

SPECIAL RULES MEETING/BUDGET REVIEW OF THE BOARD OF TRUSTEES
VILLAGE OF PARK FOREST COOK AND WILL COUNTIES, ILLINOIS

Village Hall

6:00 p.m.

May 9, 2019

PRESENT: Mayor Jonathan Vanderbilt; Trustees: Tiffani Graham, Theresa Settles, Candyce Herron, Joseph A. Woods.

ABSENT: Trustee Robert McCray

STAFF PRESENT: Village Manager Tom Mick, Director of Finance/Deputy Village Manager Mark Pries, Director of Recreation & Parks Rob Gunther, Assistant Director of Recreation & Parks Kevin Adams, Cultural Arts Manager Chuck Sabey, Tennis & Health Club Manager Lee Irvin, Director of Economic Development Hildy Kingma, Assistant Director of Economic Development Sandra Zoellner, Downtown Property Manager Heather Jones.

Document Reviewed: Village of Park Forest, Illinois 2019/2020 Budget

Mayor Vanderbilt called the meeting to order at 6:01 p.m., and the roll was called.

Director of Finance/Deputy Village Manager Mark Pries handed out a spreadsheet to the trustees to further explain and answer any remaining questions regarding the fire vehicle expenses; topic discussed at previous budget meeting.

Director of Recreation & Parks Rob Gunther began his summary by reviewing his department's function (sect. 6-1). He discussed the various programs offered and gave an update as to how those programs were going. The department has expanded services with the addition of Community Health Services and has acquired responsibilities with the Farmers Market. Both Mr. Gunther and Mr. Adams reviewed Recreation & Parks General Support Detail (sect. 6-15, 6-16).

Mayor Vanderbilt posed the question of whether the carnival should be budgeted under the professional services tab and allow the youth commission to only be responsible for execution. Mr. Mick stated that the carnival does not cost anything as it is a revenue sharing partnership. Therefore, where it is currently budgeted is not an issue. The question was also asked by Mayor Vanderbilt about the company that would be used this year. Mr. Adams stated that no company has been selected as of yet but he assured Mayor Vanderbilt that the youth commission is currently researching companies.

Cultural Arts Manager Chuck Sabey reviewed the Freedom Hall Detail (sect. 6-18). Mr. Sabey noted that Freedom Hall will undergo tuck-pointing repair. Mr. Gunther reviewed Community Health Detail (sect. 6-21, 6-22) and Facilities Maintenance Detail (sect. 23). In this detail Mr. Gunther highlighted that the budget includes playground safety surfacing, scoreboard replacement at Central Park, and replacements required at Eastgate Park due to water running into playground. Next they reviewed Program Services and Buildings and Grounds Detail (sect. 6-25, 6-26, 6-27, 6-28).

Mr. Adams reviewed the Aqua Center function (sect. 11-1). He explained the management agreement they have with Jeff Ellis Management. Mayor Vanderbilt asked that they get an appraisal and look into companies that may want to purchase the Aqua Center. Because appraisals are costly, they will start by having casual conversations and see if any companies have any interest in the option of purchasing the Aqua Center.

To enhance the member experience at the Aqua Center, partitions have been added to the ladies locker room, they have added new items to sell, and have added TV monitors in the lobby. To enhance security they have restructured the fencing and are currently looking into security cameras. Trustee Graham posed the idea of making the Aqua Center an indoor facility. Recreation & Parks will do the research and report back to see what the Illinois Department of Health requires as well as estimate operating costs.

Tennis & Health Club Manager Lee Irvin reviewed the Tennis Club Detail (sect. 12-1). Mr. Irvin gave an update about the whirlpool removal, no longer selling products on site but rather taking special orders and the lighting upgrades for the facility.

The Somonauk Pavilion was discussed. Mr. Gunther has not gotten a response from the companies he has reached out to. Thus far, the proposals he has received are over budget. The idea of having just a stand-alone pavilion has been posed (it would cut down costs), however, they understand that it would be more attractive to the community if it included all amenities like Central Park. Mayor Vanderbilt suggests taking monies from the Village Green Project fund to help with costs for the Somonauk Park renovation.

Director of Economic Development Hildy Kingma began her summary by reviewing the Department Function (sect. 8-1). She noted that Economic Development now includes DownTown Property Management and Sustainability. Also, the department is actively working to implement the Village's Climate Action Resilience Plan.

Trustee Settles left at 8:10 PM.

Assistant Director of Economic Development Sandra Zoellner gave an update on the new businesses in Park Forest. Contrary to popular belief, the Village is business friendly and has set up incentives that have been very attractive to business owners. Melvin Buckley still has plans to open a Steak 'n Shake in the Village. He has already sent a letter of intent and has signed a contract for the property. Ms. Zoellner is currently looking for a developer for Hidden Meadows; in talks with a potential developer.

DownTown Property Manager Heather Jones gave an update on the new businesses that have moved into DownTown Park Forest; some of which are already planning expansions (Vintrendi, Poppin Plates). The capital projects for the downtown area include new wayfinding signs, brick paver repair at the intersection of Main Street and Cunningham, additional landscaping, depressed curve for the possibility of food trucks and additional recycling and trash bins.

Ms. Kingma concluded by reviewing the Capital Projects Fund (sect. 18-1) and Sustainability Plan Implementation (sect. 18-9).

Mr. Pries did a brief review of the Tax Increment Financing Funds (TIF) (sect. 23-1).

Mr. Mick closed the meeting by reminding the Board of upcoming dates related to the budget:
May 14 - Public Works, Administration/Finance, Bond Retirement, and Retirement Funds.

Mayor Vanderbilt moved to adjourn at 9:22 p.m.; second by Trustee Woods.

Respectfully submitted, Deanna Eaton, Recorder