

AGENDA
REGULAR MEETING OF THE BOARD OF TRUSTEES
PARK FOREST, IL

Village Hall

7:00 p.m.

February 15, 2016

Roll Call

Pledge of Allegiance

Reports of Village Officers

Mayor
Village Manager

Village Attorney
Village Clerk

Reports of Commission Liaisons and Committee Chairpersons

Citizens Comments, Observations, Petitions

Motion: Approval of Consent

CONSENT:

1. Motion: A Motion to Approve the Minutes of the Rules Meeting of September 8, 2015, the Minutes of the Saturday Rules Meeting of January 16, 2016, the Minutes of the Village Board Legislative Committee of February 1, 2016 and the Minutes of the Saturday Rules Meeting of February 6, 2016
2. Motion: A Motion to Authorize the Purchase of a Fire Department Replacement Power Cot/Loading System
3. Motion: A Motion to Approve Acquisition of Two 2016 Ford Utility SUV Police Interceptors
4. Appointments:

DEBATABLE:

5. Ordinance: An Ordinance Amending Chapter 6 (“Alcoholic Beverages”), Section 6-49 (“Number Limited”) of the Code of Ordinances (Final Reading)

Adjournment

NOTE: Copies of Agenda Items are Available in the Lobby of Village Hall and on the Village website www.villageofparkforest.com

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the Village Manager’s Office at least 48 hours in advance of the scheduled meeting. The Village Manager’s Office can be reached via telephone at (708) 283-5605 or (708)748-1129 or via e-mail at sblack@vopf.com. Every effort will be made to allow for meeting participation.

MOTIONS

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 September 8, 2015, the Minutes of the Saturday Rules Meeting of January 16, 2016, the Minutes of the Village Board Legislative Committee of February 1, 2016 and the Minutes of the Saturday Rules Meeting of February 6, 2016
 2. MOVED, that the Manager is authorized to purchase a Fire Department replacement Power Cot/Loading System from Stryker EMS Equipment in the amount of \$39,189.42.
 3. MOVED, that the Manager is authorized to purchase two 2016 Ford Utility SUV Police Interceptors from Terry Lincoln-Mercury in Peotone, IL at a cost of \$57,110.00.
 4. MOVED, that the Mayor and Board of Trustees appoint Harold E. Peake, 178 Miami Street, to fill a one-year vacancy on the Cable Communications Commission to expire on December 31, 2016.
- MOVED, that the Mayor and Board of Trustees re-appoint Tim Colburn, 453 Tamarack, to a three-year term on the Cable Communications Commission to expire on December 31, 2018.
- MOVED, that the Mayor and Board of Trustees re-appoint Michael Warren, 101 Monee Road, to a three-year term on the Cable Communications Commission to expire on December 31, 2018.
- MOVED, that the Mayor and Board of Trustees re-appoint Marlene Hemleben, 413 Sherman, to fill a two-year vacancy on the Commission on Human Relations to expire on December 31, 2017.
- MOVED, that the Mayor and Board of - Trustees appoint Rev. Norval I. Brown, 266 Somonauk Street, to a three-year term on the Commission on Human Relations to expire on December 31, 2018.
- MOVED, that the Mayor and Board of Trustees appoint Karyn L. DeCuir, 80 Blackhawk Drive, to a three-year term on the Commission on Human Relations to expire on December 31, 2018.
- MOVED, that the Mayor and Board of Trustees appoint Kathleen Schmitz, 110 Marquette Street, to a three-year term on the Commission on Human Relations to expire on December 31, 2018.
- MOVED, that the Mayor and Board of Trustees appoint Maurae L. Gilbert McCants, 114 Algonquin Street, to fill a one-year vacancy on the Economic Development Advisory Group to expire on December 31, 2016.
- MOVED, that the Mayor and Board of Trustees re-appoint Shelia Friday, 411 Winnebago to a three-year term on the Economic Development Advisory Group to expire on December 31, 2018.
- MOVED, that the Mayor and Board of Trustees re-appoint Phillip Perkins, 164 Hemlock to a three-year term on the Economic Development Advisory Group to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint Zerex Veal, 476 Tomahawk, to a three-year term on the Economic Development Advisory Group to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint David Bartlett, 66 Water, to a three-year term on the Environment Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint James Saxton, 241 Indiana, to a three-year term on the Environment Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint Dr. Anthony Miles, 151 Main Street, to a five-year term on the Park Forest Housing Authority Board to expire on December 31, 2020.

MOVED, that the Mayor and Board of Trustees re-appoint Cynthia Burton-Prete, 324 Sauk Trail, to a three-year term on the Plan Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint Vernita Wickliffe-Lewis, 204 Early, to a three-year term on the Plan Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees appoint Hilary Juretic Pries, 32 Dunlap Road, to fill a two-year vacancy on the Recreation & Parks Advisory Board to expire on December 31, 2017.

MOVED, that the Mayor and Board of Trustees re-appoint Karen Blackful, 313 Sauk Trail, to a three-year term on the Recreation & Parks Advisory Board to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees appoint Kathy Vagt, 248 Marquette, to a three-year term on the Recreation & Parks Advisory Board to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees appoint Robbie Johns, 139 Elm Street, to fill a two year vacancy on the Senior Citizens Advisory Commission to expire on December 31, 2017.

MOVED, that the Mayor and Board of Trustees appoint Peggy Stockman, 120 Nashua Street, to fill a one-year vacancy on the Senior Citizen Advisory Commission to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees re-appoint William E. Bright, 151 Main Street #430 to a three-year term on the Senior Citizen Advisory Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint Rosetta Halfacre, 423 Suwanee, to a three-year term on the Senior Citizen Advisory Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint Mary Jane Riopelle, 201 Washington to a three-year term on the Senior Citizen Advisory Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint Andrea Billups, 70 Hemlock, to a three-year term on the Veterans Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint James Reed, 153 Hemlock, to a three-year term on the Veterans Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint Camille Wright, 207 Gold, to a three-year term on the Veterans Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint Myron Crowley, 57 S Orchard Drive, to a three-year term on the Youth Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint Erin Mitchell, 406 Indianwood, to a three-year term on the Youth Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees re-appoint Sherilyn Poole, 251 Krotiak, to a three-year term on the Youth Commission to expire on December 31, 2018.

