

AGENDA

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

Village Hall

7:00 p.m.

March 28, 2016

Roll Call

1. Intergovernmental Agreement between the Village of Park Forest and the Village of University Park for the Reconstruction of the University Parkway and Crawford Avenue Intersection
2. Resolution Accepting a Loan from the Illinois Housing Development Authority for its Blight Reduction Program
3. Landscape Maintenance Contract Renewal
4. Village Hall Generator and Related Costs
5. Replacement Cardiac Monitor Defibrillator

Mayor's Comments

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Audience to Visitors

Adjournment

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.

AGENDA BRIEFING

DATE: March 22, 2016

TO: Mayor John Ostenburg
Board of Trustees

FROM: Nicholas Christie – Assistant Village Engineer - DPW

RE: Intergovernmental Agreement between the Village of Park Forest and the Village of University Park for the reconstruction of the University Parkway and Crawford Avenue intersection

BACKGROUND/DISCUSSION:

In March of 2015, DPW addressed the Board regarding University Park's reconstruction of University Parkway. This project plans to reconstruct and improve the intersection of Crawford Avenue and University Parkway and a majority of the intersection lies within the municipal bounds of Park Forest. The improvement necessitated the dedication of approximately 17 feet from the former Hidden Meadows property at the northeast corner of the intersection. This property was dedicated in March of 2015 by Park Forest with the understanding that an Intergovernmental Agreement would follow that would govern the allowance for University Park to work within the municipal bounds of Park Forest. The Intergovernmental Agreement is written to address the following:

- 1) Clearly indicate the municipal bounds of the Village of Park Forest
- 2) The Village of Park Forest has no financial obligation for the project
- 3) Additional storm water will not be conveyed to the Village of Park Forest
- 4) Future Maintenance on utility lines installed as a part of this project, specifically the storm sewers and lighting network, are the responsibility of the Village of University Park.
- 5) The Village of Park Forest shall be named as additional insured on all insurance documents.

The attached intergovernmental agreement has been reviewed by Village legal counsel and will be reviewed for approval by the University Park corporate authorities in the first half of April.

RECOMMENDATION: Approve the Intergovernmental Agreement between the Village of Park Forest and the Village of University Park for the reconstruction of the University Parkway and Crawford Avenue intersection.

SCHEDULE FOR DISCUSSION: This item will appear on the Agenda of the Rules/Regular meeting of March 28, 2016 for your consideration.

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE INTERGOVERNMENTAL AGREEMENT
BETWEEN THE VILLAGE OF PARK FOREST AND THE VILLAGE OF
UNIVERSITY PARK FOR THE RECONSTRUCTION OF THE UNIVERSITY
PARKWAY AND CRAWFORD AVENUE INTERSECTION**

WHEREAS, the municipal bounds of the Village of Park Forest include Crawford Avenue, north of the south right of way line of Stuenkel Road (University Parkway), and Stuenkel Road (University Parkway), east of the west right of way line; and

WHEREAS, the Village of University Park wishes to reconstruct the intersection of Crawford Avenue and University Parkway as part of their full University Parkway reconstruction plan; and

WHEREAS, the Village of Park Forest and the Village of University Park wish to enter into an Intergovernmental Agreement to allow and define the conditions of the improvements in the municipal bounds of the Village of Park Forest ; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Park Forest, Cook County and Will County, Illinois, in the exercise of Park Forest's home rule powers that the Intergovernmental Agreement between the Village of Park Forest and the Village of University Park in substantially the form attached hereto be hereby approved and that the Mayor is hereby authorized to execute said agreement.

ADOPTED this **day of _____, 2016.**

APPROVED:

ATTEST:

John A. Ostenburg, Mayor

Sheila McGann, Village Clerk

**AN INTERGOVERNMENTAL AGREEMENT BETWEEN
THE VILLAGE OF PARK FOREST AND THE
VILLAGE OF UNIVERSITY PARK**

This agreement ("Agreement") is made and entered into as of the ___ day of March, 2016 ("Effective Date") between the Village of Park Forest, Illinois, a home rule municipal corporation, ("Park Forest") and the Village of University Park, a home rule municipal corporation ("University Park") (collectively the "Parties").

WHEREAS, the Parties are units of local government and the Constitution of the State of Illinois, (Article VII, Section 10) authorizes units of local governments to contract or otherwise associate among themselves in any matter not prohibited by law or ordinance; and

WHEREAS, Illinois Compiled Statutes, Chapter 5, Act 220, Section 1, *et seq.*, entitled the "Intergovernmental Cooperation Act," provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised jointly with another unit of local government; and

WHEREAS, in conjunction with the Illinois Department of Transportation ("IDOT") and the South Suburban Mayors and Managers Association ("SSMMA"), University Park prepares to reconstruct University Parkway from the Metra Station Endurance to Crawford Avenue as depicted on the plans and specifications prepared by Crawford, Murphy & Tilly Engineers & Consultants for Job No. R-91-013-011 ("Plans"); and

WHEREAS, in order to complete the Project, University Park has requested Park Forest to dedicate certain land owned by Park Forest ("Land"); and

WHEREAS, the Land is described on Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, the Parties acknowledge that this Agreement will serve the respective corporate purposes of the Parties and benefit the residents of Park Forest and University Park.

