

**RULES MEETING OF THE BOARD OF TRUSTEES
VILLAGE OF PARK FOREST, 350 VICTORY DRIVE, PARK FOREST, ILLINOIS
COOK AND WILL COUNTIES**

Village Hall- Boardroom

7:00 p.m.

March 7, 2022

IN ATTENDANCE: Mayor Jonathan Vanderbilt, Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Joseph Woods, Trustee Candyce Herron, and Trustee Maya Hardy

ABSENT: Trustee Erin Slone

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Christopher Mannino, Fire Lieutenant William Brei, Village Attorney Leslie Kennedy, Assistant to the Village Manager/Director of Human Resources Jason Miller, Finance Director Mark Pries, Director of Community Planning Larry Kerestes, Director of Economic Development and Planning Department Sandra Zoellner, Director of Recreation, Parks, and Community Health Rob Gunther, Director of Public Works Roderick Ysaguirre, IT Administrator Craig Kaufman, Sustainability Coordination Carrie Malfeo, and Downtown Property Manager Heather Jones

OTHERS IN ATTENDANCE: Larry and Wanda Fullmer, Auto Lab Express; EDAG Chairperson Phil Perkins; Michael Abatamarco, property tax consultant; property owner in Maryland via Zoom; Zack Kearnan, Balance Solar via Zoom; one resident

RECORDER: Village Clerk Sheila McGann

Roll Call

Mayor Vanderbilt called the meeting to order at 7:01 pm. which was held remotely. Roll was called by Clerk McGann. A moment of silence was asked for Vincent Adami who was recently killed in a car accident.

Mayor Vanderbilt read a proclamation in honor of Women’s History Month. We honor women for the many contributions women have made to our country. Park Forest applauds all women that have made contributions to our nation. Healing and Promoting Hope is the theme for his month. Many contributions have been overlooked but their impact was strong. Park Forest would not be what is today without numerous contributions of women.

1. A Resolution approving Class 8 Assessment status for the real estate located at 2551 Western Ave in the Village of Park Forest, Cook and Will Counties, Illinois, P.I.N. 32-30-103-080-0000

Manager Mick said this item comes out of the Department of Economic Development and Planning with a recommendation by EDAG relating to a property on Western. This concept is unique, a pilot program (payment in lieu of taxes) in exchange for a Class 8 Assessment. Director Zoellner gave background on the property, Cook County property taxes, and the Class 8 status. She explained how the Cook County Tax Assessor doubled the value and taxes when the Covid-19 adjustment was implemented. She explained the disparity with similarly valued

properties in other communities. The property tax consultant believes he can successfully return the taxes and value to the pre-Covid values.

EDAG met several times with the consultant and they negotiated the agreement which would be fair to both the tenant and the Village. Mayor Vanderbilt asked Mr. and Mrs. Fullmer to come to the podium to share insights about their business. Mr. and Mrs. Fullmer thought Park Forest was a wonderful location. They currently work with Kankakee Community College, and local schools to train those in the community and will continue this outreach in Park Forest. Mr. Perkins thanked the Board for hearing the concept. Originally, EDAG was not going to accept the application. After hearing their story, they negotiated an agreement complete with a payment in lieu of taxes clause. EDAG recommends accepting the Class 8 status for the new business. The Mayor thanked all those who did the behind the scenes work to get to this point. Hearing no questions, this item will be on the agenda for action at a subsequent regular meeting.

2. A Resolution authorizing the Village of Park Forest to enter into a Vendor Service Agreement with Balance Solar

Manager Mick said this is a follow up on the solar array that is being installed at the Park Forest Water Plant. Selling the Renewable Energy Credits (RECs) was something brought to the Board a few months ago. Sustainability Coordinator Malfeo explained the process the Village would take if they decided to beginning with an IPA disclosure form. (Zach Kearnan, of Balance Solar, attended via Zoom.) She referenced tables/numbers in the agenda briefing. Mayor Vanderbilt asked about the cost to the Village if this wasn't signed. Ms. Malfeo said the payback period is about 11 years. Selling the RECs will cut this payback period in half and down to 5.5 years. After 15 years, the Village can re-sell its RECs. She explained RECs and the tracking of renewable energy that is produced. Hearing no questions or comments by the Board, this item will be on the agenda for action at a subsequent meeting.