MOVED, that the Mayor and Board of Trustees appoint Mattie Allen, 404 Rutledge, to a one-year term as Chairperson for the Board of Fire & Police Commissioners/Personnel Board, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Daniel Karwatka, 532 Homan, to a one-year term as Chairperson for the Cable Communications Commission, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Rickey Williams, 5 Westwood Court, to a one-year term as Vice Chairperson for the Cable Communications Commission, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Alfreda Keller, to a one-year term as Chairperson for the Commission on Human Relations, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Mamie Rodgers, 220 Juniper, to a one-year term as Vice Chairperson for the Commission on Human Relations, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Philip Perkins, 164 Hemlock, to a one-year term as Chairperson for the Economic Development Advisory Group, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Shelia Friday, 411 Winnebago, to a one-year term as Vice Chairperson for the Economic Development Advisory Group, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint James Saxton, 241 Indiana, to a one-year term as Chairperson for the Environment Commission, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint David Bartlett, 66 Water, to a one-year term as Vice Chairperson for the Environment Commission, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Vernita Wickliffe-Lewis, 204 Early, to a one-year term as Chairperson for the Plan Commission, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint S. Douglas Price, 2839 Western, to a one-year term as Vice Chairperson for the Plan Commission, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Georgette Gladstone, 118 Willow, to a one-year term as Chairperson for the Recreation & Parks Advisory Board, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Julie Furgason, 173 Nauvoo, to a one-year term as Vice Chairperson for the Recreation & Parks Advisory Board, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Sherilyn Poole, 251 Krotiak, to a one-year term as Chairperson for the Youth Commission, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Randall White, 283 Green, to a one-year term as Vice Chairperson for the Youth Commission, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Nissim I. Eskenazi, 310 Sheridan, to a one-year term as Chairperson for the Equal Employment Opportunity Review Board/Fair Housing Review Board/Zoning Board of Appeals, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Jerry Blades, 105 Algonquin, to a one-year term as Vice Chairperson for the Equal Employment Opportunity Review Board/Fair Housing Review Board/Zoning Board of Appeals, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Edwin Fizer, 204 Nashua, to a one-year term as Chairperson for the Veterans Commission, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees appoint Yvette Jones, 2739 Western, to a one-year term as Vice Chairperson for the Veterans Commission, to expire on December 31, 2016.

MOVED, that the Mayor and Board of Trustees re-appoint Michael Gonzalez, 288 Minocqua, to a two-year term on the Police Pension Board, to expire April 30, 2018.

February 15, 2016

VILLAGE OF PARK FOREST

**Village Board Rules Meeting
Tuesday, September 8, 2015
Village Hall 7:00 p.m.**

MINUTES

IN ATTENDANCE: Mayor John Ostenburg, Trustee Mae Brandon, Trustee JeRome Brown (7:05p.m.), Trustee Tiffani Graham, Trustee Georgia O'Neill, and Trustee Theresa Settles

ABSENT: Trustee McCray

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Pete Green, Fire Chief Bruce Ziegle, Deputy Fire Chief Tracy Natyshok, Village Attorney Felicia Frazier, Deputy Village Manager/Finance Director Mary Dankowski, Assistant to Village Manager Denyse Carreras, Director of Community Development Larrie Kerestes, Director of Public Relations Jason Miller, Director of Public Health Jenise Ervin, Director of Public Works Roderick Ysaguirre, IT Manager Craig Kaufman, Recreation Manager Kevin Adams, and Village Arborist/Forester Todd Cann

RECORDER: Village Clerk Sheila McGann

OTHERS IN ATTENDANCE: Gary Kopycinski, e-news

Roll Call

Meeting was called to order at 7:00 p.m. by Mayor Ostenburg. Roll was called by Clerk McGann.

Mayor Ostenburg read a proclamation celebrating the twenty-fifth anniversary of the passing of the Americans with Disabilities Act. He also noted the passing of Marge Friedman who was a driving force in Park Forest. He offered condolences to the Friedman family. (Brown 7:05p.m.)

1. Urban Forestry Contract

Manager Mick said this item was out of Recreation and Parks. He noted that this was a routine item. Staff received several bids for managing the tree inventory on public property. Staff recommends using one company for removal and another contractor for pruning services. If the Village is pleased with the first year of service with either contractor, the contract allows for renewal and extension for one or two years. Manager Mick noted that earlier in the day a Trustee asked about removal of trees from private property, Manager Mick said that would be done only if there was an imminent public safety danger. He recommends homeowners get a number of estimates from companies with insurance. Manager Mick added that Director Gunther that the Village has been awarded a grant from the Morton Arboretum for tree replacement between \$10,000 and \$12,500. There are approximately one hundred Emerald Ash Borer (EAB) trees that still need to be removed; then planting can begin.

Mayor Ostenburg asked the Board if there were any questions. Hearing none, this item will be on the agenda at the next regular meeting.

2. 2015-2016 Street Salt Purchase

Manager Micks said this item comes from the Public Works Department. Director Ysaguirre said a bid was received from Morton Salt as a renewal from the previous year. Since there was a surplus of 300 tons in the salt dome, the Village lowered the requested amount to which Morton Salt agreed. The expenditure would be from the MFT funds. Director Dankowski clarified that there are funds currently budgeted to cover this purchase even if there is a problem receiving MFT funds from Springfield.

Mayor Ostenburg asked the Board if there were any questions. Hearing none, this item will be on the agenda at the next regular meeting.

3. Fire Department Squad/Pumper Bids

Manager Mick noted that this item comes from the Fire Department adding that the item being replaced is twenty-one years old. He also added that over the years, funds have been set aside to replace such costly items. Chief Ziegler explained the bid process and detailed the uses, equipment, and specifications that this vehicle will have on board. He also explained that alternative power sources were researched. The delivery date is expected in June or July 2016. Chief Ziegler said that it is a routine replacement of the vehicle. He also commended Deputy Chief Natyshok and the committee for their research in putting this together.

Mayor Ostenburg asked the Board if there were any questions. Hearing none, this item will be on the agenda at the next regular meeting.

4. A Resolution Authorizing the Execution of a License Plate Reader System Acquisition Agreement between Municipal Collections of America, Inc. and the Village of Park Forest

Manager Mick said this item comes from the Police Department and explained the Village has worked with Municipal Collections of America to recover outstanding parking tickets. Chief Green explained a new system to find and ticket cars with outstanding tickets. He explained the current process the Village follows. He also explained a new system using a License Plate Reader (LPR) that would allow for a quicker and more efficient way to collect outstanding debts. Mayor Ostenburg said the Village Attorney has looked at the resolution and said it was ok. He added that the goal is not to raise money for the Village but to look for compliance and that fairness is maintained.

Mayor Ostenburg asked the Board if there were any questions. Hearing none, this item will be on the agenda at the next regular meeting.

5. Ordinance Authorizing Acceptance of a Deed in Lieu of Foreclosure for the Property at 5 Antioch Street

Manager Mick noted that this item comes from the Department of Economic Development and Planning. Manager Mick explained there had been a fire in 2010 at this location and the house was subsequently demolished by the Village. The Village is looking to accept the deed in lieu of foreclosure. The ordinance was drafted by the Village Attorney. Mayor Ostenburg asked if there were any other questions. Hearing none, he noted that this item will be on agenda for action at the next regular meeting.

Mayor's Comments

Mayor Ostenburg stated that Sustainability Coordinator Sarah Coulter recently accepted another position at Millennium Reserve and noted her accomplishments that lead to the Village receiving its 3 Star rating. He wished her well in her new endeavor. Mayor Ostenburg noted the many items on the September calendar.

Manager's Comments

Manager Mick said that there will be an open house and ribbon cutting ceremony at Foster's Kennel this Saturday. He also congratulated the Park Forest entities that were named in the Best of the Southland. He noted that they were all good reflections of Park Forest. He also reported that the Community Wide Garage Sale and the 60th Annual Air Fair will take place the third weekend of September. Manager Mick also noted a number of other events taking place in Park Forest later in September.