WHEREAS, the work will take place in the full right of way owned by University Park, with the exception of right of way owned by Park Forest, defined as Crawford Avenue, north of the south right of way line of Stuenkel Road (University Parkway), and Stuenkel Road (University Parkway), east of the west right of way line. In order to complete the Project, University Park has requested Park Forest dedicate an additional piece of land owned by Park Forest ("Land") lying north of the Stuenkel Road (University Parkway) right of way and east of the Crawford Avenue right of way; and

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is agreed by and between the Parties as follows:

1. The foregoing preambles are incorporated herein and constitute a part of this Agreement.

2. It is acknowledged that Park Forest has dedicated the Land for use in connection with the Project, as recorded by the Will County Recorder as document # R2015025150 and is referenced as Exhibit A.

3. University Park shall begin the Project on or before April 1, 2016. Absent circumstances beyond the reasonable control of University Park, the Project shall be completed by November 1, 2016.

4. Park Forest shall not be responsible for the payment of any costs incurred in connection with the Project and University Park shall indemnify and hold Park Forest harmless against any claim for payment of any cost incurred in connection with the Project of any nature whatsoever.

5. The Plans depict the replacement of an existing 36" culvert and 8" tile on Crawford Avenue at Station 402 + 80. University Park warrants to Park Forest that this work will not result in the discharge of storm water to any property owned by Park Forest in excess of the current normal storm water discharge. University Park shall maintain the new culvert in good working order and shall be responsible for any pavement or property restoration caused by sewer failure.

6. The drainage on University Parkway currently drains through storm sewer to Crawford Avenue. This storm sewer is being removed and waters redirected to drain to University Parkway (Stuenkel Road) at Station 207+00. This water outlets to a ditch that flows into a Park Forest owned culvert that crosses University Parkway (Stuenkel Road) and outlets to Park Forest owned property. Attached as Exhibit B is a letter from the design engineer Crawford, Murphy & Tilly, INC. stating the drainage is the same and planned for according to requirements. University Park shall maintain the new culvert and storm sewer within Park Forest right of way in good working order and shall be responsible for any pavement or property restoration caused by sewer failure.

7. University Park will be responsible for all future maintenance of the lighting system installed for this Project.

8. University Park agrees to indemnify, defend, protect and hold harmless Park Forest, its officials, officers, agents, employees and contractors from and against any and all claims, demands, losses, damages, liabilities, fines, charges, penalties, administrative and judicial proceedings and orders, judgments, remedial actions of any kind, all costs and cleanup actions of any kind and all costs and expenses incurred in connection therewith, including reasonable attorney's fees and costs of defense (collectively, the "Losses") directly or proximately resulting from the use, management or possession of the Land or the Project, except to the extent arising from or caused by the willful misconduct of the Village, its officials, officers, employees, agents and contractors.

9. University Park shall obtain and maintain at all times during the term of this Agreement commercial general liability insurance protecting Park Forest in an amount not less than Five Million Dollars (\$5,000,000.00) per occurrence (combined single limit), including bodily injury and property damage and in an amount not less than Five Million Dollars (\$5,000,000.00) annual aggregate for each personal injury liability. Such insurance policies shall name Park Forest as an additional insured for any liability arising in connection with the Project. Coverage shall be in an occurrence basis and in accordance with the limits and provisions specified herein. Claims-made policies are not acceptable. Such insurance shall not be cancelled or materially altered to reduce the policy limits until Park Forest has received at least thirty (30) days advance written notice of such cancellation or change.

9.1 Prior to the commencement of any work pursuant to this Agreement, University Park shall file with Park Forest the required original certificate(s) of insurance with endorsements, which shall clearly state the following:

- a. The policy number, name of insurance company, name and address of the agent or authorized representative, name, address and telephone number of insured, project name and address, policy expiration date and specific coverage amounts; and
- b. Park Forest shall receive thirty (30) days prior notice of cancellation; and
- c. The insurance is primary as respects any other valid or collectible insurance that Park Forest may possess, including any self-insured retentions Park Forest may have and any other insurance Park Forest does possess shall be considered excess insurance only and shall not be required to contribute with this insurance.

9.2 Any insurance policy obtained in accordance with this Agreement shall be issued by insurance companies or cooperatives authorized to conduct business in the State of Illinois subject to the approval of Park Forest which shall not be unreasonably withheld.

9.3 Any deductibles or self-insured retentions must be stated on the certificate(s) of insurance, which shall be sent to and approved by Park Forest. "Cross liability", "severability of interest" or "separation of insured's" clauses shall be made a part of the commercial general liability and commercial automobile liability policies.

