

REGULAR MEETING OF THE BOARD OF TRUSTEES
HELD REMOTELY
PUBLIC NOTICE POSTED AT THE VILLAGE HALL
350 VICTORY DRIVE, PARK FOREST, ILLINOIS

CONFERENCE CALL

7:00 p.m.

February 21, 2022

IN ATTENDANCE: Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Joseph Woods, Trustee Candyce Herron, Trustee Maya Hardy, and Trustee Erin Slone

ABSENT: Mayor Jonathan Vanderbilt

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Christopher Mannino, Fire Chief Tracy Natyshok, Village Attorney Sean McGrath, Finance Director Mark Pries, Assistant to the Manager/Director of Human Resources Jason Miller, Director of Economic Development and Planning Sandra Zoellner, Director of Public Works Roderick Ysaguirre, Director of Community Development Larrie Kerestes, Director of Recreation, Park and Community Health Rob Gunther, Assistant Finance Director Sharon Floyd, Assistant Public Works Director Nick Christie, Planner Andrew Brown

OTHERS IN ATTENDANCE: none

RECORDER: Village Deputy Clerk Angela Thurston

Roll Call

The meeting was called to order at 7:00 pm by Trustee Settles. Roll was called by Deputy Clerk Thurston. Due to Mayor Vanderbilt's absence, Trustee Settles was named Mayor Pro Tem.

Reports of Village Officers

Mayor

No report

Village Attorney

No report

Village Manager

Manager Mick noted the passing of Al Sturges, his services would be at Lain Sullivan Funeral home on Friday, February 25, 2022. He said Village Board meetings will be meeting in person starting in March. There is a Black History Month Foodies Pop-Up this Saturday, February 26th in DownTown Park Forest. 2022 Park Forest Baseball registration is now open.

Village Clerk

No report

Reports of Commission Liaisons and Committee Chairpersons

The Trustees offered their condolences to the family of Al Sturges.

Trustee Graham commented on the events hosted by the Commission on Human Relations which were the Black History Month Program & Street Rededication.

Trustee Hardy noted the Planning and Zoning Commission will meet in person on March 8th at Village Hall.

Trustee Settles stated the Veterans Commission has 3 vacancies and are seeking new members.

Citizens Comments, Observations, Petitions*

None—see below

Motion: Approval of Consent

CONSENT:

MOVED that the Consent Agenda and each item contained therein be hereby approved:

- 1. MOVED, that the Mayor and Board of Trustees approve the minutes of the Rules meeting of January 3, 2022 and the Regular meeting of January 18, 2022.**
- 2. MOVED, that the Mayor and Board of Trustees approve a Resolution Adopting the 2022 Strategic Planning Goals.**
- 3. MOVED, that the Mayor and Board of Trustees approve a Resolution of the Village of Park Forest approving Class 8 Assessment Status for the Real Estate located at 2562 Western Avenue in the Village of Park Forest, Cook and Will Counties.**
- 4. MOVED, that the Mayor and Board of Trustees approve a Resolution for Local Project Commitment for the 2022 Invest in Cook Call for Projects.**
- 5. MOVED, that the Mayor and Board of Trustees approve a Resolution Authorizing the Village of Park Forest to submit an Application for Community Development Block Grant Funds to the County of Cook, Illinois.**
- 6. MOVED, that the Village Manager is authorized to enter into a contract with Convergent Technologies from Schaumburg, Illinois to provide and install a keyless, access control system at Village Hall and the Police Station, in the amount of \$67,990 with a 5% contingency for a total not to exceed \$71,389.99.**
- 7. MOVED, that the Village Manager is authorized to enter into a contract with Western Remac, located in Woodridge, IL, for the 2022 Street Sign Replacement project, in the amount of \$89,621.75 with a 10% contingency for any additional work as determined by the Village Engineer for a total not to exceed \$98,583.93.**

8. MOVED, that the Village Manager is authorized to enter into a Second Amendment to Personal Communications Services Site Agreement with T-Mobile for facilities located at/on Blackhawk Water Tower.