Trustee's Comments

Trustee O'Neill noted that EDAG meeting is scheduled for Wednesday, September 9. She congratulated all the businesses that were named Best of the Southland. She also commented with gratitude on the twenty-fifth anniversary of the ADA. Trustee O'Neill said she had fond memories of Marge Friedman and offered condolences to her family.

Trustee Brandon offered condolences to the Friedman family on their loss and noted that her spirit will be missed in Park Forest. Trustee Brandon reported that the Plan Commission is currently in the process of drafting the Uniform Development Ordinance and will report to the Board at a later date. The Youth Commission will meet Wednesday, September 9.

Trustee Graham reported that the League of Women Voters pot luck dinner is scheduled for Wednesday, September 9 in Richton Park with a panel discussion on crime to follow.

Trustee Settles said the September meeting of the Environment Commission did not have a quorum and will meet again October 4. The September meeting of the Commission on Human Relations was canceled due to a scheduling conflict and will meet on October 13 with a time change of 5:30 pm.

Trustee Brown commended Director Ervin on the Health Department's fundraiser at Balmoral Park.

Attorney's Comments

None

Clerk Comments

None

Audience to Visitors

None

Adjournment

This concluded the Rules Meeting. There being no further business, Mayor Ostenburg called for a motion to adjourn. Motion was made by Trustee Brandon, seconded by Trustee Brown and passed unanimously.

Mayor Ostenburg adjourned the Rules Meeting at 8:28 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

**MINUTES OF THE SATURDAY RULES MEETING
OF THE BOARD OF TRUSTEES OF THE VILLAGE OF
PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS**

Village Hall

9:00 a.m.

January 16, 2016

Roll Call:

Present: Mayor John Ostenburg, Trustees: Mae Brandon, Theresa Settles, Tiffani Graham, Robert McCray (9:22 a.m).

Also Present: Village Manager Tom Mick, Finance Director Mary Dankowski, Assistant Finance Director Stephanie Masson, Michael Malatt of the auditing firm Baker Tilly Virchow Krause, LLC

Absent: Trustees Georgia O'Neill and JeRome Brown

Mayor John Ostenburg called the meeting to order at 9:01 a.m.

Introductions:

After introductions and review of attendees, Tom Mick started with introductory comments.

Review of Financial Statements: (Michael Malatt)

Michael Malatt started off by indicating there are new standards in Audit reporting. He explained that new standards takes old information and puts the liability of the life of pension plans and puts them on the books. Discussion ensued as to the reasoning behind this. GASB statement 71 is an addendum. It takes all funds and consolidates them into two sections. It incorporates long term items. Accounting standard changes do not include the library. The Library is in a separate report. Discussion ensued regarding the Housing Authority revenues and expenditures in addition to the revenue impact regarding the number of homes that have been demolished. See p 48 for more notes to the financial statements.

Reports on Internal Controls & Awards: (Michael Malatt)

Michael Malatt reported that there were no findings related to the Housing Authority or the TIF. It was noted the Village has very good controls. Implementation of the new software will be a continuation of the best practice for Internal Controls.

Transmittal Letter and M D & A: (Mary Dankowski and Stephanie Masson)

Transmittal Letter - Mary Dankowski indicated nothing in the audit varies from what was reported in November.

Mary Dankowski and Stephanie Masson then reviewed the transmittal letter and the Management's Discussion & Analysis sections of the audit report. In the transmittal letter, it was referenced how the history of Downtown Park Forest is highlighted under economic conditions and outlook. It was also referenced how the transmittal letter contains more than a dozen pages detailing operational accomplishments toward Village Board goals in 2015/2016, which are in year two of the 5 year goals. Revenue and expense highlights of the transmittal letter were then detailed. Mary

Dankowski highlighted several operational department budget details in the financial report in addition to reviewing statistics over the Village's last 10 fiscal years. Next was a review of the Village's equalized assessed value (EAV), the property tax rate for residents and what portion of the overall tax rate is attributable to Village services. General Fund overview was provided referencing pages 105 – 108 of the audit. The DownTown Funding History was reviewed highlighting the TIF fund which generated \$890,150, representing a 13% return.

Mary Dankowski referenced the Unassigned Fund Balance on page 29 of the audit. Of the amount, \$1,500,000 comes out for the Tax Levy, \$500,000 is set aside for road way projects that would be allocated toward a matching portion of any grant the Village might obtain. \$700,000 was used to help lower the property tax levy. She referenced page 67 and 68 of the audit that the Village paid off over \$2Min debt. In 2016 it is anticipated the Village will increase debt by \$5M for water main projects but will continue to pay down debt.

MD & A – This report is basically the cliff notes version of what Mr. Malatt covered this morning.

Statistical Section:(Mary Dankowski and Stephanie Masson)

The statistical schedules include 10 year trends. Net position includes the pension liabilities. Expenses are compared on a 10 year basis. Expenses have been fairly flat. Discussion ensued around Principal Property Taxpayers.

Internal Audit Update: (Stephanie Masson)

Stephanie Masson's Annual memo on internal controls was reviewed and discussed. The financial software project continues. The process started two years ago. Village staff remains confident that the right decision was made on a provider. Utility billing and cash receipting will be the first implementation. Residents will see a change in online utility billing. The team is developing a communication plan to the customers. In April the rest of the financials come on line and in May Code Enforcement.

Library Audit

Mary Dankowski distributed the Library's audit document which was presented to the Library board last week. Their fund balance is in a very strong position.

Documents Reviewed:

Village of Park Forest Comprehensive Annual Financial Report Fiscal Year Ended June 30, 2015; Report on Federal Awards; Communication to those charged with Governance and Management; DownTown Redevelopment Project Area TIF); Park Forest Public Library (Financial Statements); Annual Internal Audit Update dated January 8, 2016.

There being no further questions, Mayor Ostenburg called for a motion to adjourn. Trustee Brandon moved, Settles seconded and the meeting was adjourned at 12:20 pm. All were in favor to adjourn.

Respectfully submitted,
Denyse Carreras, Assistant to the Village Manager

MEETING MINUTES
Village Board Legislative Committee
Village of Park Forest
Board Conference Room
Monday, February 1, 2016

1. Call meeting to order and Roll Call

In the absence of Mayor John Osteburg, Manager Mick called the meeting to order at 6:04 PM

Also present included:

Trustee Robert McCray
Trustee Theresa Settles
Trustee JeRome Brown (6:10 PM)
Village Manager Tom Mick

2. Discussion Items

In preparation for an upcoming SSMMA Legislative Breakfast on February 19th and the pending legislative lobby day on May 4th, the following items were noted/discussed:

- The Village supports the legislative agendas for the South Suburban Mayors & Managers Association, the Illinois Municipal League, the Metropolitan Mayors Caucus and the National League of Cities. These agendas were reviewed by the Committee.
- Village Officials need to stress the protection of municipal revenues which come from the State via the Local Government Distributive Fund.
- The Village supports the Marketplace Fairness initiative for on-line sales, which would level the playing field for storefront businesses and, perhaps, could generate a sizable sales tax revenue stream for Park Forest.
- Federal and State capital improvement dollars are needed public works projects such as roadways, water lines and sewer mains.
- The definition of the term “catastrophic injury” for the State of Illinois and the Public Safety Employee’s Benefit Act needs to be reviewed. Having it redefined similar to the definition as laid out by the federal insurance regulations is preferred.