10. This Agreement shall not be assigned by either Party without the express written consent of the other Party, which consent may be withheld, in the sole discretion of the other Party.

11. This Agreement is binding upon the successors and assigns of the Parties by both Parties.

12. If any one or more of the provisions of this Agreement shall be held by a court of competent jurisdiction in a final judicial action to be void, voidable, or unenforceable, then this entire Agreement shall be null and void.

13. The waiver by either party of any breach or violation of any provision of this Agreement shall not be deemed to be a waiver or a continuing waiver of any subsequent breach or violation of the same or any other provision of this is Agreement.

14. Each party to this Agreement represents and warrants that it has the full right, power, legal capacity, and authority to enter into and perform its respective obligations hereunder and that such obligations shall be binding upon such party without the requirement of the approval or consent of any other person or entity in connection herewith.

15. This Agreement contains the entire understanding between the Parties with respect to the subject matter herein. There are no representations, agreements, or understandings (whether oral or written) between or among the Parties relating to the subject matter of this Agreement which are not fully expressed herein.

16. This Agreement creates no rights, title or interest in any person or entity whatsoever, whether under a third party beneficiary thereof or otherwise, other than the Parties.

17. This Agreement may be executed in counterparts. Facsimile signatures shall be sufficient.

18. Under no circumstances shall this Agreement be construed as one of agency, partnership, joint venture or employment between the Parties. The Parties shall each be solely responsible for the conduct of their respective officers, employees and agents in connection with the performance of their obligations under this Agreement.

19. Any notice or demand required or permitted hereunder shall be in writing and shall be deemed duly served if mailed by prepaid registered or certified mail, return receipt requested, or personally delivered with evidence of receipt, addressed as follows:

To Park Forest: Village of Park Forest
350 Victory Drive
Park Forest, Illinois 60466
Attn: Village Manager
708-748-1112

To University Park: Village of University Park
698 Burnham Drive
University Park, Illinois
60484 Attn: Village Manager
708-534-6451

or to such address or such other parties as the parties may from time to time designate by notice as provided herein. Notices shall be deemed effectively given as of the date which are two (2) business days following the date of postmarking by the U.S. Postal Service or as of the date of delivery, if hand or personally delivered.

IN WITNESS WHEREOF, and in order to bind themselves legally to the terms and conditions of this Agreement, the duly authorized representatives of the Parties have executed this Agreement as of the Effective Date.

Village of University Park, an Illinois
municipal corporation,

By: _____
Mayor Vivian E. Covington

Village of Park Forest, an Illinois municipal
corporation,

By: _____
Mayor John A. Ostenburg



CONSULTANTS

PREPARED BY:
CRAWFORD MURPHY & TILLY
550 N. Commons Dr., Suite 116
Aurora, IL 60504

MAIL TO:
Village of Park Forest
Department of Public Works
350 Victory Dr.
Park Forest IL 60466

OWNER

VILLAGE OF PARK FOREST, ILLINOIS DEDICATION MAP

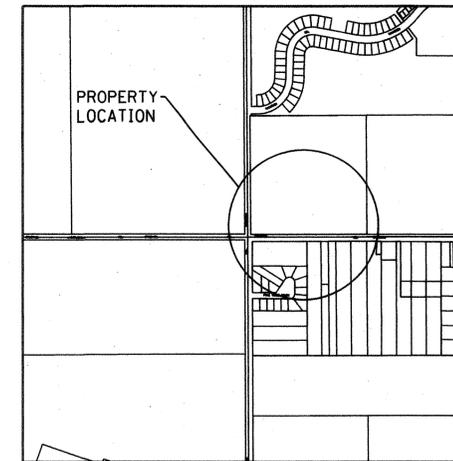
MARK DATE DESCRIPTION

PROJECT NO: R-91-013-11
CAD DWG FILE: \plat of dedication_1J60026.dgn
DESIGNED BY: MJO
DRAWN BY: MJO
CHECKED BY:
APPROVED BY:
COPYRIGHT: CRAWFORD, MURPHY & TILLY, INC. 2015

SHEET TITLE

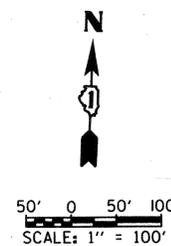
SHEET 1 OF 1

LOCATION MAP



COPY

R2015025150
KAREN A. STUKEL
WILL COUNTY RECORDER
RECORDED ON
03/25/2015 9:17:42 AM
REC FEE: 41.75
IL RENTAL HSNQ:
PAGES: 1
DB



