippings from blowing into plant beds.

Turf adjacent to foundations, fences, curbs, and other such obstacles shall be kept neat by edging and trimming. In areas where turf directly abuts any obstacles as noted above and potential exits for damage to said areas, options for service will be discussed with the client before start of season. Any cables, wires, etc. not buried to specification depth of 6" will be the responsibility of installing contractor or utility when they are damaged while performing contracted landscape services.

Edging of turf adjacent to all sidewalks shall be performed three (3) times per season.

All debris and clippings from mowing or edging shall be removed from sidewalks, streets, and entrances after each cutting.

GROUND COVER / SHRUB AREAS

Edging and Cultivation: Edge ground cover as needed to keep within bounds and away from obstacles. Shrub beds and tree rings shall be edged 1 time per season. Tree rings and shrub beds shall be cultivated 1 time. Cultivating will not be done on any beds with new mulch cover.

Pruning: Shrubs shall be pruned only as necessary to maintain the natural form of the plant, to maintain growth within space limitations, and to eliminate damage of diseased wood. This excludes pruning necessitated by storm damage, disease, neglected overgrowth or winterkill.

All deciduous and evergreen shrubs shall be pruned 1-2 times per season with top pruning restricted to shaping the terminal growth, removal of interfering branches, and control of the height of the plant. Flowering shrubs shall be pruned immediately after blossoms have cured. All clippings will be cleared from the beds.

Fertilization and Weed Control: Granular fertilizer and a weed pre-emergent shall be applied 1 time in the spring. Beds shall be kept reasonable free of broadleaf or grassy weeds with pre-emergent and/or selective contract herbicides and hand pulling.

MULCHED AREAS

Mulched areas will be inspected on our days of service. Weeds and grasses shall be controlled and recommended, legally approved herbicides only if necessary. In those areas with excessive mulch buildup, alternatives will be discussed with client.

DEBRIS CLEANUP / SPRING-FALL CLEANUP

All landscape areas shall be inspected on days of service and debris removed. Landscape debris, generated from our work, shall be removed from paved areas on days of service.

Spring clean-up completed by May 1st. Fall cleanup to be completed by end of contract, weather permitting. Leaves and debris will be removed from all turf, ground cover, and shrub beds. The last mowing of turf will be done at a height of 2-1/2".

LABOR & MATERIALS

Contractor agrees to furnish all labor, machinery, fertilizer, and sprays reasonably necessary to perform the landscape maintenance at Burr Ridge Village Hall.

All machines will be of such type as to cause no hazards or danger reasonable foreseeable. All equipment shall be in good operating condition, with all grass cutting edges sharp and in proper adjustment. All material will be of such type and quality as to do their proscribed job without damage. All personnel employed by Contractor will be screened before hiring and will be trained.

SUPERVISION

Contractor agrees to furnish the necessary qualified supervision to oversee all operations.

CONTRACTOR RESPONSIBILITY

In the performance of the work listed above, the Contractor shall require all employees to comply with the instruction pertaining to conduct and building regulations, issued by duly appointed officials, such as the building inspectors, manager, guards, etc.

All aspects of contract and conditions stated within shall be considered privileged and any details to be discussed only with managing agent or designated representative. Monthly reports detailing services performed will be provided to managing agent per request.

PERIOD OF CONTRACT

This contract shall be in effect for the period stated: April 1, 2012 to November 30, 2013, with service during the months of April through November.

INDEMNITY AND INSURANCE

The Contractor shall secure, pay the premiums for, and keep in force until the expiration of this contract and any other renewal thereof, insurance as provided below.

Comprehensive general liability of \$1,000,000 for each occurrence and \$2,000,000 aggregate. Workmen's compensation insurance covering all employees per state statute. If automotive equipment is used in the operation, automobile bodily injury insurance with limits of not less than \$1,000,000 for each person and \$1,000,000 for each accident and property damage liability insurance, with limits of not less than \$1,000,000 for each accident.

CHARGES AND PAYMENT TERMS

The 2012 charge for mowing services is \$ 3,880.00, payable in 8 monthly installments of \$ 485.00, with invoicing beginning in April 2012, and continuing each month thereafter through November 30, 2012.

The 2013 charge for mowing services is \$ 4,080.00, payable in 8 monthly installments of \$ 510.00, with invoicing beginning in April 2013, and continuing each month thereafter through November 30, 2013.

~~The 2012 charge for bed maintenance is \$ 1,840.00, payable in 8 monthly installments of \$ 230.00, with invoicing beginning in April 2012, and continuing each month thereafter through November 30, 2012.~~

~~The 2013 charge for bed maintenance is \$ 1,960.00, payable in 8 monthly installments of \$ 245.00, with invoicing beginning in April 2013, and continuing each month thereafter through November 30, 2013.~~

} DELETE
PDM
2/13/12

The 2012 charge for hand spade edging of all tree rings and planting beds is \$ 195.00, payable in 1 installment in April 2012.

The 2013 charge for hand spade edging of all tree rings and planting beds is \$ 210.00, payable in 1 installment in April 2013.

Owner shall be billed at the beginning of each month with payment due on the tenth day of the following month. Payment policy is net 10 days from date of bill. Any unpaid balance after the due date shall accrue interest at one and one-half percent (1.5%) per month (18% per year). Owner agrees to pay any costs including any attorney's fees and court costs incurred by Contractor in the collection of monies owed Contractor. These installment-billing arrangements are for convenience only and do not represent the work performed during each of the billing periods. Due to the volatile nature of the price of fuel, contractor reserves the right to impose a fuel surcharge in the amount of 2.5% of the monthly mowing invoice for each month fuel exceeds \$ 3.50 per gallon in Burr Ridge, IL during the term of this contract. Notification will be provided to management prior to billing.

REMEDIES OF OWNER

Contractor agrees to be liable to Owner for damages to the Owner's physical property caused by negligence of the Contractor's employees. Recovery of such damages shall be Owner's sole and exclusive remedy for such negligence. In the event Contractor breaches

this Agreement. Owner's sole and exclusive remedy for such breach shall be to declare this contract terminated pursuant to following termination contract.

TERMINATION

This contract may be terminated upon thirty days written notice sent by registered mail to Contractor if just cause is shown to terminate this contract. Just cause shall mean the contractor's failure to perform it's obligations under this agreement. Any complaints about the quality of service, which have not been taken care of in the normal course of business, must be sent by registered mail to the contractor. If the contractor fails to respond in a reasonable period of time, the owner will have just cause to terminate this agreement and may do so upon thirty days written notice by registered mail.

Contractor may cancel this contract if payment and/or finance charges are not paid within 30 days. The owner agrees to pay any costs, including legal fees and court costs incurred by Contractor. Upon cancellation of this contract by either party, a final billing will be prepared by Contractor upon receipt.

This contract shall be construed and enforced in accordance with the internal laws of the State of Illinois. Contractor shall be entitled to reimbursement of its costs and reasonable attorney's fees incurred to enforce any of the terms or provisions of this contract. This contract shall not be modified, amended or in any way altered except in writing signed by both parties. This contract is the sole agreement between the parties relating to the subject matter hereof and supersedes all prior understandings, writings, proposals, representations or communications, written or oral.

*NOTE: APPROVED SERVICES INCLUDE MOWING AND EDGING ONLY; PLANT BED MAINTENANCE NOT INCLUDED AT THIS SITE.

SIGNATURE OF AGREEMENT

This offer may be withdrawn if not accepted in 30 days of the date of this agreement. Your signature below shall constitute a working agreement. Work shall commence upon receipt of the countersigned original.

LANDWORKS CUSTOM LIMITED:

_____ Title _____ Date _____

BURR RIDGE VILLAGE HALL

_____ Title _____ Date _____

January 21, 2012

ANNUAL LANDSCAPE MAINTENANCE PROGRAM AGREEMENT

For April 1, 2012 – November 30, 2013

prepared for:

**Burr Ridge Veterans Memorial, 7660 S County Line Rd Burr Ridge, IL
MP21229**

SCOPE OF WORK

Landworks Custom, Ltd., herein known as the Contractor, shall furnish all horticultural supervision, labor, material, equipment and transportation required to maintain the landscape throughout the contract period, as specified herein, for the benefit of Burr Ridge Veterans Memorial, herein known as the Owner.

GROUND COVER / SHRUB AREAS

Edging and Cultivation: Edge ground cover as needed to keep within bounds and away from obstacles. Shrub beds shall be edged 1 time per season. Shrub beds shall be cultivated 1 time. Cultivating will not be done on any beds with new mulch cover.

Pruning: Shrubs shall be pruned only as necessary to maintain the natural form of the plant, to maintain growth within space limitations, and to eliminate damage of diseased wood. This excludes pruning necessitated by storm damage, disease, neglected overgrowth or winterkill. All deciduous and evergreen shrubs shall be pruned 1-2 times per season with top pruning restricted to shaping the terminal growth, removal of interfering branches, and control of the height of the plant. Flowering shrubs shall be pruned immediately after blossoms have cured. All clippings will be cleared from the beds.

Fertilization and Weed Control: Granular fertilizer and a weed pre-emergent shall be applied 1 time in the spring. Beds shall be kept reasonable free of broadleaf or grassy weeds with pre-emergent and/or selective contract herbicides and hand pulling.

MULCHED AREAS

Mulched areas will be inspected on our days of service. Weeds and grasses shall be controlled and recommended, legally approved herbicides only if necessary. In those areas with excessive mulch buildup, alternatives will be discussed with client.

DEBRIS CLEANUP / SPRING-FALL CLEANUP

All landscape areas shall be inspected on days of service and debris removed. Landscape debris, generated from our work, shall be removed from paved areas on days of service.

Spring clean-up completed by May 1st. Fall cleanup to be completed by end of contract, weather permitting. Leaves and debris will be removed from all turf, ground cover, and shrub beds. The last mowing of turf will be done at a height of 2-1/2".

LABOR & MATERIALS

Contractor agrees to furnish all labor, machinery, fertilizer, and sprays reasonably necessary to perform the landscape maintenance at Burr Ridge Veterans Memorial.

All machines will be of such type as to cause no hazards or danger reasonable foreseeable. All equipment shall be in good operating condition, with all grass cutting edges sharp and in proper adjustment. All material will be of such type and quality as to do their proscribed job without damage. All personnel employed by Contractor will be screened before hiring and will be trained.

SUPERVISION

Contractor agrees to furnish the necessary qualified supervision to oversee all operations.

CONTRACTOR RESPONSIBILITY

In the performance of the work listed above, the Contractor shall require all employees to comply with the instruction pertaining to conduct and building regulations, issued by duly appointed officials, such as the building inspectors, manager, guards, etc.

All aspects of contract and conditions stated within shall be considered privileged and any details to be discussed only with managing agent or designated representative. Monthly reports detailing services performed will be provided to managing agent per request.

PERIOD OF CONTRACT

This contract shall be in effect for the period stated: April 1, 2012 to November 30, 2013, with service during the months of April through November.

INDEMNITY AND INSURANCE

The Contractor shall secure, pay the premiums for, and keep in force until the expiration of this contract and any other renewal thereof, insurance as provided below.

Comprehensive general liability of \$1,000,000 for each occurrence and \$2,000,000 aggregate. Workmen's compensation insurance covering all employees per state statute. If automotive equipment is used in the operation, automobile bodily injury insurance with limits of not less than \$1,000,000 for each person and \$1,000,000 for each accident and property damage liability insurance, with limits of not less than \$1,000,000 for each accident.

CHARGES AND PAYMENT TERMS

The 2012 charge for bed maintenance is \$ 1,920.00, payable in 8 monthly installments of \$ 240.00, with invoicing beginning in April 2012, and continuing each month thereafter through November 30, 2012.

The 2013 charge for bed maintenance is \$ 2,040.00, payable in 8 monthly installments of \$ 255.00, with invoicing beginning in April 2013, and continuing each month thereafter through November 30, 2013.

Supply and install 10 cu yds of double processed hardwood mulch to all beds in spring 2012
\$ 550.00

Owner shall be billed at the beginning of each month with payment due on the tenth day of the following month. Payment policy is net 10 days from date of bill. Any unpaid balance after the due date shall accrue interest at one and one-half percent (1.5%) per month (18% per year). Owner agrees to pay any costs including any attorney's fees and court costs incurred by Contractor in the collection of monies owed Contractor. These installment-billing arrangements are for convenience only and do not represent the work performed during each of the billing periods. Due to the volatile nature of the price of fuel, contractor reserves the right to impose a fuel surcharge in the amount of 2.5% of the monthly mowing invoice for each month fuel exceeds \$ 3.50 per gallon in Burr Ridge, IL during the term of this contract. Notification will be provided to management prior to billing.