3. Adjournment

The meeting adjourned at 6:42 PM.

Respectfully Submitted,

Tom Mick, Village Manager

**VILLAGE OF PARK FOREST
BOARD OF TRUSTEES SATURDAY RULES MEETING
February 6, 2016**

PRESENT: Mayor John Ostenburg, Trustee JeRome Brown, Trustee Tiffani Graham, Trustee Georgia O'Neill

ABSENT: Trustee Mae Brandon, Trustee Robert McCray, Trustee Theresa Settles

GUESTS: Village Manager, Tom Mick
Michelle Bonapart, 10133 S Calhoun
Jewell Hightower, 313 Dogwood (10:13)
Carol Macklin, 16 Forest Blvd (10:13)

Mayor John Ostenburg called the meeting to order at 10:03 a.m.

Village Manager Tom Mick stated the next Board meeting is February 15th. The agenda will include appointments and re-appointments for the various Boards and Commissions along with a presentation from Access to Care. He then provided an update on various Village activities including the adults Valentines dance next Friday at Dining on the Green. He reviewed two police incidents. Also, Village staff are working on the Board Room to renovate a closet area to accommodate the storage of tables and chairs. Continuing with his update, he reviewed the status of the two ambulance accidents that took place in late 2015. In one of the accidents, Village staff were driving an ambulance that belongs to Matteson as part of a shared intergovernmental agreement when they were hit by a Star Disposal truck. He and Village staff members met with Matteson yesterday to discuss the resolution.

Resident Jewell Hightower addressed the Board and wanted to understand why her condo management association paid a \$250 fee to the Village of Park Forest. Manager Mick reviewed the invoice she presented and stated that it was for the Association's annual business license renewal. The group discussed business licenses and the various services that the Economic Development department provides the business community including the quarterly business breakfasts and advertising assistance. Manager Mick suggested that Ms. Hightower email him so that he can add her to his email database to receive updates about Village activities.

Resident Carol Macklin shared that she moved to Park Forest last year from Matteson. She would like to learn about what the Village might be doing to support and attract businesses to the community. She expressed her desire to spend money in the area she lives. Mayor Ostenburg mentioned that the Village is very active in South Suburban Mayors and Managers Association initiatives including the Economic Development work of Reggie Greenwood. The group discussed the effect of traffic patterns on the decision making of businesses. The Mayor

mentioned that the Sapphire Room, Johnny's and Dunagain's are newer restaurant establishments. He said that business incentives offered by the Village have been extended to the grocery store although he said the current owner is disappointed with the low traffic. The group discussed the benefits of shopping locally.

The Trustees and Mayor shared with the residents that there are some openings on various Boards and Commissions including the Environment Commission, Cable Television Commission, Plan Commission, Youth Commission and Recreation and Parks Advisory Board. Manager Mick suggested contacting Trustee Tiffani Graham about the Tall Grass Arts Association. The group discussed the work of the new Veterans Commission and various amenities of the Village including Freedom Hall, the Farmers Market, Library and neighborhood meetings. In discussing the south suburbs retail environment, Mayor Ostenburg encouraged the residents to contact their legislators to express support for the Marketplace Fairness Act, federal legislation which would return sales tax to the point of purchase for internet purchases.

Trustee JeRome Brown motioned to adjourn the meeting at 11:01 a.m. The motion was seconded by Trustee Tiffani Graham. All in favor.

Respectfully Submitted,
Stephanie Masson, Recorder

VILLAGE OF PARK FOREST

DATE: February 2, 2016

TO: Mayor John Ostenburg
Board of Trustees

FROM: Bruce Ziegler, Fire Chief

RE: Power Cot/Loading System - Replacement

BACKGROUND/DISCUSSION:

The Fire Department received a grant via the Assistance to Firefighters Grant program to purchase and install power cots and loading systems in the fire department's three ambulances. This grant paid for the equipment and installation of two units with the Village's matching share being the installation in the third ambulance.

In November 2015, Ambulance 63 was transporting a patient to Olympia Fields Hospital when it was struck on the left side by a vehicle while in the intersection of North Orchard at Illinois Street. While no one was injured, our ambulance sustained damage as the result of this accident and we contacted the local distributor for a recommendation for repair. During the course of this conversation the distributor noted the Village would be required to file a notice of the accident with Stryker EMS Equipment to determine the status of future of the patient handling equipment. They indicated this is standard protocol for the EMS Company, in order for them to determine the status of equipment involved in an accident.

Fire Department Staff contacted the sales representative and was provided with the necessary form and this was filed with the company shortly after the accident. The company provided a response to this report indicating the power cot and load system would be considered unmaintained at this point and suggested immediate replacement. They indicated it is their policy that any power cot and load system involved in a collision at, or in excess of, 8 mph while carrying a patient would be subject to sufficient G-forces to render it beyond certification and necessitate a replacement

Staff asked for additional information related to this policy and their determination accidents at or above 8 mph would render a power cot and load system unusable. This information was provided and is attached as a reference.

CONCLUSION:

After much investigation and discussion it was determined that the Village would replace the Stryker power cot and power load equipment as required utilizing the Village's emergency purchasing authority. This process allows the Village to order the equipment, which is expected to take some time to deliver, while following the formal process for purchase approval prior to the actual delivery and invoicing of the equipment.

To that end, Staff has ordered replacement equipment from Stryker EMS Equipment in the

amount of \$39,189.42, under purchase order number 29455. The breakdown of this equipment is provided below:

Park Forest Ambulance 63:	Power Cot Replacement	\$18,195.84
	Power Load Replacement	<u>\$20,993.58</u>
	Total	\$39,189.42

This item comes before the Village Board to request formal approval based on the emergency purchasing policy and the extenuating circumstances associated with these vehicle accidents and the subsequent need to replace the patient equipment. The Village will be working with all parties and insurers to minimize the overall impact on the current budget and to expedite the repairs and replacement to return these vital emergency vehicles to full service.

SCHEDULE FOR DISCUSSION: This item will appear on the Agenda of the Regular meeting of February 15, 2016, for approval.