PLAT OF DEDICATION

PART OF THE SOUTHWEST QUARTER OF SECTION 2, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, WILL COUNTY, ILLINOIS. BEARINGS AND DISTANCES BASED ON THE ILLINOIS STATE PLANE COORDINATE SYSTEM, EAST ZONE, NAD83 (1986 ADJUSTMENT), WITH A COMBINED FACTOR OF 1.0000254347, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER; THENCE ON AN ASSUMED BEARING OF NORTH 01 DEGREES 13 MINUTES 57 SECONDS WEST, ON THE WEST LINE OF SAID SOUTHWEST QUARTER, 403.22 FEET; THENCE NORTH 88 DEGREES 45 MINUTES 50 SECONDS EAST, 50.00 FEET TO A POINT 11.50 FEET NORMALLY DISTANCE EAST OF THE EXISTING EAST RIGHT OF WAY OF CRAWFORD AVENUE; THENCE SOUTH 01 DEGREES 13 MINUTES 57 SECONDS EAST ON A LINE 50.00 FEET EAST OF THE EAST LINE OF SAID SECTION 2, 333.48 FEET; THENCE SOUTH 46 DEGREES 05 MINUTES 09 SECONDS EAST, 28.36 FEET TO A POINT 17.00 FEET NORMALLY DISTANT NORTHERLY OF THE EXISTING NORTHERLY RIGHT OF WAY LINE OF STUENKEL ROAD; THENCE NORTH 89 DEGREES 03 MINUTES 47 SECONDS EAST, ON A LINE 17.00 FEET NORTHERLY OF AND PARALLEL WITH SAID EXISTING NORTHERLY RIGHT OF WAY LINE, 837.62 FEET; THENCE SOUTH 00 DEGREES 56 MINUTES 06 SECONDS EAST, 50.00 FEET TO THE SOUTH LINE OF SAID SOUTHWEST QUARTER; THENCE SOUTH 89 DEGREES 03 MINUTES 47 SECONDS WEST, ON SAID SOUTH LINE, 907.36 FEET TO THE POINT OF BEGINNING.

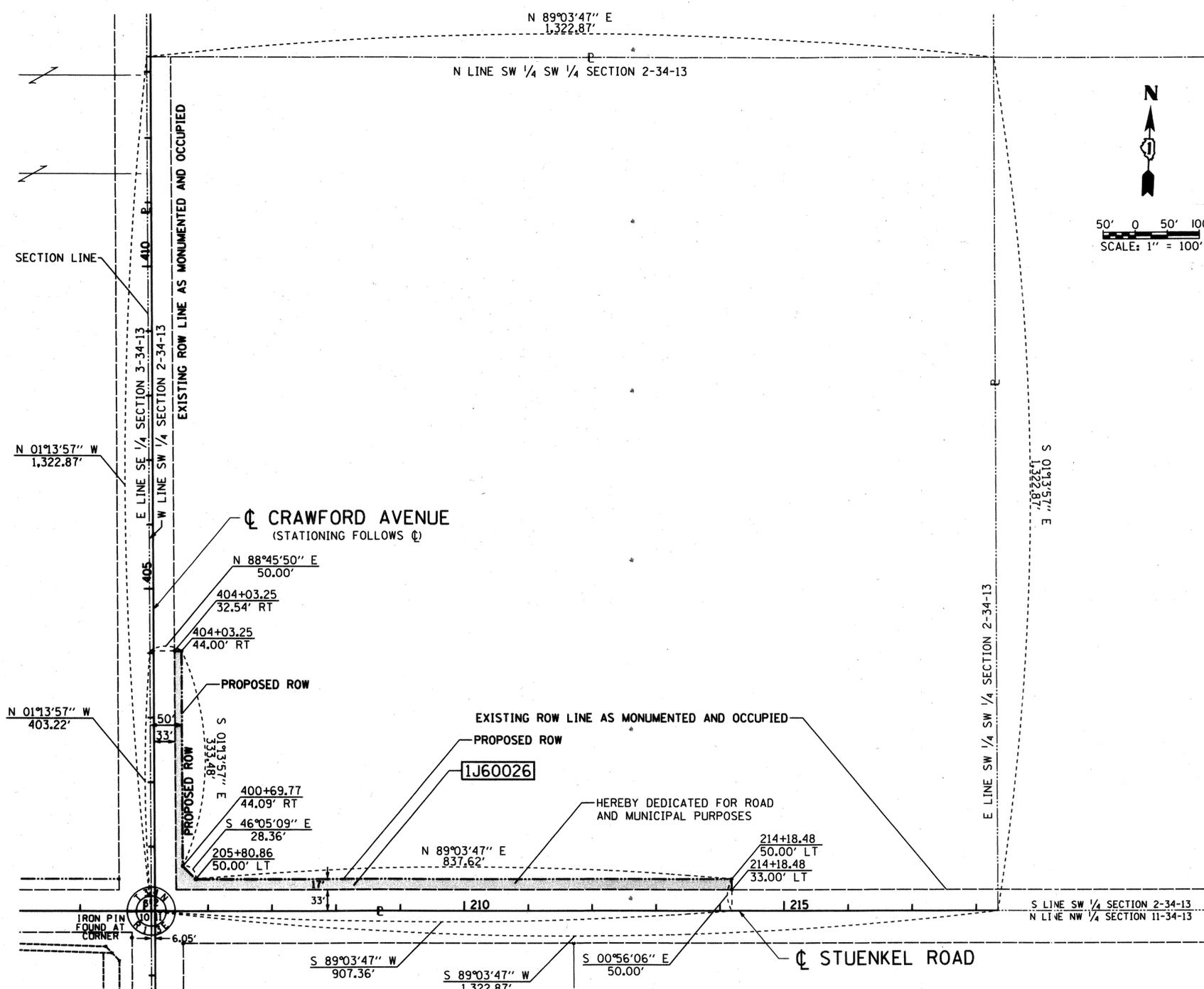
SAID PARCEL 1J60026 CONTAINS 1.452 ACRES, OF WHICH 1.017 ACRES, MORE OR LESS, HAS BEEN PREVIOUSLY USED OR DEDICATED FOR HIGHWAY PURPOSES.