3. Buildout of 361 Artists Walk

Manager Mick said this item is out of the Downtown Office and Economic Development and Planning Department. Director Zoellner said that 6A is a raw space and the only one left of three. Staff recommends a build out as it have a positive effect on Downtown adding that it would lease sooner with the build-out. She explained the bid process noting that there were three bids. Staff recommends S & S Construction Solutions of Matteson with their bid coming under budget. Mayor Vanderbilt asked the Board if there were any questions or comments. Hearing none, this item will be on the agenda for action at a subsequent regular meeting.

4. Re-roof Police Station

Manager Mick said this item is out of Recreation and Parks Department as they oversee the buildings in the Village. Director Gunther explained the bid process for two sections of five on the building. Staff recommends Solaris Roofing of West Chicago to be awarded the contract who has done previous work in the Village. Mayor Vanderbilt asked the Board if they had any questions or comments. Trustee Woods asked what the difference was between the two options offered by Solaris Roofing. Director Gunther said the more expensive option included a tear off

of the old roof and included insulation and will improve drainage. Hearing no other questions or comments, this item will be on the agenda for action at a subsequent regular meeting.

5. Engineering Service Agreement for 2921 Water Main and Street Improvements Project

Manager Mick said this item comes out of the Public Works Department with construction season beginning and Baxter and Woodman overseeing the work. Director Ysaguirre explained the water main improvement replacement and the required paperwork for the IEPA loan agreement. Staff recommends awarding the construction contract to Austin Tyler construction LLC of Elwood and the continued engineering services with Baxter and Woodman. Mayor Vanderbilt asked if there were any questions or comments from the Board. Hearing none, this item will be on the agenda at a subsequent regular meeting.

6. Engineering Services Agreement for Phase II – Design for improvement to Forest Blvd

Manager Mick said this item comes out of the Public Works Department for Phase II of design work on Forest Boulevard. Director Ysaguirre explained the process for the full scope involved for the project. Invest in Cook would fund 80% and the Village's portion would be 80%. Staff recommends entering into the engineering services agreement with V3 Companies LTD of Woodridge, IL. Mayor Vanderbilt asked if there were any questions or comments from the Board. Hearing none, this item will be on the agenda at a subsequent regular meeting.

7. Motor Fuel Tax Maintenance Resolution and Municipal Maintenance Cost Est. for FY 2023

Manager Mick said this is out of the Public Works Department and a requirement for the State of Illinois. Director Ysaguirre said this is an annual routine item required by IDOT where the Village plans on spending Motor Fuel Tax. Staff recommends approval of this resolution. Mayor Vanderbilt asked if there were any questions or comments from the Board. Hearing none, this item will be on the agenda at a subsequent regular meeting.

8. Renewal of MFT Street Sweeping Maintenance Contract for FY 2023

Manager Mick said this item is out of the Public Works Department. He noted the current company has worked well with the Village and recommends the second renewal. Director Ysaguirre described scopes of the sweeps and cleanups. Staff recommends renewal of this maintenance contract. Mayor Vanderbilt asked if there were any questions or comments from the Board. Hearing none, this item will be on the agenda at a subsequent regular meeting

9. Implementation Strategies for Board Goals of Fiscal Year 2022/2023

Manager Mick said this item comes out of the Administration. He explained that the list of recommendations that Staff has put together for the implementation of the newly created planning goals. Staff is looking for feedback from the Board and additional action steps to be taken with any of the goals. He noted that the goals are far-reaching and likely not to be completed in one year. Mayor Vanderbilt asked the Board if there were any questions or comments. Trustee Woods said the survey from the residents gave us the foundation to lead and guide us to these future goals; he asked about the length of time expected to implement these

new goals. Manager Mick said full implementation of goals will likely take several years. Hearing no other questions, this item will be on the agenda for action at a subsequent regular meeting. Manager Mick said he will include more information in the Friday update to the Board. Additions are welcome and potential new goals could be included in the future.