REMEDIES OF OWNER

Contractor agrees to be liable to Owner for damages to the Owner's physical property caused by negligence of the Contractor's employees. Recovery of such damages shall be Owner's sole and exclusive remedy for such negligence. In the event Contractor breaches this Agreement. Owner's sole and exclusive remedy for such breach shall be to declare this contract terminated pursuant to following termination contract.

TERMINATION

This contract may be terminated upon thirty days written notice sent by registered mail to Contractor if just cause is shown to terminate this contract. Just cause shall mean the contractor's failure to perform it's obligations under this agreement. Any complaints about the quality of service, which have not been taken care of in the normal course of business, must be sent by registered mail to the contractor. If the contractor fails to respond in a reasonable period of time, the owner will have just cause to terminate this agreement and may do so upon thirty days written notice by registered mail.

Contractor may cancel this contract if payment and/or finance charges are not paid within 30 days. The owner agrees to pay any costs, including legal fees and court costs incurred by Contractor. Upon cancellation of this contract by either party, a final billing will be prepared by Contractor upon receipt.

This contract shall be construed and enforced in accordance with the internal laws of the State of Illinois. Contractor shall be entitled to reimbursement of its costs and reasonable attorney's fees incurred to enforce any of the terms or provisions of this contract. This contract shall not be modified, amended or in any way altered except in writing signed by both parties. This contract is the sole agreement between the parties relating to the subject matter hereof and supersedes all prior understandings, writings, proposals, representations or communications, written or oral.

SIGNATURE OF AGREEMENT

This offer may be withdrawn if not accepted in 30 days of the date of this agreement. Your signature below shall constitute a working agreement. Work shall commence upon receipt of the countersigned original.

LANDWORKS CUSTOM LIMITED:

_____ Title _____ Date _____

BURR RIDGE VETERANS MEMORIAL

_____ Title _____ Date _____

BILLING INFORMATION:

Company Name _____

Contact Name _____

Address _____ City _____ St _____ Zip _____

Telephone _____ Fax _____

E-mail _____



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RETURN WITH BID

CONTRACTOR'S BID PROPOSAL

SUBMITTED BY: LANDWORKS CUSTOM, LTD.
Name of Company

In submitting this proposal, the undersigned declares that the only persons or parties interested in the proposal as principals are those named herein and that the proposal is made without collusion with any other person, firm or corporation. All bidders, in order for the Village to open their proposal, must execute the "Compliance Affidavit" included herein.

The undersigned understands and agrees that if this proposal is accepted, the undersigned is to furnish and provide all necessary machinery, tools, apparatus, labor and other means of construction; and to do all of the Work and furnish all of the materials specified in the contract in the manner and at the time therein prescribed, and in accordance with the requirements set forth.

EXAMINATION OF CONTRACT DOCUMENTS AND SITE: The undersigned hereby certifies that he has examined the site(s) to familiarize himself with the conditions that might in any way affect cost, and that he has examined the contract and specifications.

LUMP SUM CONTRACT: The undersigned submits herewith the PROPOSED PRICE covering the Work to be performed under this contract; including proposals for BASE BID, OPTION BID 1, OPTION BID 2, and OPTION BID 3. The undersigned understands that this is a LUMP SUM contract, and payment will be provided based upon fulfillment of the Contract obligations in full conformance with the Contract Specifications. The Contractor may submit invoices no more frequently than once each month.

TERM & COMMENCEMENT: The undersigned agrees to commence the Work under this proposal not later than April 15, 2012. The undersigned understands that this contract will be effective for a two (2) year term, commencing on April 1 2012, and terminating on November 1, 2013. No annual inflation or escalation factor will be permitted during the term of this contract.

BID BOND REQUIRED: In accordance with the requirements of this contract, there is deposited herewith a cashier's check, certified check, or bidder's bond for five percent (5%) of the total price, which under the terms set forth entitles the undersigned to submit a proposal on said Work.

SIGNATURE OF BIDDER: J. Ryant PRESIDENT
Signature of President/Owner Title

BUSINESS ADDRESS: 751 N. BOUNSBROOK DR. #17
BOUNSBROOK, IL 60440

ATTEST: Darlene Gignas
NOTARY PUBLIC





BASE BID PROPOSAL (MEDIANS & GATEWAYS)

The base bid will consist of maintenance of all existing shrubs and perennials; the planting and maintenance of annuals, and incidental mowing, at all Medians, Primary Gateways, and Secondary Gateways as described in Appendix A. This contract will be effective for a two (2) year term, commencing on April 1, 2012, and terminating on November 1, 2013. No annual inflation or escalation factor will be permitted. The price as listed following, is the price, per season, for landscape maintenance.

BASE LANDSCAPE MAINTENANCE SERVICES, PER SEASON: \$ 33,818 - Lump Sum

OPTION 1 - BID PROPOSAL (I-55 INTERCHANGE MOWING)

Option Bid 1 will consist of the monthly mowing and general maintenance of the entrance and exit ramps along the I-55/County Line Road cloverleaf intersection, as specified in Appendix B. This contract will be effective for a two (2) year term, commencing on April 1, 2012, and terminating on November 1, 2013. No annual inflation or escalation factor will be permitted. The price as listed following, is the price, per season, for mowing services.

OPTION BID 1, I-55 MOWING SERVICES, PER SEASON: \$ 3,199 - Lump Sum

OPTION 2 - BID PROPOSAL ("FOUR CORNERS")

Option Bid 2 will consist of maintenance of additional landscaped areas at the four corners of Burr Ridge Parkway and County Line Road, as well as mowing of the east and west sides of County Line Road between Burr Ridge Parkway and I-55. All landscape maintenance work under Option Bid 2 will be expected to comply with the General Provisions and Specifications of this contract as applicable to both the Base Bid and Option Bid 2.

This contract will be effective for a two (2) year term, commencing on April 1, 2012 and terminating on November 1, 2013. No annual inflation or escalation factor will be permitted. The price as listed following, is the price per season for the specified services.

OPTION BID 2, LANDSCAPE MAINT. SERVICES, PER SEASON: \$ 6,260 - Lump Sum



OPTION 3 - BID PROPOSAL (REQUESTS FOR ADDITIONAL WORK)

Option Bid 3 will consist of an agreement to provide additional services, such as the supplementation or replacement of annuals, as periodically requested by the Village. This work will be based upon actual costs, plus a fee arrangement. Each contractor must submit their labor cost schedule for the 2012 season, and a proposed fee (as a percentage markup) for both labor and material. This contract will be effective for a two (2) year term, commencing on April 1, 2012, and terminating on November 1, 2013. No annual inflation or escalation factor will be permitted. The price as listed following, is the price, per season, for mowing services.

I have attached my labor cost schedule hereto, and it is considered an integral component of this bid proposal.

INVOICED LABOR COSTS WILL EQUAL: actual labor costs plus 35 Percent
INVOICED MATERIAL COSTS WILL EQUAL: actual material costs plus 18 Percent

SUMMARY BID PROPOSAL

The Bid Proposal, hereby submitted, includes the following:

Base Bid Proposal:	\$ <u>32,818</u>	Lump Sum
Option 1 - Bid Proposal:	\$ <u>3,199</u>	Lump Sum
Option 2 - Bid Proposal (per season):	\$ <u>4,260</u>	Lump Sum
TOTAL Annual Fixed Cost:	\$ <u>43,277</u>	Lump Sum

COSTS FOR ADDITIONAL WORK:

Option 3 - Bid Proposal:	Labor Overhead: <u>35</u> %
	Material Overhead: <u>35</u> %



Landscape Architects
& Contractors

751 North Bolingbrook
Drive
Link 17
Bolingbrook, Illinois 60440

tel 630.759.8200
fax 630.679.1358

STATEMENT OF QUALIFICATIONS

Re: Village of Burr Ridge Landscape Maintenance Contract Proposal

To whom it may concern:

I am hereby submitting a qualification statement for your review. I hope your review deems us worthy to be awarded the bid for the Village of Burr Ridge Landscape Maintenance Contract.

The sampling of our list of successful projects contained herein will display that we are qualified to be the successful bidder for your project. Our dedicated labor force contains experienced landscape professionals with more than fifteen years experience in the field. Additionally, I am a licensed Landscape Architect in Illinois with 34 years experience. Our director of maintenance has 20 years experience with a degree in horticulture and landscape design. Our other project managers are either licensed landscape architects or certified landscape technicians will help ensure our service will conform to the project plans and specifications and exceed expectations.

I hereby submit that Landworks Custom Ltd. has not been involved in any litigation or bond forfeitures.

Landworks Custom Ltd. is primarily the maintenance arm of our design build construction company. Our responsibilities on site developments incorporate general contracting; planting and landscape maintenance; installation of site development features composed of but not limited to the following: specialty paving, lighting, specialized soils, earthwork, site furniture, signage and entry monuments, retaining walls, irrigation, concrete, asphalt, water features, sport field facilities, structures, masonry, fencing and ornamental iron work.

We have over 34 years of experience in the landscape industry in northeastern Illinois. We are also professional Landscape Architects. Our main goal in working with our clients is to establish and build a long lasting relationship in which we build the landscape environment that meets our client's goals within budget and schedule. We are interested in furthering our profession and providing only high quality installation.

Landworks provides competent supervision, quality material and care in the work we perform. We have the technical ability in our crews and staff to perform all maintenance and installation needs. Our project supervision will ensure your goals, specifications and aesthetic are met.

Our landscape architecture experience has proven to be an asset to our landscape maintenance clients and their representatives alike. We provide a high level of project understanding and attention to project needs. We understand seasonal scheduling and the necessity of providing service in a timely manner that result in a successful landscape.

Our experience in landscape architecture and construction helps us to identify pitfalls in the landscape maintenance process. Through our expertise we can provide a client with guidance on which they can rely to make sound decisions.

The following references will display for your review and approval our qualifications, experience and capabilities.

Thank you for the opportunity to submit our qualifications.

Respectfully submitted,

LANDWORKS CUSTOM, LTD.

A handwritten signature in black ink, appearing to read "Joseph A. Pizzuto".

Joseph A. Pizzuto
President

REFERENCES - No stop notice claims

Project & Address

School Dist 62

Gower Middle School, Burr Ridge and Gower West, Willowbrook Reference: Mr. Steve Griesbach
Superintendent - 630.986.5383

Awarded 2009

Turf, shrubs, trees, perennials, plus soccer fields and ball fields

Mowing, edging, spring and fall bed maintenance, enhancements

3-5 man crew w/foreman, enclosed 20 ft trailer, 72" riders, 42" standers, 21" push mower, small
equipment including line trimmer, power edger, power hedger, back pack blower, sidewalk edger,
hand tools including, spades, rakes, etc.

Seasonal total approximately \$ 16,000-\$20,000

Project & Address

Grande Reserve and Grande Reserve North

Rt 34 & American Way, Mill Rd & Kennedy, Yorkville Reference: Ms. Mary Seego - 630.633.5613.

Awarded 2006

105 acres of turf, 2.5 acres beds, 2300 sq ft annual beds, plus 12 ponds, Clubhouse w/ 3 pools and
32 planters, over 2900 trees, 4700 shrubs, and 4 multi-family sections with an additional 20 acres of
turf, shrub and perennial beds.

Mowing, edging, fertilizing, pruning, weeding, deadheading, enhancements, field mowing

12-15 man crew w/ foreman, enclosed 20 ft trailers, 72" riders, 60" riders, 48" standers, 42" walk
behind, 21" push mower, small equipment including line trimmer, power edger, power hedger, back
pack blower, sidewalk edger, hand tools including, spades, rakes, etc. and tractor w/flail mower

Seasonal total approximately \$ 200,000-\$295,000

Project & Address

UPS

1 UPS Way, Hodgkins Reference: Mr. Neon Chapman Facilities Manager - 708.387.4210

Awarded 2009

60 acres turf plus 230 trees, shrub and perennial beds, raised planters

Mowing, edging, fertilizing, pruning, weeding, deadheading, enhancements

8-12 man crew w/ foreman, enclosed 20 ft trailers, 72" riders, 60" riders, 48" standers, 21" push
mower, small equipment including line trimmer, power edger, power hedger, back pack blower,
sidewalk edger, hand tools including, spades, rakes, etc.