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

WE, CRAWFORD, MURPHY & TILLY, INC. AN ILLINOIS PROFESSIONAL DESIGN FIRM LAND SURVEYING CORPORATION, NUMBER 184-000613 HEREBY CERTIFY THAT THIS PLAT OF DEDICATION FOR ROADWAY PURPOSES HAS BEEN PREPARED UNDER MY SUPERVISION AND THAT THIS PLAT IS A TRUE AND CORRECT REPRESENTATION THEREOF. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMALS THEREOF.

DATED THIS 15TH DAY OF March, 2015

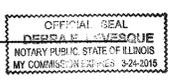
COREY E. WORTHEL
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-3440
CRAWFORD, MURPHY & TILLY, INC.
MY LICENSE EXPIRES 11/30/2016



NOTARY
STATE OF ILLINOIS)
COUNTY OF COOK) SS.
COUNTY OF WILL)

I, DEBRA E. LEVESQUE
A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT JOHN OSTERBURG, PERSONALLY KNOWN TO ME TO BE THE SAME PERSON WHOSE NAME IS SUBSCRIBED TO THE ABOVE CERTIFICATE, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE SIGNED THE ABOVE CERTIFICATE AS HIS OWN FREE AND VOLUNTARY ACT AND DEED FOR THE USES AND PURPOSES HEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS 23 DAY OF March, A.D. 2015
Debra E. Levesque
NOTARY PUBLIC
MY COMMISSION EXPIRES 3-24-15



OWNER'S CERTIFICATE
STATE OF ILLINOIS)
COUNTY OF COOK) SS.
COUNTY OF WILL)

WE, THE VILLAGE OF PARK FOREST, DO HEREBY CERTIFY THAT AS OWNER OF THE ABOVE DESCRIBED PROPERTY HAVE CAUSED SAID PROPERTY TO BE SURVEYED AND DEDICATED AS SHOWN ON THE HEREON DRAWN PLAT.
DATED March 23, 2015, A.D. 2015
John Osterburg

APPROVAL OF VILLAGE BOARD
STATE OF ILLINOIS)
COUNTY OF COOK) SS.
COUNTY OF WILL)

APPROVED BY THE MA'OR AND BOARD OF TRUSTEES OF THE VILLAGE OF PARK FOREST, COOK & WILL COUNTIES, ILLINOIS, AT A MEETING HELD ON THE 23rd DAY OF March, A.D. 2015
BY: John Osterburg
MAYOR
ATTEST: Maika C. McLean
VILLAGE CLERK

VILLAGE CLERK'S CERTIFICATE
STATE OF ILLINOIS)
COUNTY OF COOK) SS.
COUNTY OF WILL)

I HEREBY CERTIFY THAT I FIND NO DEFERRED INSTALLMENTS OF OUTSTANDING UNPAID SPECIAL ASSESSMENTS DUE AGAINST THE ABOVE DESCRIBED PROPERTY.
DATED: 3/23/2015, A.D. 2015
BY: Maika C. McLean
VILLAGE CLERK

Plot: \\msh\msh\GIS\Projects\160026.dgn



May 27, 2015

Jerry Townsend
Village of University Park
698 Burnham Drive
University Park, Illinois 60484

*Re: 14220-01-00 University Parkway – Metra Commuter Parking to Crawford Ave. (Section 3)
Drainage Statement*

Dear Mr. Townsend,

We are submitting the following drainage statement for Section 3 of the University Parkway Improvement project.

“To the best of our knowledge and belief, the drainage of surface waters from the road right of way are draining to the same watershed in the existing and proposed conditions. The outlet storm sewer drains to a public road right of way and into a tributary of Thorn Creek. The surface waters are planned for in accordance with generally accepted engineering practices following the drainage requirements in effect at the time of the design.”

Should you have any questions, or require any additional information, please contact me at 630-820-1022.