AMBULANCE ACCIDENT ATTESTATION

SECTION I: Instructions			
1. Please print clearly. 2. All sections are required to be filled and the document signed. 3. Return completed and signed form to ambulanceaccidents@stryker.com			
SECTION II: Customer Information			
Customer Name		Contact Name	Telephone Number
Street Address		City	State Zip Code
SECTION III: Product Information			
Cot Model Number		Cot Serial Number	
Cot Fastener Model Number		Cot Fastener Serial Number	
Stair Chair Model Number		Stair Chair Serial Number	
SECTION IV: Event Information			
Was a Patient involved or on the Products at the time of the event?	Ambulance Deceleration (in Gs) ¹		Was there any damage to structural components of the Products?
Customer must submit all documentation relevant to the Event (including g force data, any accident reports, police reports, insurance reports, etc) to Stryker with this form. Indicate below if there is any documentation associated with the Event:			
<input type="checkbox"/> Yes, documentation associated with the Event is available			
<input type="checkbox"/> No, documentation associated with the Event is NOT available			
SECTION IV: Attestation			
<input type="checkbox"/>	(Please Check) I attest that, to the best of my knowledge and information, that the data provided surrounding the Event is truthful and accurate.		
SECTION V: Review Step / Process			
<input type="checkbox"/>	<p>(Please Check) Stryker will review the Product to evaluate whether the Product can continue to be used by the Consumer ("Review"). Following the Review, the technician will make a recommendation to Customer regarding Customer's continued use of the Product ("Recommendation"). If the Recommendation indicates that the Product is no longer able to be used, Stryker will assist Customer in Customer's selection and purchase of a new product to replace the compromised Product. Note: Stryker warrants that the Review will be performed in a good and workmanlike manner. However, the Recommendation will in no event supplement, extend, expand, or otherwise modify any warranties previously given by Stryker with regard to the Product identified in Section III, which warranties will continue as they existed prior to the Recommendation, except as expressly set forth herein.</p> <p>The review does not address the structural integrity of the ambulance or any Product to ambulance attachment points; as such Stryker recommends that you have the ambulance inspected by a qualified technician or service provider.</p>		

¹ If actual deceleration data is not available, the speed of the vehicle(s) involved can be used instead. Maximum combined speed is 8mph.

AMBULANCE ACCIDENT ATTESTATION

SECTION VI: Warranty and Indemnity Disclaimer		
<input type="checkbox"/>	<p>(Please Check) <i>Stryker makes no other representations or warranties or any kind regarding the Review or Recommendation other than those noted above, and hereby disclaims any implied warranties, including but not limited to warranties of merchantability and fitness for a particular purpose.</i></p> <p>In addition, Stryker will have no liability related to Customer's continued use of the Product in the event that Customer disregards a Recommendation that indicates the Product is no longer able to be used. Customer acknowledges that an Event may cause compromises in Product safety that cannot be detected by a Review, no matter how thorough, and may render the Product unsafe for use. Customer agrees to indemnify, hold harmless, and defend Stryker, the technician, and Stryker's other agents and employees from and against any claims, damages, liabilities, expenses, or losses (including attorneys' fees) arising from or related to any Review or Recommendation, including Customer's continued use of the Product following a Recommendation that indicates the Product should be removed from service.</p> <p>If you are at all uncertain about the nature or severity of your accident or the integrity of the Products, Stryker recommends that you replace the Products.</p> <p>By executing this document, you represent and warrant that you have read, understand and agree to the terms above and that you are duly authorized to execute this document.</p>	
SECTION VII: Signature required		
Signature	Printed Name	Date

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Stryker EMIS

Melissa Marts – EMS Territory Manager Central/Illinois
 Tom Theobald – Regional Manager Central
 Kevin Staples – Sr. R&D Engineering Manager
 Vishnu Mallapragada – R&D Staff Engineer, Mechanical

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Today's agenda

- Crash Testing Explained
- Stryker Ambulance Accident Policy
- Frequently Asked Questions
- Q&A

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Crash testing

- G's are a standard unit of acceleration.
- Acceleration is the rate at which your velocity changes; how fast you speed up (*accelerate*) or slow down (*decelerate*).
 - The term "acceleration" refers to either scenario
 - The faster your velocity changes, the higher the acceleration.
- Duration indicates how long the acceleration lasts
- Crash test dummies are test devices which represents a variety of human forms and sizes including men, women, and children. For both the European and Australian tests, a 50th percentile (171 lbs) male test dummy is used.

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Crash testing

- What constitutes a successful test?
 - For both standards (European and Australian), the patient must remain attached to the cot, and the cot to the fastener. Furthermore, the test cannot create any sharp edges or flying parts which could endanger the patient or caregiver, and it must still be possible to safely extract the patient.

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Crash testing

- What does the Stryker Power-PRO and Power-LOAD combined meet?
 - AS/NZS 4535:1999 – 24 g forward and 12 g sideways (accelerations lasts minimum 20 milliseconds)
 - BS EN 1789:2007 – 10 g in five directions (acceleration lasts 50 milliseconds)

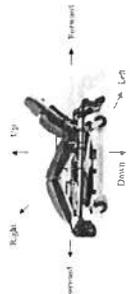


Figure 1. Test directions according to BS EN 1789

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Crash testing

- Power-LOAD system meets dynamic crash test standards for maximized occupant safety
- Crash testing is one of a multitude of tests Stryker puts their products through
- Crash testing helped us determine our ambulance accident policy, but they are not the same

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Ambulance Accident policy

- According to, IEC 60601-1 3rd Edition the minimum safety factor to demonstrate structural integrity throughout the expected service life of the product is four (Table 21, Line No. 2, Case A).
- Several Stryker products have passed testing to BS EN-1789.
- During this dynamic test the cot is loaded with a crash dummy (171 lbs) and subjected to a 10g pulse from five directions with an impact speed between 30 and 32 kph

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Ambulance Accident policy

- Stryker determined that the best way to achieve a 4X safety factor was to reduce both the mass and acceleration by 50%.
- Because the dummy (171lbs) is heavier than the cot, by removing the dummy we can assure at least a 50% reduction in the mass. By limiting the acceleration to 5g we assure a 50% reduction in the acceleration. An example calculation is below for reference.

Mass & Acceleration of Cot	
Mass (Cot + Dummy) * Acceleration (10g) = Maximum Force	
Maximum Force / Safety Factor of 4 = Allowable Force	
1/2 Mass (Cot + Dummy) * 1/2 Acceleration (10g) = Allowable Force	
Cot = 5g = Allowable Force	

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Ambulance Accident

policy



- When the rate in change in velocity is not available (i.e. no g force data), speed of the vehicle(s) can be used in replacement.
- Per a review of the test procedures for FMVSS 208 by NHTSA (National Highway Traffic Safety Administration), impact duration for a vehicle crash into a rigid barrier is between 0.075 - 0.135 seconds.
- Therefore, it is estimated that a vehicle traveling at 8 mph and crashing into a rigid barrier will generate a maximum acceleration of 5 g (with impact duration of 0.075 s).

Speed of Vehicle in Crash
8 mph to 0 mph = 5 g
1/2 Mass (Car + Dummy) * Δ Acceleration (10g) = Allowable Forces
Car + 5g = Allowable Forces





Ambulance Accident

policy



- Stryker will evaluate product(s) within their expected service life when the ambulance accident has <5g acceleration or maximum combined speed of 8mph and there is no patient on the product(s). The criteria established in the Ambulance Accident Policy helps to ensure that the product will continue to perform its intended use for the remainder of its expected service life.





Frequently asked

questions



- Why is Stryker not able to re-certify products when a patient is involved and other cot companies can?
- If a 4X safety factor is required can the guidelines be altered if the acceleration is decreased by more and mass is taken into consideration?
- Ex: Reduce the acceleration by a greater factor while still taking into considering a specific patient weight?





Questions &

answers





stryker

Thank you

Please direct any additional questions to Melissa Maritz
Phone: 268-389-0893
Email: Melissa.Maritz@stryker.com

References
Mkt Lit-1126 Rev B and Mkt Lit-815 Rev A

Sam Bossley
 Associate Marketing Manager – EMS
 3800 E. Centre Ave.
 Portage, MI 49002
 t: 269 389 6628
 sam.bossley@stryker.com



Medical

Date: April, 2015

To Whom It May Concern,

The purpose of this memo is to explain how the minimum criteria of Stryker’s Ambulance Accident Policy were established.