Seasonal total approximately \$ 70,000-\$100,000

Project & Address:

Oak Tree Towers

1120 Warren Ave, Downers Grove Reference: Ms. Debbie Wendell - 630.964.6600

Awarded 2005

2 acres turf plus 1 bed acre, shrub and perennial beds, raised planters

Mowing, edging, fertilizing, pruning, weeding, deadheading, enhancements

Seasonal total approximately \$ 8,000-\$12,000

3-5 man crew w/foreman, enclosed 20 ft trailer, 42" standers, 42" walk behind, 21" push mower, small
equipment including line trimmer, power edger, power hedger, back-pack blower, sidewalk edger,
hand tools including, spades, rakes, etc.

Maintain

At Landworks proper maintenance of your landscape investment can mean the difference between flourishing and failure. Our professional approach and commitment to quality will ensure the enduring beauty of your outdoor space.

Following construction of your project, Landworks offers continued attention to your site through ongoing maintenance. Maintenance is provided as a separate contract or part of the construction contract as it is in our interest to maintain our installations and protect your investment.

To ensure the long-lasting beauty of your property, our experienced, dedicated staff will care for it using only the best materials. Trees and shrubs will be properly trimmed, beds edged and mulched and lawns mowed to provide a pleasing, well-maintained site and beautiful environment.

Our services include:

- Lawn mowing, fertilization and weed control
- Pruning shrubs and trees
- Snow removal
- Annual flower rotation
- Holiday decoration
- Site clean-up
- Goose control
- Integrated pest management
- Mulch installation

Contact Landworks to learn more about our maintenance services. We want to connect with you to achieve success.



"Landworks' maintenance staff is dependable, highly professional and continually proves their commitment to preserving my landscaping."
Debbie Wendell, Property Manager, Downers Grove, IL

Build

From concept through final plans and installation, the Landworks team has worked with many top architects, builders and public agencies. Our team can collaborate to meet tight deadlines while managing costs and quality. Regardless of the type of project, our construction crews have the experience and talent required to help complete your project.

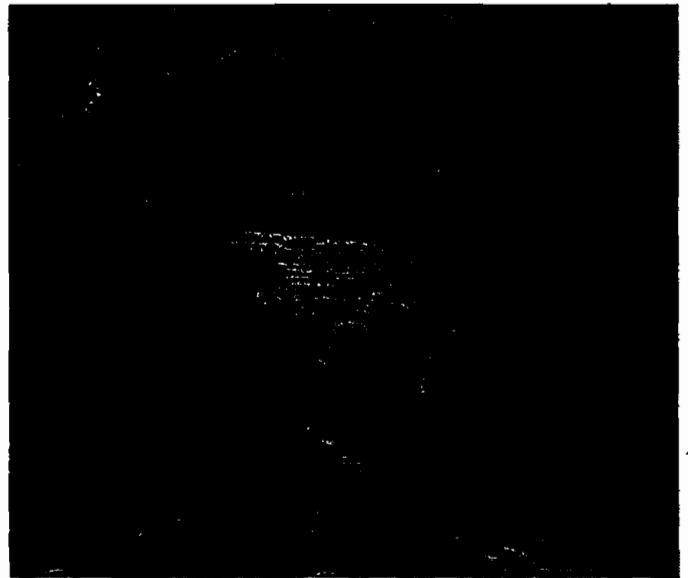
Our services include:

- Commercial
- Residential
- Public Works

Landworks has a history of design/build construction but can collaborate with outside designers and Landscape Architects in a build-only capacity. Landworks consists of fully equipped, knowledgeable and certified landscape technician construction crews. Their professional skill and expertise will exceed your expectations during the installation phase of your landscape. We also offer a warranty to guarantee our landscape installations.

Why should you use Landworks?

- We have the ability to complete projects in an efficient and organized manner.
- Our employees are experienced and dedicated.
- We are committed to understanding each project site completely.
- We have a proven commitment to excellence.
- Our client relationships are based on communication and trust.
- We have the know-how with over 31 years of experience in the landscape industry.



"Landworks teamed up with my designer to create a great landscape. Their ability to pool resources and work as an effective and seamless team was quite impressive."

Homeowner, Hinsdale, IL

Design

At Landworks Limited, we believe that landscape design should leave a positive impression on you, our client, as well as the environment and those who experience our work. Equally adept at commercial and residential projects, Landworks weighs context, aesthetics, budget and maintenance when developing landscape solutions that stand the test of time.

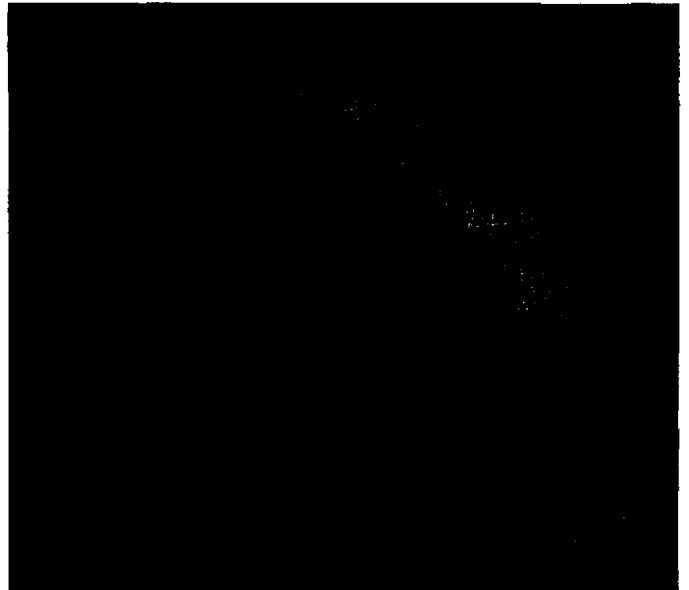
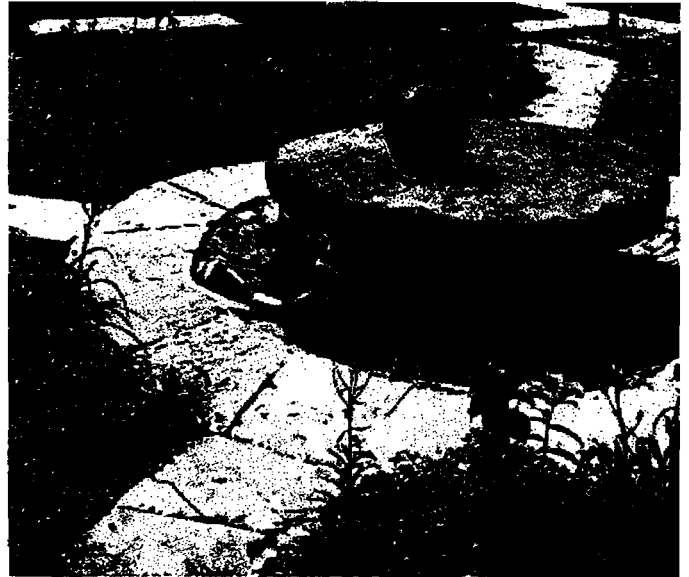
Why should you choose Landworks?

- Our staff is a highly trained team of professionals.
- We have the ability to address all site landscape issues.
- We strive to communicate with our clients to understand their needs.
- We are committed to quality in all our design and construction processes.

Our ability to work with our clients from inception to construction of the project sets us apart from our competitors. Regardless of the type of project, our licensed Landscape Architects have the experience and talent required to help complete your project. Our superior designs will ensure your property makes an affirmative statement.

- Commercial
- Residential
- Public Works

At Landworks, we believe inspired site development helps connect people to the outside world. Whether you are a commercial developer, a park district or a homebuilder, contact Landworks for your next landscape project.



"At Landworks we endeavor to establish a mutual understanding with our clients. This enables us to design useful, diverse and logical landscapes that are responsive to client goals."

Joe Pizzuto, President





The Landworks family of companies includes landscape maintenance, design and construction. Landworks Ltd. is our landscape construction company. Landworks Custom Limited is the maintenance arm. We have over 32 years of experience in the landscape industry and are also professional Landscape Architects. Our goal in working with our clients is to provide quality landscape services. We work to establish a long lasting relationship with our clients by our attention to detail, execution, and communication. Our goal is to exceed our client's expectations.

We have the technical ability, experience, project supervision, and focus on customer service to ensure your landscape needs are met with full satisfaction.

Landworks was established as a design/build/ firm. We also offer design only services.

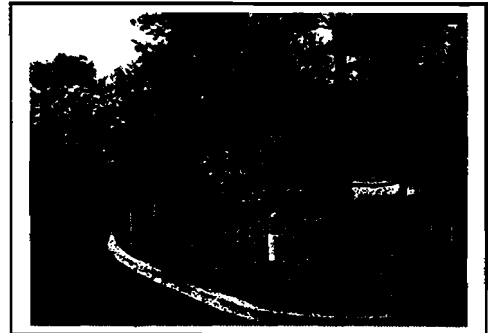
Our background in landscape design and construction helps us to identify pitfalls in the landscape construction process and ongoing maintenance. Through our expertise we can provide a client with guidance on which they can rely to make sound decisions. Additionally, you can rely on us to provide high quality work and get the job completed on schedule.

CONSTRUCTION

We have a history of design/build construction but also work in a capacity where a design is provided by a qualified designer or Landscape Architect and we then serve only in a build capacity. Landworks consists of fully equipped, knowledgeable and certified landscape technician construction crews. Their professional skill and expertise will exceed your expectations during the installation phase of your landscape.

MAINTENANCE

Once your landscape construction is complete, Landworks will provide landscape maintenance. To ensure the long lasting beauty of your property, our staff will care for it using only the best materials. Trees and shrubs will be properly trimmed, beds weeded and mulched and lawns mowed to provide a pleasing well maintained site and beautiful environment.



MULTI-FAMILY AND COMMERCIAL PROJECTS

Landworks Landscape Architects have collectively designed over 400 multi-family developments throughout the Chicago land area.



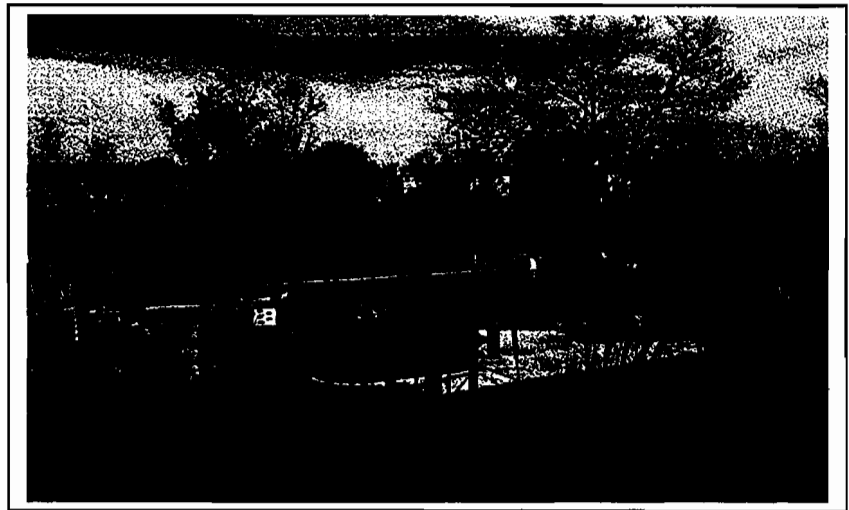
From concept through final plans and installation, the Landworks team has worked with many of the top architects, builders and public agencies in Illinois. A colorful, elegant design, efficient use of the subject site and low maintenance, are all earmarks of a Landworks design.



From upscale shopping plazas to multi-family developments, office parks, churches and libraries, Landwork's staff has many years experience in all facets of commercial landscape design/build and maintenance.

PUBLIC WORKS

The design and construction of many public space and recreation areas have been completed by Landworks. From the improvement of 39 Chicago City Play-Lots, to the construction and renovation of parks in Du Page and Cook counties, and the construction of sports facilities, the staff at Landworks enjoys the opportunity to improve the area's public environment.



Administration

Our professional staff is always available to assist you with any concerns and provide you with the very best in customer service.



Landscape Architects
& Contractors

751 North Bolingbrook Drive
Link 17
Bolingbrook, Illinois 60440

tel 630.759.8200
fax 630.679.1358
www.landworkslimited.com

OVERVIEW

At Landworks we strive to meet and exceed our client's expectations, be an industry leader in quality, technology and service innovation and provide a full-range of cost effective solutions for our clients.