Sincerely,

CRAWFORD, MURPHY & TILLY, INC.

A handwritten signature in blue ink that reads "Chris Dagiantis".

Chris Dagiantis, P.E.
Senior Engineer

AGENDA BRIEFING

DATE: March 23, 2016

TO: Mayor John Ostenburg
Board of Trustees

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

RE: Resolution Accepting a Loan from the Illinois Housing Development Authority for its Blight Reduction Program

BACKGROUND/DISCUSSION:

The Village, in partnership with the South Suburban Land Bank and Development Authority (SSLBDA), has received \$805,000 in funding from the second round of the Blight Reduction Program (BRP). This grant will allow for the acquisition and demolition/deconstruction of a minimum of 23 vacant/blighted houses, “greening” of the lots, and maintenance until a final use is identified. “Greening” might include such green infrastructure measures as rain gardens, native landscaping, or drainage swales. All houses to be demolished/deconstructed will be located in the Eastgate neighborhood. The grant will also allow the Village to work with OAI, Inc., the Delta Institute, the Building Materials Reuse Association, and the Cook County Sheriff’s Office RENEW (Restoring Neighborhoods Workforce) program to provide job training that focuses on deconstruction and green infrastructure skills.

The attached Resolution, which was prepared by IHDA legal staff, describes the loans to be made to the SSLBDA, as the Village’s not-for-profit partner, as well as the requirements for entering into a tri-party agreement with the SSLBDA and IHDA and obtaining refinancing through the BRP Program. This is the same Resolution which was presented to the Board, and approved, for the first round of BRP funding. The Village’s Attorney reviewed the Resolution at that time. In the first round, the Village received \$350,000 for the acquisition, deconstruction, and greening of a minimum of 10 vacant, blighted houses. To date, two houses have been deconstructed with that funding, and a contract has been awarded for the deconstruction of two additional houses.

Note that, in the case of the BRP Program, the “Loan” that the Village is required to make to the SSLBDA will be in the form of the BRP funds that have been awarded to the Village from IHDA. The “Refinancing” that is required by IHDA will occur after the demolition/deconstruction and greening is completed. At that time, the terms of this grant require that a lien is placed on each property to cover the cost of demolition/deconstruction, greening, maintenance and administration. The lien must be repaid to IHDA only if the property is sold for redevelopment within three years after demolition/deconstruction. Otherwise, the lien is fully forgiven by IHDA after the three year period.

SCHEDULE FOR CONSIDERATION: This item will appear on the Rules and Regular Meeting agendas of March 28, 2016 for Board discussion and consideration.

RESOLUTION NO.

**A RESOLUTION OF THE VILLAGE OF PARK FOREST
ACCEPTING A LOAN FROM THE ILLINOIS HOUSING DEVELOPMENT
AUTHORITY FOR ITS BLIGHT REDUCTION PROGRAM**

WHEREAS, the Village of Park Forest (the “Village”) is deeply concerned about the housing foreclosure crisis and the consequences for communities of the corresponding rise in vacant and abandoned properties; and

WHEREAS, in the spring of 2014, the Illinois Housing Development Authority (IHDA) created the Blight Reduction Program (BRP) to decrease preventable foreclosures and stabilize neighborhoods by supporting Illinois units of government and their not-for-profit partners as they target blighted, vacant residential properties for demolition/deconstruction, greening and eventual reuse or redevelopment; and

WHEREAS, BRP requires applicants to be an Illinois unit of government and requires that the applicant partner with a local not-for-profit agency in the application and implementation of program activities; and

WHEREAS, after careful review of the program requirements, the Village determined that collaborative partnerships with the South Suburban Land Bank and Development Authority (the “SSLBDA”) and OAI, Inc. would be effective partnerships to remediate blight through strategic demolitions/deconstructions and greening of property in the community; and

WHEREAS, the Village will enter into an agreement with and make a loan to the SSLBDA and OAI (the “Loan”) to acquire, demolish/deconstruct, green and maintain certain blighted, vacant residential units, all in accordance with the terms and conditions set forth in the agreement with the SSLBDA and OAI (the “SSLBDA Agreement”); and

WHEREAS, the Illinois Housing Development Authority (IHDA) has awarded the Village up to \$805,000 in BRP funds as a loan from IHDA through the BRP to assist in refinancing the loan made to the SSLBDA for the costs associated with the acquisition, demolition/deconstruction, greening and maintenance of specific vacant, blighted residential units for the eventual reuse and redevelopment of those properties (the “Refinancing”); and

WHEREAS, as a requirement of the IHDA BRP Loan, the Village must also enter into a tri-party agreement with the SSLBDA/OAI, Inc. (acting together as the Not-for-Profit Partner) and IHDA outlining the roles and responsibilities of each entity (the “Agreement”).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois, in the exercise of their home rule authority, as follows:

Section 1: The Village of Park Forest is authorized to participate in the Blight Reduction Program, including, but not limited to entering into the SSLBDA Agreement, making the Loan

to the SSLBDA, undertaking the obligations of the program applicant, and proceeding with the Refinancing.