9. MOVED, that the Mayor and Board of Trustees approve the purchase of a 2021 Dodge Ram quad-cab pickup truck from John Jones Automotive Group, in Salem, IN, in the amount of \$35,992.

Approval of the consent agenda was moved by Trustee Hardy and seconded by Trustee Graham. Mayor Pro Tem Settles asked if anyone wished any items be removed from the consent agenda for further discussion. Hearing none, a roll call vote was called by Mayor Pro Tem Settles on the motion to approve the consent agenda. The consent agenda was approved with the following results:

Ayes: 6
Nays: 0
Absent: 1

The consent agenda was adopted with seven (6) ayes, no (0) nays and no (1) absent

DEBATABLE:

10. An Ordinance Amending Article II- Stopping, Standing and Parking, of Chapter 102-Traffic and Vehicles, of the Municipal Code of the Village of Park Forest to Regulate the Parking of Second Division and Other Commercial Vehicles (Final Reading)

Move for adoption of the ordinance was motioned by Trustee Woods and seconded by Trustee Slone. The ordinance was moved and seconded to adopt this ordinance at final reading. Mayor Pro Tem Settles asked if there were any questions or comments. None being heard, she called for a roll call vote by Deputy Clerk Thurston. The ordinance was approved following a roll call vote with the following results:

Ayes: 6
Nays: 0
Absent: 1

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

Adjournment

This concluded the Regular Board meeting.

There being no further business. Mayor Pro Tem Settles called for a motion to adjourn. Motion was made by Trustee Hardy, seconded by Trustee Slone and passed unanimously by roll call vote.

The meeting was adjourned following a roll call vote with the following results:

Ayes: 6
Nays: 0
Absent: 1

The meeting was adjourned with seven (6) ayes, no (0) nays, and none (1) absent.

Mayor Pro Tem Settles adjourned the regular meeting at 7:22 p.m.

Respectfully submitted,
Angela Thurston
Village Deputy Clerk

**NOTE – DUE TO COVID-19
THE BOARD MEETING WILL BE HELD VIA CONFERENCE CALL**

***Public, in-person attendance of the Meeting has been deemed unfeasible;
All public comment can be sent prior to the phone conference Board
Meeting, via email to tmick@vopf.com, by 3 pm the day of the meeting;
Public comments received via email will be read during the public meeting.**

****A record (verbatim recording) of all action (if any) taken during
the Board Meeting in open session will be made available upon request.**

*****This meeting will be broadcast live, and recorded, on the local cable
access channels in Park Forest (channel 4 for Comcast subscribers &
channel 99 for AT&T U-Verse subscribers) and will be streamed live, and
subsequently archived, on the Village website at**

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**NOTE: Copies of Agenda Items are Available on the Village
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**SPECIAL RULES MEETING OF THE BOARD OF TRUSTEES
HELD REMOTELY
PUBLIC NOTICE POSTED AT THE VILLAGE HALL
350 VICTORY DRIVE
PARK FOREST, ILLINOIS**

Village Hall- Boardroom

7:00 p.m.

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ABSENT: Mayor Jonathan Vanderbilt

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Christopher Mannino, Fire Chief Tracy Natyshok, Village Attorney Sean McGrath, Finance Director Mark Pries, Assistant to the Manager/Director of Human Resources Jason Miller, Director of Economic Development and Planning Sandra Zoellner, Director of Public Works Roderick Ysaguirre, Director of Community Development Larrie Kerestes, Code Enforcement Officer Jerry Martin, Director of Recreation, Park and Community Health Rob Gunther, Assistant Finance Director Sharon Floyd, Assistant Public Works Director Nick Christie, Planner Andrew Brown

OTHERS IN ATTENDANCE: none

RECORDER: Village Deputy Clerk Angela Thurston

Roll Call

Mayor Pro Tem Settles called the meeting to order at 7:23 p.m. and the roll was called.