Our Operational Priorities are to design our systems to meet the needs of our clients and operate with the highest efficiency, while working with our clients to create and sustain value through their landscape.

We train and retain employees capable of executing our mission, and reward and promote superior performance.

Landworks Account Managers are highly trained individuals who are responsible for client interaction to ensure satisfaction, assisting with client budgets, adhering to contract specifications, enhancement proposals, service line management, crew scheduling, coordinating all repairs.

Our on-site crew leaders are directly responsible for their crews and report directly to the Account Manager. Account Managers report directly to the President.

The Landworks family of companies includes landscape maintenance, design and construction. Landworks Ltd. is our landscape construction company. Landworks Custom Limited is the maintenance arm. We have over 32 years of experience in the landscape industry and are also professional Landscape Architects. Our goal in working with our clients is to provide quality landscape services. We work to establish a long lasting relationship with our clients by our attention to detail, execution, and communication. Our goal is to exceed our client's expectations.

TRAINING AND SAFETY

Landworks Custom Limited training provides our employees with the knowledge and tools to deliver outstanding service in operations, horticulture, crew management, and customer care. As a company we know that highly trained employees provide outstanding customer service. We believe in continuous training of our employees. This training contributes to improved morale and retention. Many of our employees have been with the company for over 10 years. Landworks provides a safe work environment. We place the highest level of value on the health and welfare of our employees. Monthly meetings are held to review accidents and determine proactive training for further prevention. We provide training to insure our employees have the tools to perform in a safe and productive manner.

Our account managers are trained in all aspects of landscape maintenance operations, horticulture, and customer service.

Landworks Custom Limited has always been an equal opportunity employer. Our company complies with all requirements of the law governing Equal Opportunity and Affirmative Action. No employee or applicant for employment is discriminated against on the basis of race, color, religion, sex, national origin, age, disability, veteran status or disabled veteran status. Landworks has successfully passed all Immigration and Naturalization inspections and Department of Labor review and audits.

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**VILLAGE OF BURR RIDGE
REQUEST FOR PROPOSAL FOR
HERBICIDE & FERTILIZER SERVICES**

THE UNDERSIGNED, having carefully examined and fully understood the Request for Proposal and Bid Specifications and Contract, hereby affirms and agrees to enter into a contract with THE VILLAGE OF BURR RIDGE, Burr Ridge, Illinois;

TO PROVIDE services as herein specified and if not able to specifically comply, have included proposed alternatives as attachments hereto.

THE CONTRACTOR agrees to provide herbicide and fertilizer services on a yearly basis beginning April 2014 through December 2016.

BASE BID #1*	2014	2015	2016
Four (4) Applications Including VM Grub Control	\$1474. ⁰⁰	\$1518. ²⁰	\$1563. ⁷⁶

BASE BID #2*	2014	2015	2016
Two (2) Applications	\$479. ⁰⁰	\$493. ³⁷	\$508. ¹⁷

* Please attach a separate sheet detailing proposed materials, formulation, and applications rates

SELLER:

Green T Services Attn: Harut Mekjian
(Company Name)

1600 Mountain St
(Street)

Aurora, IL 60505
(City, State, Zip)



REQUIRED REFERENCES

List below at least three different professional references for or in which your organization has been referred work within the past three (3) years (include municipalities if possible).

1. Village of Carol Stream % Todd Happenstedt
(Name)

124 Gerzevske Lane Carol Stream IL
(Address) 60188

630-774-0554
(Telephone Number)

2. Village of Lisle % Public Works Operations
(Name) Attn Duane Henry

4905 Yackley Ave
(Address)

630-271-4180
(Telephone Number)

3. Community Unit School Dist 303 Attn John Baird
(Name)

201 S 7TH St. St Charles IL 60174
(Address)

630-443-5639
(Telephone Number)

Green T Services
(Company Name)

By: [Signature]
(President)

Attest: [Signature]
(Secretary)

Seal of Corporation

JK

**PROCLAMATION
ARBOR DAY WEEK
APRIL 20 - APRIL 26, 2014**

WHEREAS, the Village of Burr Ridge is committed to preserving the beauty of the trees which are its hallmarks and, to this end, the Village each year invests its time and financial resources in a carefully planned program of tree care and tree planting; and

WHEREAS, the Village of Burr Ridge, because of its efforts, has been recognized for twenty consecutive years as a TREE CITY USA by The National Arbor Day Foundation; and

WHEREAS, it is the intention of the Village to continue to promote citizen awareness of the tree preservation and reforestation efforts which enhance the beauty of the Village and the quality of our environment;

*NOW, THEREFORE, the Village of Burr Ridge, Cook and DuPage Counties, Illinois, does hereby proclaim Sunday, April 20, through Saturday, April 26, 2014, as its official week of observance of Arbor Day. On Friday, April 25th, a tree planting ceremony will be held at **Elm School**. The Village of Burr Ridge urges all its citizens to support Village efforts to protect the trees we enjoy and to plant trees which will be valued by generations to come.*

IN WITNESS WHEREOF, I have set my hand this 24th day of March, 2014.

Mayor

ATTEST:

Village Clerk

VILLAGE OF
BURR RIDGE
A VERY SPECIAL PLACE

Mickey Straub
Mayor

Karen J. Thomas
Village Clerk

Steven S. Stricker
Administrator

March 11, 2014

Mr. Steven Stricker, Village Manager
C/o Human Resource Department
Village of Burr Ridge
7660 County Line Road
Burr Ridge, Illinois 60527

Subject: Notice of Retirement, April 11, 2014 – Employee ID #50-409

Dear Mr. Stricker,

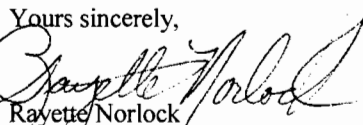
Please accept this letter as notification that I wish to retire from my position as Administrative Assistant to the Chief of Police within the Burr Ridge Police Department, Village of Burr Ridge.

It is with a heavy heart that I leave the position which I have performed for the last 36 plus years, but I have decided the time has come for me to start my retirement and spend more time with my husband, children, and my four beautiful grandchildren.

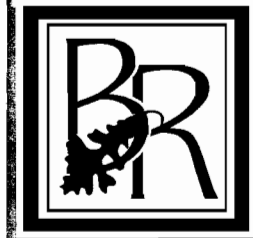
I believe I am required to give you two weeks' notice of my intentions. However, I've decided to extend my final departure date to April 11, 2014 for the transition of my duties during this time period. I have accumulated 5 weeks of vacation leave, and two longevity incentives for my 30th and 35th years of service with the Village of Burr Ridge in which I would like to request payment.

I thank you for the opportunities that the village has offered me during my 36 plus years with the Village of Burr Ridge. I would also like to add that, although I will be enjoying my retirement, I will greatly miss working for the Burr Ridge Police Department, it has been a remarkable experience and I have enjoyed the time spent working with the staff, citizens and businesses which make the village what it is today.

Please forward to me all the necessary documentation and information pertinent to the retirement process, and information on all benefit plans for retirees. Should you require any additional information from me, do not hesitate to contact me.

Yours sincerely,

Rayette Norlock
Administrative Assistant

RECEIVED
MAR 12 2014
VILLAGE OF BURR RIDGE



POLICE DEPARTMENT
John W. Madden
Chief of Police
7700 County Line Rd.
Burr Ridge, IL 60527
(630) 323-8181
Fax: (630) 654-4441
www.burr-ridge.gov





Burr Ridge Police

JM

Memo

To: Steven Stricker, Village Administrator

From: John W. Madden Jr., Chief of Police

Date: March 21, 2014

Re: Administrative Secretary

Please accept this memorandum as my official request to keep the position of police administrative secretary at full-time status. The police department is the largest department in the Village operating 24/7 with 27 sworn officers, 3 full-time civilians, and 2 part-time civilian employees. Although our police department is considered a small agency as compared to police departments in the United States, I can assure you there is a great deal of work that occurs at the administrative level. There are many functions in the police department, and when you separate the patrol and records function, the administrative duties fall on three employees; the Chief, the Deputy Chief, and the Administrative Secretary. The loss of a full-time Administrative Secretary will have a negative impact on police operations.

Administrative duties in the police department have steadily increased over the years. In 2008 the position of Administrative Sergeant was created to address the increased demands on the administrative function of the police department. The major responsibilities of CALEA Accreditation, Emergency Management, and direct oversight and supervision of support staff are just a few of the many duties that are essential to continuing the level of professional service to the community. Unfortunately in 2009, the state of the economy and budget deficit forced a reduction in police personnel which required the elimination of the Administrative Sergeant position with the retirement of my predecessor. The essential functions of accreditation, emergency management, and many other duties were absorbed by me and the Deputy Chief.

Since the elimination of the administrative sergeant, I have assigned some administrative duties to other supervisory patrol personnel. Unfortunately I am limited in what I can delegate because I do not want to reduce their operational abilities from focusing on patrol, investigations, and supervising a young group of patrol officers.

With the retirement of Administrative Secretary Rayette Norlock, It is my intent to assign the new Administrative Secretary with additional responsibilities to reduce the burden on me and Deputy Chief Loftus. The new duties will be over and above what is outlined in the principal duties and responsibilities of the Police Administrative Secretary and eventually be added to the job description. A new full-time employee with greater skills would be a tremendous benefit to the Department.

I included a copy of the Administrative Secretary job description for your review. I welcome the opportunity to discuss this request with you and / or the Village Board in greater detail if you have any questions.



The Village of Burr Ridge
Job Description

JOB TITLE:	Administrative Secretary	JOB CODE:	105
DEPARTMENT:	Police	LAST UPDATED:	9/28/05
FLSA STATUS:	Exempt		

GENERAL SUMMARY:

Reporting directly to the Chief of Police as Administrative Secretary. Maintains a close and highly responsible relationship to the day-to-day work activities of the Chief and Deputy Chief. Works independently with minimum supervision. Performs a variety of secretarial and clerical duties that require the operation of a personal computer and typewriter, receiving telephone messages and conducting personal business interviews. Answers routine inquiries, maintains files and makes appointments as instructed by the Chief and Deputy Chief. Performs other duties required to provide administrative and secretarial support for the Chief and Deputy Chief.

SUPERVISION RECEIVED:

Reports to Chief of Police.

SUPERVISION EXERCISED:

None.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. Supports the office of the Chief of Police by typing forms and department correspondence, including the drafting, typing, transcribing and completion of various documents and special projects.
2. Prepares confidential information for the Chief and the Deputy Chief dealing with personnel matters, including disciplinary matters, and deals with other sensitive issues at the direction of the Chief.
3. Prepares bid documents for purchasing department equipment and supplies, and acts as a liaison to various vendors of police-related equipment.

4. Receives and prioritizes incoming correspondence pertaining to the Chief, Deputy Chief or other personnel and prepares outgoing correspondence for mailing. Distributes department mail.
5. Manages and maintains department personnel files, including internal affairs files, and schedules opportunities for employee review. Processes and monitors file reviews.
6. Assists the Chief and Deputy Chief with scheduling of appointments and planning of special events.
7. Processes new employees, including the scheduling of recruit training academies; coordinates and prepares all related training reports for the State of Illinois Training Board. Prepares recruit training manuals and necessary legal employment documents.
8. Performs bookkeeping and purchasing functions, including maintaining the inventory of office supplies and materials.
9. Monitors department personnel records pertaining to duty rosters, vacations, days off, sick leave, holidays, compensatory time and overtime that are required for payroll preparation. Payroll responsibilities include completion and submission of payroll forms, cross-training of clerical personnel to assist with payroll preparation and coordination with Finance Department personnel on payroll and other personnel matters.
10. Assist the Chief with budget planning and completion of the budget document.
11. Prepare agendas and meeting packets for various department meetings. Prepares minutes of assigned department meetings at the direction of the Chief or Deputy Chief.
12. Conducts liaison with the Village Prosecutor that includes the weekly preparation of court schedules. Processes all notices of trial and subpoenas.
13. Maintains jail standards and prepares quarterly reports to the Illinois Department of Corrections. Reports to the State of Illinois Training Board area also prepared and submitted.
14. Maintains Bureau of Identification Files and forwards B. of I. documents to the Illinois Bureau of Identification.