Section 2: The Village agrees to make the Loan to the SSLBDA for the acquisition, demolition/deconstruction, greening and maintenance of specific blighted, vacant residential units for the eventual reuse and redevelopment of those properties and will work with the SSLBDA as the program applicant to obtain the Refinancing.

Section 3: The Village is hereby authorized and empowered to execute and deliver in the name of or on behalf of the Village of Park Forest, the SSLBDA Agreement, the Agreement, and any and all amendments, modifications and supplements thereto, and to execute and deliver such additional documents, instruments and certificates, as may be necessary or desirable for the Village to perform its obligations under either of the SSLBDA Agreement and the Agreement.

Section 4: The Village Manager is directed and authorized to executive such documents necessary for carrying out the Blight Reduction Program, and, when necessary, the Village Clerk is directed and authorized to attest the signature of the Village Manager.

Section 5: The Village Manager is also authorized to provide such additional information that may be required to fulfill the obligations of the grant.

Section 6: This Resolution shall be in full force and effect from and after its passage, approval, and publication as provided by law.

PASSED this _____ day of _____, 2016.

APPROVED:

ATTEST:

Mayor

Village Clerk

AGENDA BRIEFING

DATE: March 22, 2016

TO: Mayor John Ostenburg
Board of Trustees

FROM: Robert Gunther
Director of Recreation & Parks

RE: Landscape Maintenance Contract Renewal

BACKGROUND/DISCUSSION:

Mowing contracts approved by the Board in 2015 include the option to renew them annually for two additional years, per approval of both parties. Last season's mowing was divided into two contracts and awarded to two companies. Propst Lawn Maintenance was awarded Areas 1 – 10, which includes the municipal buildings and other high visibility locations and Suburban Landscaping was awarded Areas 12 – 18 which includes vacant lots and various commercial properties. Overall staff was satisfied with the performance of each company during the 2015 season and has spoken with representatives of both companies and each is willing to renew the original contracts, under the same terms and conditions.

Staff recommends that the contract for mowing Areas #1- #10 be awarded to Propst Lawn Maintenance. Weekly cost to be \$1,420.00 with a \$41,180.00 anticipated season cost. Staff also recommends that the contract for Areas #12 - #18 be awarded to Suburban Landscaping. Weekly cost to be \$2,406.4 and an anticipated season cost of \$36,096.30. Season costs are expected to be higher this year as the weather is warming and mowing operations will begin sooner than the past two seasons. Anticipated seasonal cost for all areas combined is \$77,276.30, depending on the total number of weeks.

Attached are letters from each company agreeing to a contract renewal.

SCHEDULE FOR CONSIDERATION:

This matter will be on the March 28th Rules and Regular Meeting agendas for Board discussion, consideration and approval.



Dear Rob,

per our conversation on or about 2/29/16, this letter is to acknowledge that Propst Lawn Maintenance would be happy to continue providing lawn maintenance service to the Village of Park Forest for the 2016 mowing season. Under the same terms and conditions of our previous contract dated 4/22/15.

Thank you,

James B. Propst

A handwritten signature in black ink, appearing to read "James B. Propst", is written over the typed name.

General Manager
Propst Lawn Maintenance

DATE: 3/7/16



P.O. Box 1145 • Homewood, Illinois 60430-0145
IL (708) 799-6228 • IN (219) 736-6228
www.SuburbanLandscaping.net

March 21, 2016

Village Of Park Forest
Mr. Rob Gunther

RE: Renewal of Maintenance Contract For 2016

Rob,

We would be happy to renew with the Village of Park Forest for the 2016 season.

Additionally, we will revise our billing of the account to meet your needs. We could hand deliver, email or regular mail the bills, which ever you would prefer. Also, the duplicate bills were sent intentionally by our billing department, a standard follow-up measure that we will forgo for the Village of Park Forest.

We appreciate the business and look forward to another season with the Village of Park Forest.

Sincerely,

A handwritten signature in black ink, appearing to read 'Al Luke', written in a cursive style.

Al Luke
Suburban Landscaping

AGENDA BRIEFING

DATE: March 23, 2016

TO: Mayor John Ostenburg
Board of Trustees

FROM: Robert Gunther
Director of Recreation & Parks

RE: Village Hall Generator and Related Costs

BACKGROUND/DISCUSSION:

Several area wide electrical failures in the past few years have brought to the fore the need to install an emergency generator for the Village Hall. To address this need, the current budget includes \$185,000 for this purpose. Staff established this budget number after receiving a proposal from an area electrical contractor in 2014.

This spring, Staff solicited proposals from five area electrical contractors and generator installation companies. These bids are enumerated in the table below.