An engineering analysis was performed to compare forces the products experience during internally conducted testing verses those experienced in a minor ambulance accident. This analysis took into account the amount of safety factor required by IEC 60601-1 3rd Edition (section 9.8.2) general requirements for basic safety and essential performance of medical products. A safety factor is a term describing the structural capacity of a system beyond the expected loads or actual loads. According to, IEC 60601-1 3rd Edition the minimum safety factor to demonstrate structural integrity throughout the expected service life of the product is four (Table 21, Line No. 2, Case A).

Several Stryker products have also passed testing to BS EN-1789. During this dynamic test the cot is loaded with a crash dummy (160lb) and subjected to a 10g pulse from six directions which replicate a collision at 30 mph. This test simulates that when the product is subjected to equivalent forces that there will be no sharp edges, projectiles from the cot or fastener, and that the restraint straps can be easily removed. The test is performed on new cots and does not require or determine if the product will perform to intended use for its expected service life after the dynamic test.

Stryker determined that the best way to achieve a 4X safety factor was to reduce both the mass and acceleration by 50%. Because the dummy (160lbs) is heavier than the cot, by removing the dummy we can assure at least a 50% reduction in the mass. By limiting the acceleration to 5g we assure a 50% reduction in the acceleration. An example calculation is below for reference.

Mass & Acceleration of Crash	
Mass (Cot + Dummy) * Acceleration (10g) = Maximum Force	
Maximum Force / Safety Factor of 4 = Allowable Forces	
½ Mass (Cot + Dummy) * ½ Acceleration (10g) = Allowable Forces	➔ ➔
Cot * 5g = Allowable Forces	

When the rate in change in velocity is not available (i.e. no g force data), speed of the vehicle(s) can be used in replacement. Per a review of the test procedures for FMVSS 208 by NHTSA (National Highway Traffic Safety Administration), impact duration for a vehicle crash into a rigid barrier is between 0.075 – 0.135 seconds. Therefore, it is estimated that a vehicle traveling at 8 mph and crashing into a rigid barrier will generate a maximum deceleration of 5 g (with impact duration of 0.075 s).

Speed of Vehicle in Crash	
8mph to 0mph = 5 g	
½ Mass (Cot + Dummy) * ½ Acceleration (10g) = Allowable Forces	➔
Cot * 5g = Allowable Forces	

Therefore Stryker will evaluate product(s) within their expected service life when the ambulance accident has <5g deceleration or maximum combined speed of 8mph and there is no patient on the product(s). The criteria established in the Ambulance Accident Policy helps to ensure that the product will continue to perform its intended use for the remainder of its expected service life.

Please see the Ambulance Accident Memo for further policy criteria and information on the disposition of products involved in an accident that does not meet the minimum criteria for evaluation.

Sincerely,

Sam Bossley

Crash Testing Explained

EMS Equipment

3800 E. Centre Ave.
Portage, MI 49002 U.S.A.
t: 269 389 2100 f: 866 795 2233
toll free: 800 784 4336

www.ems.stryker.com

The front of the ambulance contains protective safety measures including seat belts and air bags. But what about the patient compartment and your patient? While accidents may be unavoidable, the Power-LOAD system meets dynamic crash test standards for maximized occupant safety.

For over a decade, Europe and Australia have used dynamic crash testing to increase safety within the patient compartment. Europe established a 10g test in all six directions (Figure 1) while Australia enacted a 24g forward and 12g sideways requirement. But what does that mean to you? A simplified way to look at the crash testing is in terms of the acceleration (g's), duration (time) and a simulated occupant.

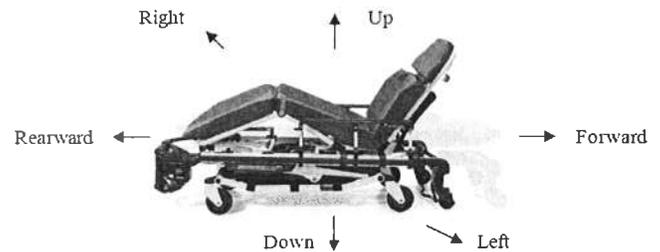


Figure 1. Test directions according to BS EN 1789

G's are a standard unit of acceleration. Acceleration is the rate at which your velocity changes; how fast you speed up or slow down. Rocketing a sports car from 0 to 60 mph in 4.6 seconds (0.59g) will throw you into the back of your seat, while doing the same in a hatchback in 9.1 seconds (0.3g) will not be quite as exciting. So the faster your velocity changes, the higher the acceleration.

For a rough comparison, here's a short list of activities and their associated g levels:

Free floating	0 g
Standing at sea level	1 g
Space Shuttle, maximum during launch/reentry	3 g
Roller coaster	3-5 g
Fighter Jet, typical maximum turn	9 g

Duration indicates how long the acceleration lasts; the longer the duration, the further you are thrown into your seat. For the European test, the 10g acceleration lasts a minimum of 50 milliseconds, while the 24g/12g Australian test has a minimum 20 millisecond duration.

Crash test dummies are test devices which represents a variety of human forms and sizes including men, women, and children. For both the European and Australian tests, a 50th percentile (171 lbs) male test dummy is used.

What constitutes a successful test? For both standards, the patient must remain attached to the cot, and the cot to the fastener. Furthermore, the test cannot create any sharp edges or flying parts which could endanger the patient or caregiver, and it must still be possible to safely extract the patient.

In summary, crash testing is intended to dynamically simulate potential real life forces exerted on the cot and fastener during a crash. This does not cover all circumstances or possible crashes, however, it provides an accepted level of safety within the patient compartment as defined by the European and Australian governments.

Contact your Stryker EMS Account Manager for more information.

References

"Some Typical Examples Of G Forces." <<http://www.gforces.net/a-discussion-on-typical-examples.html>>



will apply.

PURCHASE ORDER

VILLAGE OF PARK FOREST

No: 29455

VILLAGE HALL
350 Victory Drive • Park Forest, IL 60466
(708) 748-1112

TO: Stryker EMS Equipment
Attn: Melissa Martz
3800 E. Centre Ave
Portage MI 49002

Date: January 28, 2016
INVOICE: The Village of Park Forest
Village Hall
Park Forest, IL

SHIP TO: Park Forest Fire Department
156 Indianwood Blvd.
Park Forest, IL 60466

Vendor No.

QUANTITY	DESCRIPTION	ACCOUNT TO BE CHARGED			UNIT PRICE	TOTAL
		PROG.	DEPT.	OBJ.		
1	Power Cot As Per Quote 4653962 Power-Pro XT Power Load Compatible Option Park Forest Ambulance 63 Replacement Power Cot	01-08-00-560	000		\$18,195.84	\$18,195.84
1	Power LOAD System Per Quote 4653967 Park Forest Ambulance 63 Replacement Unit	01-08-00-560	000		\$20,993.58	\$20,993.58
	Emergency replacements due to vehicle accident				TOTAL	\$39,189.42
<small>Please show this Purchase Order Number on your Invoice. Municipalities are not subject to Federal Taxes or State and Municipal Sales Taxes.</small>						

TERMS AND CONDITIONS: (UNLESS OTHERWISE STATED, ALL PRICES ARE F.O.B., PARK FOREST.)