15. Processes Freedom of Information Act requests and regular requests from the State's Attorneys' Offices.
16. Performs police matron duties on female prisoners when required.
17. Performs reception duties to assist clerical personnel when required.
18. Performs other Administrative duties at the direction of the Chief of Police.
19. Completes annual technology training exercises.

MINIMUM QUALIFICATIONS

1. High School graduation or GED (General Education Diploma) equivalent.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

1. Ability to interact with a variety external customers and various Village employees, process moderately complex records and forms, prepare reports from such records at a level normally acquired through completion of high school, and perform basic arithmetic calculations when processing billings at a level normally acquired through completion of high school.
2. Good knowledge of current secretarial and office systems, practices, procedures and equipment. Ability to type at acceptable levels of speed and accuracy in order to prepare general correspondence at a level normally acquired through completion of up to six months of course work in touch-typing, which can be obtained in high school.
3. Interpersonal and communication skills necessary in order to exchange factual information with important external customers and various Village employees, requiring ordinary courtesy and tact, and to occasionally assign work to others.
4. Analytical skills necessary in order to make routine decisions in accordance with laws, ordinances, regulations and established policies and procedures. Extensive knowledge of office practices and procedures.

5. Good knowledge of business English, spelling and punctuation, as well as analytical skills necessary in order to assist in consolidating records and materials and perform simple tabulations when processing billings.
6. Skill in the use of personal computer in a network environment. Experience in the Microsoft Windows operating system and Microsoft Office Professional for desktop applications of Word, Excel, Access, Outlook and PowerPoint.
7. Ability to understand and follow detailed oral and written instructions.
8. Ability to organize complex records to determine better procedures for records maintenance and to suggest or initiate means of improving functions of the department.

SPECIAL REQUIREMENTS:

None.

TOOLS AND EQUIPMENT USED:

Personal computer, including word processing software; typewriter; calculator; phone; photocopier; fax machine; Dictaphone; document imaging system including software and scanner.

PHYSICAL REQUIREMENTS:

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear, stand, walk, use hands to finger, handle or feel objects, tools or controls, reach with hands and arms. Hand-eye coordination is necessary to operate computers and various pieces of equipment.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Weekly work schedule is normally 40 hours and work is mostly performed in a normal office environment with some exposure to outdoor temperatures. The noise level in the work environment is usually quiet in the office. While performing the duties of this job, the employee may be exposed to disagreeable sights and odors; exposure for up to 1% of work time to hazardous situations which involve physically violent persons; interaction with mentally or emotionally disturbed persons. Work time may require irregular hours and shift times.

LOSS PREVENTION:

As a condition of employment, each employee is required to develop and exercise safe work habits in the course of his/her work to prevent injuries to themselves, their fellow workers and to conserve material resources. Employees should refer to the Personnel Manual Loss Prevention Program section for further information about specific duties.

SELECTION GUIDELINES:

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

APPROVALS:

_____ Name	_____ Title	_____ Date
_____ Name	_____ Title	_____ Date
_____ Name	_____ Title	_____ Date

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive of duties, responsibilities or requirements.

VILLAGE OF BURR RIDGE

8N

ACCOUNTS PAYABLE APPROVAL REPORT

BOARD DATE: 03/24/14
 PAYMENT DATE: 03/25/14
 FISCAL 13-14

FUND	FUND NAME	PRE-PAID	PAYABLE	TOTAL AMOUNT
10	General Fund	708.00	63,360.44	64,068.44
21	E-911 Fund		34.00	34.00
23	Hotel/Motel Tax Fund		113.98	113.98
31	Capital Improvements Fund		2,756.75	2,756.75
32	Sidewalks/Pathway Fund		10,120.38	10,120.38
51	Water Fund		218,940.04	218,940.04
52	Sewer Fund		3,334.74	3,334.74
61	Information Technology Fund		2,976.97	2,976.97
TOTAL ALL FUNDS		\$ 708.00	\$ 301,637.30	\$ 302,345.30

PAYROLL

PAY PERIOD ENDING MARCH 15, 2014

	TOTAL PAYROLL
Legislation	3,504.51
Administration	13,711.51
Community Development	9,077.57
Finance	7,974.48
Police	99,213.75
Public Works	24,678.76
Water	23,716.50
Sewer	7,049.89
IT Fund	
TOTAL	\$ 188,926.97
GRAND TOTAL	\$ 491,272.27

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF BURR RIDGE
EXP CHECK RUN DATES 03/09/2014 - 03/20/2014
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 10 General Fund					
Dept 1010 Boards & Commissions					
10-1010-50-5010	Reimb. legal service-Jan'14	Klein, Thorpe & Jenkins,	02/24/14	Jan2014	675.00
10-1010-50-5010	General legal service-Jan'14	Klein, Thorpe & Jenkins,	02/24/14	Jan2014	1,923.00
10-1010-50-5010	Stanley complaint (tree buffer)	Klein, Thorpe & Jenkins,	02/24/14	Jan2014	114.00
10-1010-50-5010	BFPC legal-Jan'14	Klein, Thorpe & Jenkins,	02/24/14	Jan2014	114.00
10-1010-50-5010	SA No. 28 legal-Jan'14	Klein, Thorpe & Jenkins,	02/24/14	Jan2014	300.80
10-1010-50-5025	Business reply mail per#259001/	Postmaster	03/10/14	259-001/Mar14	350.00
10-1010-50-5025	Replenish bus. reply mail acc/a	Postmaster	03/13/14	259-001Mar14add1	350.00
10-1010-50-5030	Telephone-Mar'14	Call One	03/15/14	101090740000Mar14	40.78
10-1010-50-5040	Annual Report printing/4800-Feb	Grasso Graphics	02/27/14	25938	959.39
10-1010-50-5040	Mailing Services - seal, label	Grasso Graphics	02/27/14	25938	610.15
10-1010-50-5040	Annual Report insert for mailin	Grasso Graphics	02/27/14	25938-A	540.27
10-1010-80-8020	Recd water lien/15w675 79th St-	DuPage County Recorder	02/24/14	201402240238	8.00
10-1010-80-8025	Pre-empl psych assessment/Boora	Personnel Strategies, LLC	03/18/14	Mar2014	500.00
10-1010-80-8025	UNV-05563 Clipboard 3/pk	Runco Office Supply	03/12/14	5527-571263-0	3.99
10-1010-80-8025	UNV-55520 HB#2 Pencils 12/box	Runco Office Supply	03/12/14	5527-571263-0	0.79
10-1010-80-8025	PIL-32220 Pen, med pt, black 12	Runco Office Supply	03/12/14	5527-571263-0	7.75
10-1010-80-8025	Pol. applicant polygraph/3-Mar'	Theodore Polygraph Servic	03/13/14	4143	405.00
10-1010-80-8025	Police appl credit checks/6-Mar	Metro-Western Cook	03/19/14	408778/66503	216.00
10-1010-80-8030	Video tape board mtg-02/10/14	Fernando Garron	03/10/14	Feb2014	900.00
10-1010-80-8030	Video tape board mtg-02/24/14	Fernando Garron	03/10/14	Feb2014	575.00
Total For Dept 1010 Boards & Commissions					8,593.92
Dept 2010 Administration					
10-2010-40-4030	Dental insurance-Apr'14	Delta Dental of Illinois-	03/19/14	10373/609692	384.09
10-2010-50-5030	Telephone-Mar'14	Call One	03/15/14	101090740000Mar14	265.04
Total For Dept 2010 Administration					649.13
Dept 3010 Community Development					
10-3010-40-4030	Dental insurance-Apr'14	Delta Dental of Illinois-	03/19/14	10373/609692	210.46
10-3010-50-5030	Telephone-Mar'14	Call One	03/15/14	101090740000Mar14	407.76
10-3010-50-5040	24 x 36 Zoning Map	Automated Forms and Graph	03/03/14	22596	397.50
10-3010-50-5040	shipping	Automated Forms and Graph	03/03/14	22596	18.09
10-3010-50-5075	B&F plan rvw/7055 High Grv Av-F	B & F Construction Code S	02/27/14	38836	1,778.87
10-3010-50-5075	B&F plan rvw/745 McClintock-Mar	B & F Construction Code S	03/03/14	38853	895.50
10-3010-50-5075	B&F plan rvw/7101 Garfield-Mar'	B & F Construction Code S	03/07/14	38869	225.00
10-3010-50-5075	DMorris plan reviews-Feb'14	Don Morris Architects P.C	02/28/14	Feb2014	2,545.00
10-3010-50-5075	DMorris inspections-Feb'14	Don Morris Architects P.C	02/28/14	Feb2014	1,950.00
Total For Dept 3010 Community Development					8,428.18
Dept 4010 Finance					
10-4010-40-4030	Dental insurance-Apr'14	Delta Dental of Illinois-	03/19/14	10373/609692	118.85
10-4010-40-4040	2014 GFOA membership/Sapp	Government Finance Office	03/11/14	0121002	190.00
10-4010-40-4040	2014 ILGFOA membership dues-Sap	IGFOA	03/14/14	Mar2014	200.00
10-4010-40-4040	2014 ILGFOA membership dues-Zur	IGFOA	03/14/14	Mar2014	100.00
10-4010-50-5030	Telephone-Mar'14	Call One	03/15/14	101090740000Mar14	203.88
Total For Dept 4010 Finance					812.73
Dept 4020 Central Services					
10-4020-50-5081	FSA monthly fee-Feb'14	Discovery Benefits	02/28/14	12993/0000441653IN	83.00
10-4020-50-5081	IRMA deductible-Feb'14	I.R.M.A.	02/28/14	SALES0013095	5,752.59
10-4020-50-5085	Pstg mailing system rental-Dec1	Pitney Bowes	03/13/14	2852846-MR14	447.00
10-4020-60-6000	FEL-72614 Wire step file, black	Runco Office Supply	03/12/14	5527-571263-0	7.75
10-4020-60-6000	MMM-145-6 Packaging Tape 6/pk	Runco Office Supply	03/12/14	5527-571263-0	11.95
10-4020-60-6000	FEL-62112 Wire stacking trays	Runco Office Supply	03/12/14	5527-571263-0	9.98