10. A Resolution Amending the Holiday and Meeting Schedule for 2022

Manager Mick said this item comes out of the Manager's Office at the request of the Board. This resolution would add the month of June to the summer meeting schedule. There would be two meetings in June, meeting on the second and third Mondays. The second meeting would be scheduled for June 21 due to the Juneteenth holiday on Monday, June 20. He added that there may be a special regular meeting due to the Budget approval dates. Mayor Vanderbilt asked if there were any questions or comments from the Board. Hearing none, this item will be on the agenda at a subsequent regular meeting

Mayor's Comments

Mayor Vanderbilt thanked all the Police, Fire and Village Staff for their participation in the Special Olympics Polar Plunge. The event exceeded the fundraiser goals.

Manager's Comments

Manager Mick said vehicle stickers are on sale and must be displayed by April 30, 2022. Registration is open for 2022 Park Forest Youth Baseball. There is a visualizing workshop open to residents to update the master plan for Village Central District. Recreation and Parks Department is host the Eggstrvaganza on Saturday, April 9. Summer jobs are available at the Aqua Center. More information at aquaticjobs.info. IT Administrator Craig Kaufman has been a critical member with Park Forest over twenty years. He has addressed the different needs of the staff and has overseen so many items and the complex IT system. He is taking a job Florida; the Village congratulates Craig and his family and will miss him.

Trustee's Comments

All the Trustees offered their condolences to former Trustee Mae Brandon and her family and the recent passing of her mother. Condolences also were offered to the Adami, Donnelly, and Jenkin' families on their recent losses.

Trustee Settles said that March is National Women's Month and added this quote, "When women thrive, humanity thrives."

Trustee Graham said the Commission on Human Relations will meet Tuesday, March 8 at 5:30 pm. The Youth Commission will meet Wednesday, March 9 at 7:00 pm. Both will meet in person. The Tall Grass annual fundraiser, the Beau Arts Ball, will be held at Olympia Fields Country Club on Saturday, March 26. She wished everyone a Happy Women's History Month.

Trustee Woods commented on the wonderful musical events sponsored by the Village at Freedom Hall and at Main Street Nights. He also enjoyed the Black Foodies Event.

Trustee Herron wished everyone a happy St. Patrick's Day and Happy Women's History Month.

Trustee Hardy said the Planning and Zoning Commission will meet Tuesday, March 8 as a hybrid meeting. She also enjoyed the Foodies Pop-up Event. She thanked all who came out and supported them. She noted that the Rotary Club will be celebrating 100 years of service April 28 at the Olympia Field Country Club.

Attorney's Comments

No report

Clerk Comments

No report

Audience to Visitors

None

Adjourn to Executive Session

The purpose of this meeting is to adjourn to executive session as permitted by 5 ILCS 120/2 Section 2(c) 1: the appointment, employment, compensation, discipline, performance, or dismissal of specific employee of the public body.

Motion was made to go into executive session by Trustee Settles, seconded by Trustee Graham and passed unanimously following a roll call vote with the following results:

Ayes: 6

Nays: 0

Absent: 1

The meeting was adjourned with six (6) ayes, no (0) nays, and one (1) absent.

Mayor Vanderbilt adjourned the Rules Meeting to enter into executive session at 8:18 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employee of public body.

Mayor Vanderbilt said that no action would be taken after the executive session.

Respectfully submitted,
Sheila McGann
Village Clerk