RECEIVED:

Date 1/28/2016
Condition _____
Dept. Head [Signature]

[Signature]
Village Manager



Comprehensive Quotation

Sales Account Manager
 Melissa Martz
 melissa.martz@stryker.com
 Cell: 269-352-0833

Remit to:
 P.O. Box 93308
 Chicago, IL 60673-3308

End User Shipping Address
 1065563
 PARK FOREST FIRE DEPT
 156 INDIANWOOD BLVD
 PARK FOREST, IL 60466

Shipping Address
 1065563
 PARK FOREST FIRE DEPT
 156 INDIANWOOD BLVD
 PARK FOREST, IL 60466

Billing Address
 1065563
 PARK FOREST FIRE DEPT
 156 INDIANWOOD BLVD
 PARK FOREST, IL 60466

Customer Contact	Ref Number	Date	PO Number	Reference Field	Quote Type
	4653962	01/20/2016	QUOTE		STANDARD QUOTE

Line #	Quantity	Item Description	Part #	Unit Price	Extended Price	Item Comments
1.00	1	Power-PRO XT	650600000	\$18,195.84	\$18,195.84	
		Options				
	1	Power-PRO XT	650600000	\$12,941.37	\$12,941.37	
	1	XPS Option	6506040000	\$1,627.29	\$1,627.29	
	1	Power-LOAD Compatible Option	6506127000	\$1,377.81	\$1,377.81	
	1	Knee-Gatch/Trendelenburg	6500082000	\$648.81	\$648.81	
	1	Steer Lock Option	6506038000	\$622.89	\$622.89	
	1	3 Stage IV Pole PR Option	6500315000	\$279.45	\$279.45	
	1	Pocketed Back Rest Pouch	6500130000	\$209.79	\$209.79	
	1	Base Storage Net	6500160000	\$157.95	\$157.95	
	1	Retractable Head Section O2	6085046000	\$149.04	\$149.04	
	1	Head End Storage Flat	6500128000	\$111.78	\$111.78	
	1	Equipment Hook	6500147000	\$42.12	\$42.12	
	1	SMRT Charger Mounting Bracket	6500034000	\$27.54	\$27.54	
	1	Dual Wheel Lock	6086602010			
	1	PR Cot Retaining Post	6085033000			
	1	Power Pro Standard Components	6506026000			
	1	No Runner/HE O2	0054200994			
	1	English Manual	6506600000			
	1	120V AC SMRT Charging Kit	6500028000			
	1	Short Hook	6060036017			
	1	XPS Knee Gatch Bolster Matrss	6500003130			
	1	3 Yr X-Frame Powertrain Wmty	7777881669			
	1	2 Yr Bumper to Bumper Warranty	7777881670			
	1	DOM SHIP (NOT HI, AK, PR, GM)	0054030000			
	1	X-RESTRAINT PACKAGE	6500001430			
	1	STANDARD FOWLER	6506012003			

Note:
 Power-PRO Serial Number141239395 service contract needs to be transfered to this unit as it is being taken out of service.

Product Total	\$18,195.84
Freight	\$0.00
Tax	\$0.00
Total Incl Tax & Freight	\$18,195.84

Signature: _____ Title/Position: _____ Date: _____

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.
Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.
Terms: Net 30 Days. FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-STRYKER.



Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.



Comprehensive Quotation

Sales Account Manager
Melissa Martz
melissa.martz@stryker.com
Cell: 269-352-0833

Remit to:
P.O. Box 93308
Chicago, IL 60673-3308

End User Shipping Address
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PARK FOREST FIRE DEPT
156 INDIANWOOD BLVD
PARK FOREST, IL 60466

Shipping Address
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PARK FOREST FIRE DEPT
156 INDIANWOOD BLVD
PARK FOREST, IL 60466

Billing Address
1065563
PARK FOREST FIRE DEPT
156 INDIANWOOD BLVD
PARK FOREST, IL 60466

Table with 6 columns: Customer Contact, Ref Number, Date, PO Number, Reference Field, Quote Type. Row 1: 4653967, 01/20/2016, QUOTE, STANDARD QUOTE

Main item table with 7 columns: Line #, Quantity, Item Description, Part #, Unit Price, Extended Price, Item Comments. Includes PowerLOAD and Standard Comp 6390 Power Load.

Note:
Power-LOAD serial number 14124066 service contract needs to be transferred to this unit as it is being taken out of service.

Summary table with 2 columns: Description, Amount. Rows: Product Total (\$20,993.58), Freight (\$0.00), Tax (\$0.00), Total Incl Tax & Freight (\$20,993.58)

Signature: _____ Title/Position: _____ Date: _____

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered.
Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.
Terms: Net 30 Days. FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-STRYKER.
Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.

AGENDA BRIEFING

DATE: January 29, 2016

TO: Mayor John Ostenburg
Board of Trustees

FROM: Peter Green, Chief of Police

RE: Acquisition of Two (2) 2016 Ford Utility SUV Police Interceptor

BACKGROUND/DISCUSSION:

The 2015/2016 Police Department budget (Vehicle Services Fund) includes \$102,000.00 in Vehicle Services Fund for the replacement of three police squad vehicles. Attached is the price invoice from Terry Lincoln-Mercury in Peotone for the two 2016 Ford Utility Police Interceptor. Terry's is matching the price for the State purchasing bid cost. The Police Department is very pleased with the Police Utility Interceptors previously purchased. In the past years, the Department has purchased numerous vehicles from Terry Lincoln-Mercury with positive results. It is Staff's intent to purchase the vehicles from Terry Lincoln-Mercury of Peotone.

The amount to be approved is:

(2) White Ford Utility Police Interceptor @ \$57,110.00

This price includes registration and title along with a zero deductible, 5 year / 100,000 mile, Premium Extended Warranty for both vehicles.

Total	\$57,110.00
-------	--------------------

This price leaves sufficient funds for converting and detailing the vehicle within the total budget.

SCHEDULE FOR CONSIDERATION:

This item will appear on the Consent Agenda of the February 15, 2016 Regular Meeting for Board consideration and approval.

Terry's Ford – Fleet Department

363 N. Harlem Avenue

Peotone IL 60468

708-258-2400 Ext. 248

Invoice #28990

Date: January 27, 2016

To: Village of Park Forest/Police Dept.

Re: Purchase of two 2016 Ford Utility Police Interceptors AWD

Oxford White Exterior
All Standard Equipment plus:
Courtesy Lights Disabled (Dark Car) 43D
Key Code 0576X (59F)
Front Headlamp Housing (86P)
Driver Side Spot Lamp (51Y)
Rear Window Power Delete (18W)
Rear Door Locks Inoperable (68G)
Factory Order units (2) identical

\$26,210.00 x 2 units

"MP" Plate/Title \$105 x 2 units

Extended Warranty Premium Care 5 Year/100,000 mile with \$0
deductible \$2,240.00 x 2 units

Total due for 2 units: \$57,110.00

Payment due upon delivery of vehicles.