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF BURR RIDGE
EXP CHECK RUN DATES 03/09/2014 - 03/20/2014
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 10 General Fund					
Dept 4020 Central Services					
10-4020-60-6000	SMD-74224 File Pockets, legal	Runco Office Supply	03/12/14	5527-571263-0	57.90
10-4020-60-6010	3cs coffee, hot choc. & supls/P	ARAMARK Refreshment Servi	03/11/14	444503-384549	144.13
10-4020-60-6010	36X150 2" PSO roll/PW-Mar14	ARC Imaging Resources	03/07/14	VI1200-IL30007978	112.08
10-4020-60-6010	Shipping charges/PW-Mar14	ARC Imaging Resources	03/07/14	VI1200-IL30007978	14.50
Total For Dept 4020 Central Services					6,640.88
Dept 5010 Police					
10-5010-40-4030	Dental insurance-Apr'14	Delta Dental of Illinois-	03/19/14	10373/609692	1,950.14
10-5010-40-4032	Body Armor Vest Cover-Glosky/Oc	J. G. Uniforms, Inc	10/24/13	31941	145.00
10-5010-40-4032	Vest Carrier/Misc-Husarik/Oct13	J. G. Uniforms, Inc	10/24/13	31941-A	145.00
10-5010-40-4032	Exterior Vest Carrier/Misc-Firn	J. G. Uniforms, Inc	10/24/13	31941-B	145.00
10-5010-40-4032	Vest Cover Purchase - Barnes/Oc	J. G. Uniforms, Inc	10/24/13	31941-C	165.00
10-5010-40-4032	Vest Cover - Weeks/Oct13	J. G. Uniforms, Inc	10/24/13	31941-D	165.00
10-5010-40-4032	Body Armor Vest Cover-Gutierrez	J. G. Uniforms, Inc	10/24/13	31941-E	175.00
10-5010-40-4032	Shp chg-Oct'13	J. G. Uniforms, Inc	10/24/13	31941-F	14.27
10-5010-40-4032	Uniform Allowance/Vulpo-Oct'13	J. G. Uniforms, Inc	10/24/13	31941G	145.00
10-5010-40-4032	Uniform Allowance/Garcia-Oct'13	J. G. Uniforms, Inc	10/24/13	31941H	155.00
10-5010-40-4032	Uniform Allowance/Smith-Oct'13	J. G. Uniforms, Inc	10/24/13	31941I	165.00
10-5010-40-4032	Uniform Allowance/Madden-Oct'13	J. G. Uniforms, Inc	10/24/13	31941J	175.00
10-5010-40-4032	Uniforms/Madden-Mar'14	Ray O'Herron Co., Inc.	03/12/14	60521PD-1412910IN	80.99
10-5010-40-4032	Uniforms/Tucker-Mar'14	Ray O'Herron Co., Inc.	03/12/14	60521PD-1412912IN	119.98
10-5010-40-4040	2014 DCCOP membership/Loftus	DuPage County Chiefs of F	03/13/14	Mar2014	50.00
10-5010-40-4042	LERMI trg/Henderson-Apr'14	Law Enforcement Records M	03/07/14	Mar2014	35.00
10-5010-50-5020	2014 county notary file fee-Gar	DuPage County Clerk Gary	02/24/14	Feb14-Garcia	10.00
10-5010-50-5020	LexisNexis searches/reports-Feb	LexisNexis Risk Data Mngr	02/28/14	1267894-20140228	237.40
10-5010-50-5030	Telephone-Mar'14	Call One	03/15/14	101090740000Mar14	1,121.34
10-5010-50-5030	Telephone/outside emerg. phone-	Call One	03/15/14	101090740000Mar14	28.85
10-5010-50-5040	Business cards/6 sets-Mar'14	Minuteman Press	03/11/14	10196	390.00
10-5010-50-5050	Radio equipment maint-Apr'14	J&L Electronic Service, I	04/01/14	87651G	37.90
10-5010-50-5050	Repair file cabinet lock/PD-Mar	Pro-Tek	03/13/14	81792	100.00
10-5010-50-5051	GOF/inspect brakes-#1301/Mar'14	Willowbrook Ford	03/10/14	6154351/2	42.95
10-5010-60-6010	Check order (Cook Cnty bond acc	Burr Ridge Police Departm	03/06/14	Mar2014	30.55
10-5010-60-6010	Annual fire extinguisher insp/P	Orr Protection Systems, I	03/07/14	0280841IN	237.25
10-5010-60-6010	BD602 soft pistol case/10-Mar'1	Ray O'Herron Co., Inc.	03/12/14	60521PD-1412909IN	119.50
10-5010-70-7000	Embroidery/Cervenka-Oct'13	J. G. Uniforms, Inc	10/24/13	31941K	15.00
Total For Dept 5010 Police					6,201.12
Dept 6010 Public Works					
10-6010-40-4030	Dental insurance-Apr'14	Delta Dental of Illinois-	03/19/14	10373/609692	551.16
10-6010-40-4032	Safety Glasses	Alexander Equipment Co.	03/04/14	99514	29.90
10-6010-40-4032	Safety Goggles	Alexander Equipment Co.	03/04/14	99514	15.95
10-6010-40-4032	Rain Poncho (summer staff)	Alexander Equipment Co.	03/04/14	99514	4.00
10-6010-40-4032	Uniform rental-03/04/14	Breens Cleaners	03/04/14	9027/333540	75.82
10-6010-40-4032	Uniform rental-03/11/14	Breens Cleaners	03/11/14	9027-333726	75.82
10-6010-40-4032	Uniform rental-03/18/14	Breens Cleaners	03/18/14	9027-333923	75.82
10-6010-40-4042	Mileage reimb-to/from PW-VH/feb	Shirley Benedict	03/05/14	Feb2014	23.73
10-6010-50-5030	Telephone/PW fax-Mar'14	Call One	03/15/14	101090740000Mar14	29.15
10-6010-50-5030	Telephone/PW phone line-Mar'14	Call One	03/15/14	101090740000Mar14	122.12
10-6010-50-5030	Telephone/RA-Mar'14	Call One	03/15/14	101090740000Mar14	28.86
10-6010-50-5030	Telephone-Mar'14	Call One	03/15/14	101090740000Mar14	339.80
10-6010-50-5050	Repair Stihl clearing saw-Mar'1	Alexander Equipment Co.	03/04/14	99512	800.75
10-6010-50-5050	Snow removal equipment repair	Force America Distributin	02/13/14	103776-04148924	210.64
10-6010-50-5050	Shipping costs	Force America Distributin	02/13/14	103776-04148924	14.92

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF BURR RIDGE
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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 10 General Fund					
Dept 6010 Public Works					
10-6010-50-5050	6mm bushing & shp chg-Feb'14	Force America Distributin	02/27/14	103776-04149342	27.52
10-6010-50-5051	Vehicle washing/2-Feb'14	Fuller's Car Wash	02/28/14	2110	18.00
10-6010-50-5051	Troubleshoot/repair unit #29-Fe	Rush Truck Center - Chica	02/20/14	93660/1041137	1,153.13
10-6010-50-5054	Rpr street light/Arrowhead rd-r	Rag's Electric	03/05/14	9228	4,263.00
10-6010-50-5054	Street light maint-Feb'14	Rag's Electric	02/20/14	9287	2,446.49
10-6010-50-5054	Repair street light/BR Parkway-	Rag's Electric	03/06/14	9299	1,420.56
10-6010-50-5055	Bridewell traffic signal maint-	Meade Electric Company, I	02/28/14	14863-663912	175.00
10-6010-50-5055	P'Dale flashing traf light main	Pleasantdale School Dist.	02/28/14	22540329/Feb14	24.00
10-6010-50-5055	Electric/Mad. RR signal-Mar'14	COMED	03/11/14	3699071070/Mar14	43.66
10-6010-50-5056	Area 3 tree trimming/Feb'14	Winkler's Tree Service, I	02/28/14	8086/72253	5,576.40
10-6010-50-5056	Area 3 tree trimming-Mar'14	Winkler's Tree Service, I	03/07/14	8086/72279	5,983.20
10-6010-50-5065	Electric/street lights-Mar'14	Constellation NewEnergy,	03/02/14	IL68999/0013804678	1,142.86
10-6010-50-5085	Shop Towel rental-03/04/14	Breens Cleaners	03/04/14	9027/333540	3.60
10-6010-50-5096	Reimb mailbox (plow damage)Marl	John L. Schaus	03/18/14	Mar2014	61.42
10-6010-60-6010	Flagging Tape (Orange)	Alexander Equipment Co.	03/07/14	99575	3.90
10-6010-60-6040	Ethanol Test Tube	Alexander Equipment Co.	03/04/14	99514	3.95
10-6010-60-6041	annual maint check - fire ext p	Ill. Fire & Safety Compan	02/28/14	BUR451C-188589	44.85
10-6010-60-6042	sand to mix with salt for roads	IM Crushing, LLC	02/28/14	VILLBUR-3296	878.71
10-6010-60-6043	Pink flagging tape-5/Mar'14	Grainger	03/03/14	9378566914	13.20
10-6010-60-6043	Pink flagging tape/3-Mar'14	Grainger	03/07/14	9383733376	7.92
10-6010-60-6050	Lufkin Diameter Tape	Alexander Equipment Co.	03/07/14	99575	95.95
Total For Dept 6010 Public Works					25,785.76
Dept 6020 Buildings & Grounds					
10-6020-50-5052	PW alarm monitor-Apr/Jun'14	Alarm Detection Systems,	03/09/14	107215-1052	284.34
10-6020-50-5052	RA alarm monitor-Apr/Jun'14	Alarm Detection Systems,	03/09/14	600807-1034	140.82
10-6020-50-5052	Qtrly Maint HVAC billing - VH	Alliance Mechanical Servi	02/24/14	11670/1107771	1,758.00
10-6020-50-5052	Troubleshoot HVAC sys/PD-Mar'14	Trane U.S. Inc.	03/03/14	3844683/33167853	785.00
10-6020-50-5052	Garbage hauling/VH-01/29/14	Waste Management	03/01/14	2284145-2009-5	125.00
10-6020-50-5052	Garbage hauling/VH-03/01/14	Waste Management	03/01/14	2284145-2009-5	98.91
10-6020-50-5052	Garbage hauling/PD-03/01/14	Waste Management	03/01/14	2284183-2009-6	132.38
10-6020-50-5058	VH mat rental-03/04/14	Breens Cleaners	03/04/14	9028-333534	18.00
10-6020-50-5058	PW mat rental-03/04/14	Breens Cleaners	03/04/14	9028-333534	21.00
10-6020-50-5058	PD mat rental-03/04/14	Breens Cleaners	03/04/14	9028-333534	27.00
10-6020-50-5058	PD mat rental-03/11/14	Breens Cleaners	03/11/14	9028-333720	27.00
10-6020-50-5058	PW mat rental-03/11/14	Breens Cleaners	03/11/14	9028-333720	21.00
10-6020-50-5058	VH mat rental-03/11/14	Breens Cleaners	03/11/14	9028-333720	18.00
10-6020-50-5058	Janitorial service/PW-Mar'14	CleanNet of Illinois, Inc	03/01/14	Mar2014	380.00
10-6020-50-5058	Janitorial service/VH-Mar'14	CleanNet of Illinois, Inc	03/01/14	Mar2014	675.00
10-6020-50-5058	Janitorial service/PD-Mar'14	CleanNet of Illinois, Inc	03/01/14	Mar2014	820.00
10-6020-50-5058	Cell cleaning-Mar'14	Service Master	03/01/14	167031	265.00
10-6020-50-5058	PD mat rental-03/18/14	Breens Cleaners	03/18/14	9028-333917	27.00
10-6020-50-5058	VH mat rental-03/18/14	Breens Cleaners	03/18/14	9028-333917	18.00
10-6020-50-5058	PW mat rental-03/18/14	Breens Cleaners	03/18/14	9028-333917	21.00
10-6020-50-5080	Electric/Lakewood aerator-Mar'1	COMED	03/11/14	9258507004/Mar14	17.55
10-6020-50-5080	PW sewer charge-Feb'14	Flagg Creek Water Reclama	02/27/14	008917000/Feb14	7.86
10-6020-50-5080	Electric/Windsor aerator-Mar'14	COMED	03/12/14	9342034001/Mar14	17.55
10-6020-60-6010	Triploid Grass carp/24-Mar'14	Kane-DuPage Soil & Water	03/10/14	March2014	348.00
10-6020-60-6010	1st aid cabinet supls/PD-Mar'14	American First Aid Servic	03/13/14	148394	23.40
10-6020-60-6010	1st aid cabinet supls/PW-Mar'14	American First Aid Servic	03/13/14	149326	71.35
10-6020-60-6010	Fluke meter test leads-Mar'14	Grainger	03/03/14	9378566914	30.74
10-6020-60-6010	annual maint check - fire ext. Ill.	Ill. Fire & Safety Compan	02/28/14	BUR451C-188589	55.20
10-6020-60-6010	101b recapture and misc. suppli	Ill. Fire & Safety Compan	02/28/14	BUR451C-188589	269.85