Village Manager Mick explained the purpose of the meeting and reviewed the documents that will be discussed which include the Six Month Financial Results, Current Year Trends and the 2022/2023 Capital Plan. Tom explained that the board receives weekly updates with each check run as well as monthly financial updates.

Six Month Financial Results (Director Pries):

- GENERAL FUND REVENUES (reviewed pages 1-1 & 1-2; general funds revenue p 1-5). Discussed property taxes, sales and use tax, utility tax, grants, transfer from other funds, licenses, permits, hospital transport, fines and interest earnings. Made mention that sales and use collection is at 56% as of December 31, 2021. Real Estate transfer tax is already over 100% of budget.
- GENERAL FUND EXPENDITURES (reviewed pages 1-2 to 1-3; all funds p 1-6). Overall expenditures are at 46% of the budget at the six month point.
- CURRENT YEAR TRENDS (reviewed pages 2-1 to 2-6) Director Pries talked about Sales and Use tax (pages 2-11 & 2-12, 2-14 – 2-19) is doing better due to online sales tax, as of December 31, 2021, we are 13% higher than before. Director Pries noted a typo on page 2-5 in the sentence “At the end of the second quarter, the General Fund has an operating deficit of \$921,864 compared favorable to the second quarter of FY 20-21” it should be “compared unfavorable to the second quarter of FY 20-21”

CAPITAL PLAN - Five Year Capital Plan FY 22/23

- DPW (Director Roderick Ysaguirre): Discussed projects for General Fund, Motor Fuel Tax Fund, Vehicle Service Fund, Water Fund, Sewer Fund and Municipal Parking. Detail on DPW projects can be found under the Public Works tab pages 7-13.
- RECREATION, PARKS and COMMUNITY HEALTH (Director Rob Gunther): Discussed projects at Freedom Hall, Central Park, Aqua Center and Tennis & Health Club. Will continue to maintain a \$10,000 budget for emergencies that may come up in Buildings & Grounds. Discussed roof replacement at the police station, that building has five different roof heights. Detail on General Fund and Building & Grounds projects can be found under the Recreation & Parks tab on pages 7-26.
- POLICE DEPARTMENT (Chief Chris Mannino): Recurring Computer system upgrades, remodeling, renovations and vehicle services fund projects were discussed. Detail on General Fund projects can be found under the Police tab on pages 2-3.
- FIRE DEPARTMENT (Manager Tom Mick for Chief Tracy Natyshok, computer issues): Protective gear, fire station maintenance, fire equipment, computer system upgrades and training site upgrades were mentioned. Additionally planning for the future replacement of Engine 54 was included. Detail on General Fund projects can be found under the Fire Tab on pages 2-3.
- DOWNTOWN (Manager Sandra Zoellner): Discussed DownTown unit buildouts, tenant improvements between move in/outs, public restrooms and Hometown Heroes banners. Detail on General Fund projects can be found under the DownTown tab on pages 3 - 12.
- OTHER CAPITAL PROJECTS (Director Sandra Zoellner) Discussed redevelopment and sustainability plan projects. Detail on these projects can be found under the Other Capital Projects tab on pages 3-16.

Throughout the departmental reports the Village Manager and department directors answered specific questions raised by the Mayor Pro Tem and Trustees.

Adjournment

This concluded the Special Rules Board meeting.

There being no further business. Mayor Pro Tem Settles called for a motion to adjourn. Motion was made by Trustee Woods, seconded by Trustee Slone and passed unanimously by roll call vote.

The meeting was adjourned following a roll call vote with the following results:

Ayes: 6
Nays: 0
Absent: 1

The meeting was adjourned with seven (6) ayes, no (0) nays, and none (1) absent.

Mayor Pro Tem Settles adjourned the regular meeting at 8:51 p.m.

Respectfully submitted,
Angela Thurston
Village Deputy Clerk

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