Thank you!

Linda Sucich
Fleet/Government
Terry's Ford Lincoln-Mercury
363 N. Harlem Avenue
Peotone IL 60468
708-258-2400 Ext. 248
708-258-2357 Fax

VILLAGE OF PARK FOREST

TO: John A. Ostenburg, Mayor
Village Board of Trustees

FROM: Hildy L. Kingma, AICP
Director of Economic Development and Planning

DATE: February 2, 2016

RE: An Ordinance Amending Chapter 6 (“Alcoholic Beverages”), Section 6-49
 (“Number Limited”) of the Code of Ordinances

BACKGROUND/DISCUSSION:

The Village has received applications from Service Sells LLC (to operate as Diamond’s) and BOD Corporation (to operate as Lacey’s Place) to obtain Class A liquor licenses for video gaming cafes to be located at 301 Liberty Drive (former location of Last Minute Copy Shop). This space will be divided into two spaces with a new address to be assigned to one of the spaces by the Post Office.

Under the Village’s liquor licensing ordinance, a Class A liquor license authorizes “the retail sales of alcoholic liquors by a tavern for consumption on the premises and in package quantities for consumption off the premises.” These establishments propose to provide light meals and beer and wine, along with video gaming. Because of the nature of the meals to be provided, the Class A liquor license is the most appropriate classification for these businesses.

Back on December 21st, the local Liquor Commissioner conducted interviews with the owners of each of the proposed new businesses and has found that all license provisions and requirements have been met. As part of this review process, the Police Department conducted background checks. Should either business end up hiring a manager to oversee the business in the place of the owner, this person would need to be screened by the Police Department and interviewed by the Liquor Commissioner.

Note that, in addition to providing for the two additional Class A liquor licenses as described above, the attached Ordinance also confirms the number of liquor licenses in each of the classifications provided for by the Village’s liquor licensing ordinance. On February 16, 2015, the Village Board conducted a First Reading and Rules Meeting discussion of an ordinance to update the liquor license classifications to ensure that they correctly reflected the businesses in operation at the time. For some reason, this item was not brought before the Board for approval at Final Reading. Therefore, the changes noted in the table below were not finalized. The Ordinance to approve a new Class A liquor license for Rinky’s Café was approved in August 2015. This is also shown in the following table.

Class	Description	Number	Issued To	Changes
A	Tavern	3 4	Sapphire Room Dunagains Irish Pub Main St Diner Rinky's Café	The liquor license approved for Heads or Tails (2-14-13) and subsequently changed to Main St Diner (1-26-15) has not been reflected in the Code of Ordinances. Ordinance approved on 8-17-15
B	Liquor Store	1	Stop N Shop II	
C	Drugstore-beer/wine	0	None	
D	Drugstore-all	2	CVS Walgreens	
E	Convenience Store	2 1	7-Eleven	Liquor 4 Less (aka Park Forest Pantry) will be removed from the list as this store has never opened.
F	Grocery Store	0 1	Country Squire Foods	The liquor license approved 9-22-14 has not been reflected in the Code of Ordinances.
G	Restaurant	0	None	
H	Theater House	1 0	To be None	Freedom Hall will be removed from the list as they have chosen to use Dunagains, which has a caterer's license.
I	Caterer	0 1	Dunagains Irish Pub	Approved Tavern and Restaurant license holders are eligible for a Caterer license at no charge. Dunagains' caterer license has not been officially approved by the Board.
J	Recreational Facility	1	Park Forest Tennis & Health Club	
K	Temporary	As issued	As requested	

As shown in the table, a Class F liquor license was approved for Country Squire Foods on September 22, 2014. To date, the owner of the grocery store has not obtained a State liquor license, nor has he submitted an application to renew his Village liquor license for 2016. Therefore, alcoholic beverages are not sold at the grocery store. Village policy has been to discontinue liquor licenses that are not being used. The Village Manager has informed the grocery store owner that unless a full application for renewal of the Village liquor license is submitted, a State liquor license is obtained, and liquor sales are offered at the store by the end of April 2016, the Class F liquor license will be discontinued. The store owner has indicated his desire to meet this deadline and start selling alcoholic beverages at the store.

SCHEDULE FOR CONSIDERATION:

This item will be on the February 15, 2016 Regular Meeting for final reading.

ORDINANCE _____

**AN ORDINANCE AMENDING CHAPTER 6 (“ALCOHOLIC BEVERAGES”),
ARTICLE II (“LICENSES), SECTION 6-49 (“NUMBER LIMITED”)
OF THE CODE OF ORDINANCES, VILLAGE OF PARK FOREST,
COOK AND WILL COUNTIES, ILLINOIS**

WHEREAS, Section 6-49 of the Code of Ordinances, Village of Park Forest, Cook and Will Counties, Illinois (“Village Code”) provides that the number of licenses in effect at any one time for the sale of liquor shall not exceed four (4) for Class A (Tavern) licenses; and

WHEREAS, there are currently four (4) Class A licensees in the Village of Park Forest (“Village”); and

WHEREAS, John McQueeney on behalf of Service Sells, LLC, and Zhu Sheng Chen, on behalf of BOD Corporation (“Applicant #2), have applied for Class A liquor licenses for the property currently known as 301 Liberty Drive, Park Forest, Illinois (“Premises”), which Applications are incorporated herein as though fully set forth; and

WHEREAS, the Village seeks to amend the number of Class A liquor licenses in the Village to six (6) so as to accommodate the opening of these businesses for the sale of alcoholic liquors at the Premises pending the issuance of all applicable licenses and other necessary approvals.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois, in the exercise of the Village’s home rule powers, that:

Section 1. **Recitals Incorporated.** The above recitals are incorporated herein as though fully set forth.

Section 2. **Code of Ordinances Amended.** Chapter 6 (“Alcoholic Beverages”), Article II (“Licenses”), Section 6-49 (“Number Limited”) of the Code of Ordinances of the Village of Park Forest, Cook and Will Counties, Illinois, is hereby amended by adding the following underlined words and deleting the stricken language to read as follows:

ARTICLE II. LICENSES

Section 6-49. Number Limited.

(a) Except as otherwise provided in section 6-55, the number of licenses in effect at any one time for the sale of liquor shall be as follows:

<u>Class</u>	<u>Number of licenses</u>
(1) Class A licenses	4 6
(2) Class B licenses	1 1
(3) Class C licenses	0 0
(4) Class D licenses	2 2
(5) Class E licenses	1 1
(6) Class F licenses	1 1
(7) Class G licenses	0 0
(8) Class H licenses	0 0
(9) Class I licenses	1 1
(10) Class J licenses	1 1
(11) Class K license	as issued

Section 3. Severability and Repeal of Inconsistent Ordinances. If any provision of this Ordinance, or the application of any provision of this Ordinance, is held unconstitutional or otherwise invalid, such occurrence shall not affect other provisions of this Ordinance, or their application, that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision, or application of such provision, is severable, unless otherwise provided by this Ordinance. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

Section 4. Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

Passed this _____ day of _____, 2016.

APPROVED:

ATTEST:

John A. Ostenburg, Mayor

Sheila McGann, Village Clerk