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Fund 10 General Fund					
Dept 6020 Buildings & Grounds					
10-6020-60-6010	Service call	Ill. Fire & Safety Compan	02/28/14	BUR451C-188589	25.50
10-6020-60-6010	annual maint check of fire exti	Ill. Fire & Safety Compan	02/28/14	BUR7660-188590	44.85
10-6020-60-6010	misc repairs, seals and labels	Ill. Fire & Safety Compan	02/28/14	BUR7660-188590	30.47
10-6020-60-6010	recapture 7-10 lb extinguisher	Ill. Fire & Safety Compan	02/28/14	BUR7660-188590	30.75
10-6020-60-6010	Service call charge	Ill. Fire & Safety Compan	02/28/14	BUR7660-188590	25.50
10-6020-60-6010	2.5BUCKABC, #13315 2.5 lb.ABC B	Ill. Fire & Safety Compan	02/28/14	BUR7700-188591	82.46
10-6020-60-6010	Inspection of Building 10 lb. F	Ill. Fire & Safety Compan	02/28/14	BUR7700/188591-A	20.70
10-6020-60-6010	Glass and surface cleaner 1 gal	Runco Office Supply	03/06/14	5649-570764-0	35.97
10-6020-60-6010	Microfiber cleaning cloths - 24	Runco Office Supply	03/06/14	5649-570764-0	24.31
10-6020-60-6010	nitrile gloves - med 100/box	Runco Office Supply	03/06/14	5649-570764-0	53.94
10-6020-60-6010	germidical cleach 121 oz 3/ca	Runco Office Supply	03/06/14	5649-570764-0	43.98
10-6020-60-6010	bowl cleaner - 32 oz	Runco Office Supply	03/06/14	5649-570764-0	34.34
Total For Dept 6020 Buildings & Grounds					6,956.72
Total For Fund 10 General Fund					64,068.44
Fund 21 E-911 Fund					
Dept 7010 Special Revenue E-911					
21-7010-50-5095	STARCOM21 network user fee-Mar'	Motorola Solutions - STAF	03/01/14	127961282014	34.00
Total For Dept 7010 Special Revenue E-911					34.00
Total For Fund 21 E-911 Fund					34.00
Fund 23 Hotel/Motel Tax Fund					
Dept 7030 Special Revenue Hotel/Motel					
23-7030-50-5075	Electric/median lighting-Mar14	COMED	03/11/14	1319028022/Mar14	51.69
23-7030-50-5075	Electric/gateway sign-Mar'14	COMED	03/12/14	1153168007/Mar14	28.48
23-7030-50-5075	Electric/entryway sign-Mar'14	COMED	03/13/14	2257153023/Mar14	33.81
Total For Dept 7030 Special Revenue Hotel/Motel					113.98
Total For Fund 23 Hotel/Motel Tax Fund					113.98
Fund 31 Capital Improvements Fund					
Dept 8010 Capital Improvement					
31-8010-70-7010	I55 & CLR interchange CPS-Feb'1	Hitchcock Design Group	02/28/14	16098	270.00
31-8010-70-7055	VH phase II renovation-Feb/Mar1	Interior Environments Inc	03/14/14	BRVH 0314	1,280.00
31-8010-70-7055	VH phase II renovation-Nov/Dec1	Interior Environments Inc	03/17/14	BRVH A0114	1,206.75
Total For Dept 8010 Capital Improvement					2,756.75
Total For Fund 31 Capital Improvements Fund					2,756.75
Fund 32 Sidewalks/Pathway Fund					
Dept 8020 Sidewalks/Pathway					
32-8020-70-7052	German Ch. Rd pedestrian imprv/	Burns & McDonnell	03/12/14	74445-4	10,120.38
Total For Dept 8020 Sidewalks/Pathway					10,120.38
Total For Fund 32 Sidewalks/Pathway Fund					10,120.38
Fund 51 Water Fund					
Dept 6030 Water Operations					
51-6030-40-4030	Dental insurance-Apr'14	Delta Dental of Illinois-	03/19/14	10373/609692	366.56
51-6030-40-4032	Uniform rental-03/04/14	Breens Cleaners	03/04/14	9027/333540	83.22
51-6030-40-4032	Uniform rental-03/11/14	Breens Cleaners	03/11/14	9027-333726	83.22
51-6030-40-4032	Uniform rental-03/18/14	Breens Cleaners	03/18/14	9027-333923	83.22
51-6030-50-5020	Chlorination of 16" Water Main	Midwest Chlorinating & Te	02/25/14	14010c	525.00

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Fund 51 Water Fund					
Dept 6030 Water Operations					
51-6030-50-5020	Coliform (bacterial) Water Samp	Midwest Chlorinating & Te	02/25/14	14010c	40.00
51-6030-50-5020	Gross Alpha Water Sampling	PDC Laboratories, Inc.	02/28/14	IL0434190-763143	165.00
51-6030-50-5020	Radium - 226 Water Sampling	PDC Laboratories, Inc.	02/28/14	IL0434190-763143	300.00
51-6030-50-5020	Radium - 228 Water Sampling	PDC Laboratories, Inc.	02/28/14	IL0434190-763143	300.00
51-6030-50-5020	NO2-N Nitrite Water Sampling	PDC Laboratories, Inc.	02/28/14	IL0434190-763143	18.00
51-6030-50-5020	Courier Charge	PDC Laboratories, Inc.	02/28/14	IL0434190-763143	7.50
51-6030-50-5030	Telephone-Mar'14	Call One	03/15/14	101090740000Mar14	305.82
51-6030-50-5052	PC alarm monitor-Apr/Jun'14	Alarm Detection Systems,	03/09/14	50347-1066	330.21
51-6030-50-5067	3/4 " stone	IM Crushing, LLC	02/26/14	VILLBUR-3293	317.81
51-6030-50-5067	CA7 stone	IM Crushing, LLC	02/26/14	VILLBUR-3293	340.70
51-6030-50-5067	CA-6 stone	IM Crushing, LLC	02/26/14	VILLBUR-3293	239.01
51-6030-50-5067	3" stone	IM Crushing, LLC	02/26/14	VILLBUR-3293	322.42
51-6030-50-5067	Rpr watermain/6800 Frntg Rd-Feb	Vian Construction Co., In	02/13/14	00200130014	6,471.25
51-6030-50-5067	Rpr watermain/6835 County Line	Vian Construction Co., In	02/15/14	00200150014	5,210.50
51-6030-50-5080	PC electric-Feb'14	Constellation NewEnergy,	02/21/14	IL68999-0013675467	3,369.47
51-6030-50-5080	Electric/well #1-Mar'14	COMED	03/12/14	0793668005/Mar14	514.40
51-6030-50-5080	Electric/2M tank-Mar'14	COMED	03/12/14	9256332009/Mar14	136.33
51-6030-50-5080	Nicor heating chg/PC-Mar'14	NICOR Gas	03/13/14	47915700000/Mar14	403.60
51-6030-60-6000	Black medium pens, dz	Runco Office Supply	03/06/14	5649-570761-0	35.97
51-6030-60-6000	Blue medium pens, dz	Runco Office Supply	03/06/14	5649-570761-0	23.98
51-6030-60-6000	Standard diary	Runco Office Supply	03/06/14	5649-570761-0	31.39
51-6030-60-6000	calculator rolls, 12 pk	Runco Office Supply	03/06/14	5649-570761-0	5.99
51-6030-60-6000	file folders - letter 100/box	Runco Office Supply	03/06/14	5649-570761-0	6.99
51-6030-60-6000	file folders - legal 100/box	Runco Office Supply	03/06/14	5649-570761-0	9.89
51-6030-60-6000	Astro brights orange card stock	Runco Office Supply	03/06/14	5649-570761-0	15.39
51-6030-60-6000	1" ring binder	Runco Office Supply	03/06/14	5649-570761-0	9.81
51-6030-60-6000	pocket dividers	Runco Office Supply	03/06/14	5649-570761-0	4.81
51-6030-60-6000	important message pink pads do	Runco Office Supply	03/06/14	5649-570761-0	3.59
51-6030-60-6000	paper clips small 10/pk	Runco Office Supply	03/06/14	5649-570761-0	10.39
51-6030-60-6041	annual maint check - fire ext w Ill.	Fire & Safety Compan	02/28/14	BUR451C-188589	13.80
51-6030-60-6070	Bedford water/43,990,000gal-Feb	Village of Bedford Park	03/05/14	0020060000/Feb14	198,834.80
Total For Dept 6030 Water Operations					218,940.04
Total For Fund 51 Water Fund					218,940.04
Fund 52 Sewer Fund					
Dept 6040 Sewer Operations					
52-6040-40-4030	Dental insurance-Apr'14	Delta Dental of Illinois-	03/19/14	10373/609692	191.39
52-6040-40-4032	Uniform rental-03/04/14	Breens Cleaners	03/04/14	9027/333540	25.89
52-6040-40-4032	Uniform rental-03/11/14	Breens Cleaners	03/11/14	9027-333726	25.89
52-6040-40-4032	Uniform rental-03/18/14	Breens Cleaners	03/18/14	9027-333923	25.89
52-6040-50-5030	Telephone-Mar'14	Call One	03/15/14	101090740000Mar14	33.98
52-6040-50-5068	Repair Chasemoor L.S-Feb'14	Metropolitan Industries,	02/28/14	3355-282372	2,595.50
52-6040-50-5080	Electric/H'Flds L.S-Mar'14	COMED	03/12/14	0099002061/Mar14	45.65
52-6040-50-5080	Electric/C'Moor L.S-Mar'14	COMED	03/13/14	0356595009/Mar14	176.41
52-6040-50-5080	Electric/A'Head L.S-Mar'14	COMED	03/12/14	7076690006/Mar14	214.14
Total For Dept 6040 Sewer Operations					3,334.74
Total For Fund 52 Sewer Fund					3,334.74
Fund 61 Information Technology Fund					
Dept 4040 Information Technology					
61-4040-50-5020	IT/phone support 2/28, 3/3-15/1	Orbis Communications	03/17/14	555974	900.00
61-4040-50-5020	Squad cars ETicket-Mar'14	Orbis Communications	03/17/14	555974	1,440.00

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Fund 61 Information Technology Fund					
Dept 4040 Information Technology					
61-4040-50-5050	Memory upgrades-Mar'14	National Tek Services, In	03/18/14	2988	198.00
61-4040-60-6010	CE250A Blk toner/2-Mar'14	Runco Office Supply	03/05/14	5527-570737-0	223.98
61-4040-60-6010	CE252A Yellow toner crtrdg/1-Ma	Runco Office Supply	03/05/14	5527-570737-0	214.99
Total For Dept 4040 Information Technology					2,976.97
Total For Fund 61 Information Technology Fund					2,976.97

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund Totals:					
				Fund 10 General Fund	64,068.44
				Fund 21 E-911 Fund	34.00
				Fund 23 Hotel/Motel Tax Fund	113.98
				Fund 31 Capital Improvements Fund	2,756.75
				Fund 32 Sidewalks/Pathway Fund	10,120.38
				Fund 51 Water Fund	218,940.04
				Fund 52 Sewer Fund	3,334.74
				Fund 61 Information Technology F	2,976.97
				Total For All Funds:	<u>302,345.30</u>



BURR RIDGE
PUBLIC WORKS

EMERALD ASH BORER Annual Management Update

March 24, 2014

Paul D. May, P.E.

Director of Public Works/Village Engineer



Presentation Contents

- Review of Selective Methodology
 - Managed Decline Scenario
 - Preserve trees > 12" dia*
- Status to Date
 - Trees Treated
 - Trees Removed
 - Resident Involvement
- **Keys for success**
 - Allow HOA/Homeowner action
 - Public Information
 - Utilization of DPW staff
 - Uncertainty, Flexibility & Responsiveness

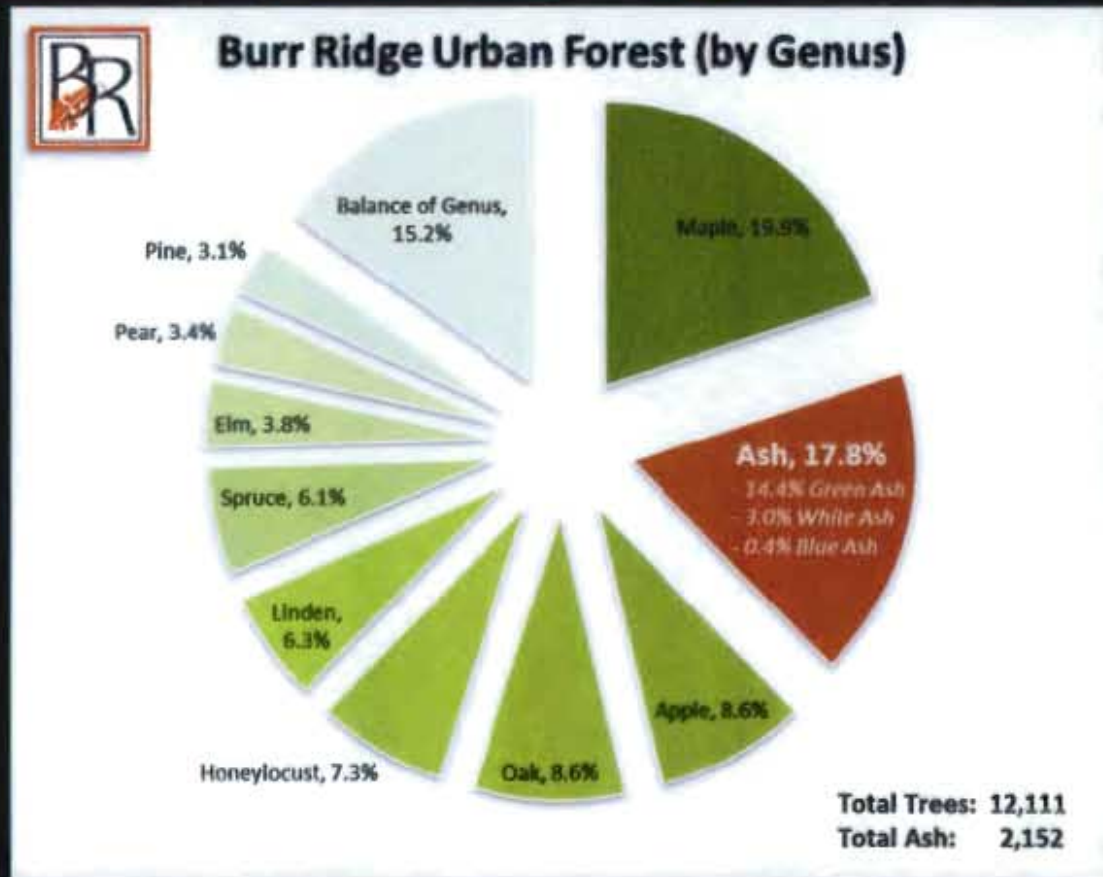


** And in good or better condition*



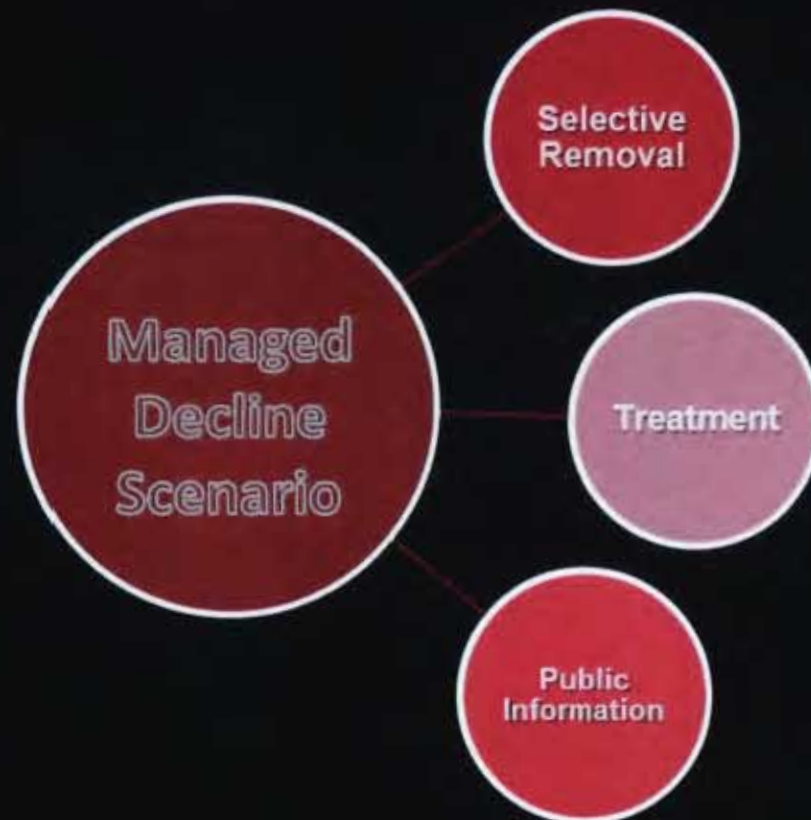
2012 Inventory Findings

- Improved diversity is needed
 - 12,111 existing trees
 - 2,152 Ash (17.8%)
 - 14.4% Green Ash
 - 3.0% White Ash
 - 0.4% Blue Ash
 - 2,413 Maple (19.9%)
 - Species greater than 5% are considered over-represented



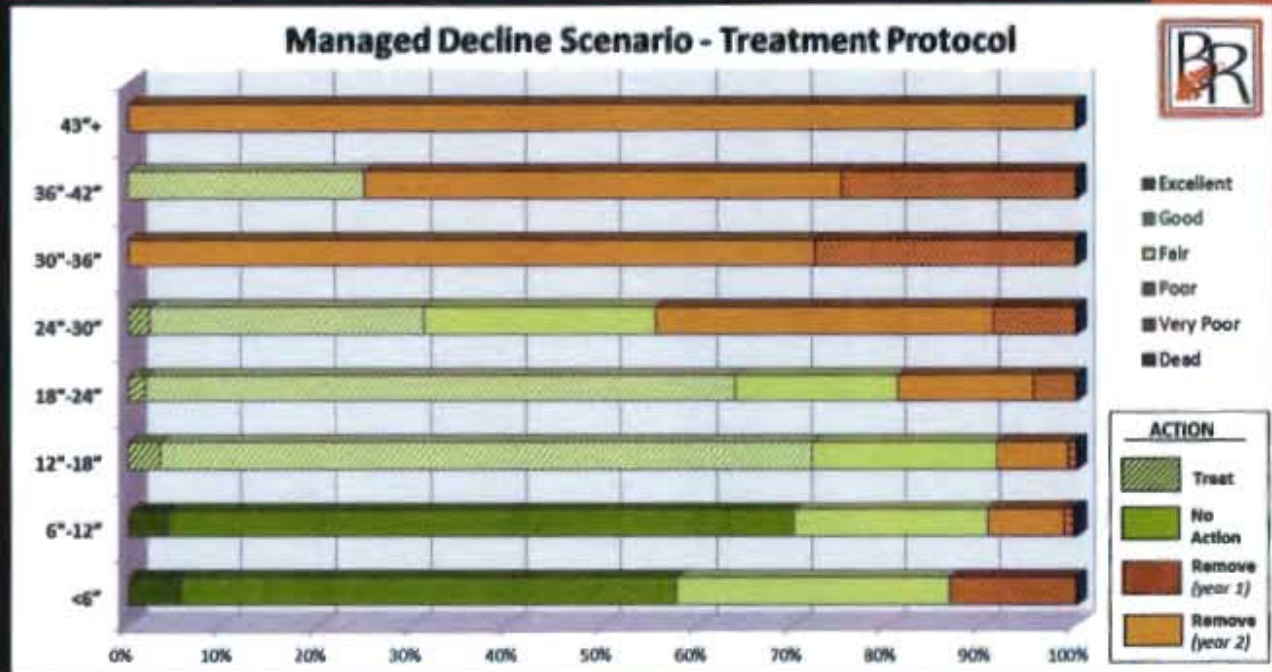
Managed Decline Scenario

- Objective:
 - Combine the most effective components of the removal and treatment scenarios
 - Constrain long-term costs
 - Reduce potential for cost volatility
 - Maximize potential for flexible, nimble management
 - Include a robust public information campaign; engage residents and HOA's
 - Progress towards a more diverse urban forest



Managed Decline Scenario

- **Treatment:**
 - Treat ash trees greater than **12"** in diameter; and
 - in "Good" or better condition
- **Removal:**
 - Remove trees currently in "Poor" or worse condition
 - 2-3 year removal cycle
 - Selective removal of ash with dia. less than 8" by DPW forces (*vacant lots, commercial properties, etc.*)
- **No Action:**
 - No action taken on remainder of trees (trees in "Fair" condition, trees below 12" dbh).
 - Removal & replacement when mortality occurs and conditions warrant.



Note: It is assumed that DPW would remove 30 trees annually; the remainder would be planted concurrently. Replacement rate estimated at 66%.



Managed Decline Success

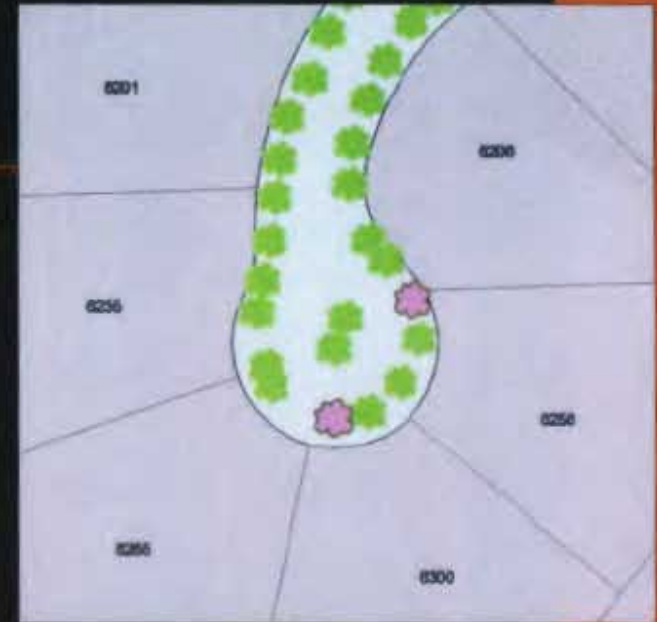
▪ **Keys to Success:**

- **Management flexibility to address changing conditions** (mortality, replanting).
- **Robust public information campaign**
 - Notice to all residents with an untreated Ash
 - Notice to all HOA contacts
 - Enhanced website
 - Map of all ashes and indication as to whether they will be treated or not
 - Expanded information regarding homeowner treatment alternatives.
- **Coordination/engagement of interested residents and HOA's**
 - Staff ability to coordinate activities directly with stakeholders
 - Ability to coordinate / stage removals in manner that contemplates aesthetics.
 - Resident / HOA ability to treat public ash that do not meet the Village protocol.
 - Coordination of replanting plan for more severely impacted subdivisions



Status to Date

- Public Access GIS mapping
 - Indication of trees to be treated
 - Indication of “No Action” trees
- Public Notifications:
 - Letter to each property owner with untreated Ash
 - Letter addressed to each HOA contact
 - Website enhancements
 - HOA meetings
- Staff to continue with long-term management plan
 - Removals by DPW forces
 - Removals by contractor } 130 – 150 trees
 - Treatment by contractor - 868 trees, 14,000”
 - Replanting by DPW, supplemented by contractor if necessary (50 trees)



QUESTIONS / DISCUSSION



NARCAN:
Saves Lives



DuPage Narcan Program

Recognition, Response and Administration of Naloxone (Narcan) **Opioid Overdose 101**

A Program Sponsored By:

- 1. Page County Coroner
- 2. Page County Sheriff's Office
- 3. Page County Police Officers' Association
- 4. Page County Health Department

Importance of Overdose Prevention

NARCAN:
Saves Lives

Background

- According to the CDC, drug overdose is now the leading cause of injury death in the United States.
- As of 2010 opioids, such as heroin, account for approximately 75-80% of those deaths.

Importance of Overdose Prevention

NARCAN:
Saves Lives

Background

- Overdose rates have increased five-fold since 1990.
- CDC attributes the increase to higher use of prescription painkillers and increasing numbers of overdoses from cocaine and prescription sedatives, in addition to heroin overdose.

Importance of Overdose Prevention

NARCAN:
Saves Lives

Local Problem: DuPage County Deaths

Since start of 2012, DuPage has tallied one heroin death every 8 days:

DuPage Co. Coroner:

- January – December 2012 deaths = 39
- January – December 2013 deaths = 48

Importance of Overdose Prevention

Local Problem: Burr Ridge Overdoses and Deaths

2009

- 0 Overdoses,

2010

- 2 Overdoses
 - 1 Death

2011

- 2 Overdoses

2012

- 1 Overdose

2013

- 2 Overdoses

2014

- 0 YTD

NARCAN:
Saves Lives

Importance of Overdose Prevention

NARCAN:
Saves Lives

Why Focus on Opioid Overdose?

- Overdose deaths can be prevented by first responders or laypeople
- Since 2012, American Medical Association (AMA) policy supports community based programs offering Naloxone and other opioid overdose prevention services
- ***Lives can be saved!***

Opioid Basics

NARCAN:
Saves Lives

How Opioids/ Naloxone Works

- *Temporarily* blocks the effects of opioids, giving the person the chance to breathe
- Naloxone works in 1 to 3 minutes and lasts 30 to 90 minutes
- Naloxone can **neither** be abused nor cause overdose, only contraindication is known sensitivity, which is rare.

Importance of Overdose Prevention

About the Solution...

What Can Be Done?

NARCAN:
Saves Lives

Approved January 2010, Illinois Public Act 096-0361 enables strategies to reduce deaths attributable to opioid overdose

This Public Act allows:

- Authorization to **maintain supplies** of nasal naloxone kits.
- Authorization to **possess and distribute** nasal naloxone to responders.
- Authorization of trained responders to **possess and administer** naloxone to a person experiencing a drug overdose under standing order.

Relevant
Procedures
and Legal Issues

Legal Considerations:

Illinois Public Act/Naloxone Law

In summary, the law supports:

- Illinois Public Act 096-0361 passed/effective January 1, 2010.
- Naloxone administration as a standard tool
- Use in an emergency/overdose scenario
- Training for all persons (non-health care professionals) to use
- Elimination of fear of liability or punishment in the event of use