Company	Chicago Heights Carrier Electric Co.	Phillips Electric, Inc.	Hickey Electrical Contractor	Power Solutions Pluss	Kreyke Electrical Inc.
Amps	600	520	530	521	400
KW	150	150	150	150	124
Transfer Switch	1200 amp	1200 amp	800 amp	1200 amp	1200
Concrete Pad & Enclosure	Yes	Yes	Yes	Yes	Yes
Fuel Type	Outdoor Diesel	Natural Gas	Outdoor Diesel	Outdoor Diesel	Outdoor Diesel
Run Time	45.5 hr.	N/A	Not specified	35 hr.	18
Bid cost	\$ 97,864.00	\$ 155,560.00	\$ 157,450.00	\$ 86,995.00	\$ 89,615.00
					(plus \$6,195 to rent a portable generator during installation)

Staff recommends awarding this project to Power Solutions Pluss of St Ann for the sum of \$86,995.00 plus a 10% contingency of \$8,699.00, for a project total of \$95,694.00.

To complete the electrical connection to Village Hall, a section of walk to the door in the southwest corner must be removed. Staff is proposing that this project be expanded to include reconfiguring the entire walk to this door, removing the walk that runs east/west between the two doors, some landscape screening of the new generator and upgrading the landscape on the south façade of Village Hall. This would include additional fence to screen the HVAC equipment.

Essentially, this is the front door to Village Hall and these improvements will enhance the entrance and soften the utilitarian look it now has; it is also in keeping with the interior upgrades that are in progress. Staff has received a proposal of \$7,085.00 from Dutch Barn Landscape Contractors for the landscape work. Dutch Barn Landscape is the company that designed and installed the recent landscape upgrades to the Park Forest Library. Concrete removal and replacement is estimated to be another \$7,915.00. Staff proposes to add the landscape and concrete work at a cost not to exceed \$15,000.00; bringing the total project cost to \$110,694.00.

SCHEDULE FOR CONSIDERATION: This item will appear on the Rules and Regular Meeting agendas of March 28, 2016 for board discussion, consideration and approval.

BLUE STAR

Power Systems Inc.

Diesel Product Line

208-600 Volt

JD150-01

60 Hz / 1800 RPM

150 kWe / 140 kWe

Standby / Prime

Ratings

	240V	208V	240V	480V	600V
Phase	1	3	3	3	3
PF	1.0	0.8	0.8	0.8	0.8
Hz	60	60	60	60	60
Generator Model	431CSL6206	431CSL6202	431CSL6202	431CSL6202	431PSL6240
Connection	12 LEAD ZIG-ZAG	12 LEAD WYE	12 LEAD DELTA	12 LEAD WYE	4 LEAD WYE
Standby					
kWe	150	150	150	150	150
AMPS	625	521	452	226	181
Temp Rise	130°C / 27°C	130°C / 27°C	130°C / 27°C	130°C / 27°C	130°C / 27°C
Prime [Only Available For Mobile Applications]					
kWe	140	140	140	140	140
AMPS	583	486	421	211	169
Temp Rise	105°C / 40°C	105°C / 40°C	105°C / 40°C	105°C / 40°C	105°C / 40°C

Standard Equipment

Engine

- ▶ Radiator Cooled Unit Mounted (50°C)
- ▶ Blower Fan & Fan Drive
- ▶ Starter & Alternator
- ▶ Oil Pump & Filter
- ▶ Oil Drain Extension w/Valve
- ▶ Governor - Electronic Isochronous
- ▶ 12V Battery System & Cables
- ▶ SAE Flywheel Housing
- ▶ Air Cleaner (Dry Single Stage)
- ▶ Flexible Fuel Connectors
- ▶ EPA Certified - Tier 3

Generator

- ▶ Brushless Single Bearing
- ▶ Automatic Voltage Regulator
- ▶ ± 1.0% Voltage Regulation
- ▶ 4 Pole, Rotating Field
- ▶ 130°C Standby Temperature Rise
- ▶ 105°C Prime Temperature Rise
- ▶ 100% of Rated Load - One Step
- ▶ 5% Maximum Harmonic Content
- ▶ NEMA MG 1, IEEE and ANSI standards compliance for temperature rise

Additional

- ▶ UL 2200 Listed
- ▶ cUL Listed
- ▶ Microprocessor Based Digital Control
- ▶ Base - Formed Steel
- ▶ Main Line Circuit Breaker Mounted & Wired
- ▶ Critical Grade Silencer Mounted
- ▶ Battery Charger 12V 6 Amp
- ▶ Jacket Water Heater -20°F 2000W 240V w/Isolation Valves
- ▶ Vibration Isolation Mounts
- ▶ Radiator Duct Flange (OPU Only)
- ▶ Single Source Supplier
- ▶ 2YR / 2000HR Standby Warranty
- ▶ 1YR / 1500HR Prime Warranty
- ▶ Standard Colors - White / Tan / Gray



Diesel Product Line

150 kW / 140 kW



Application Data

Engine

Manufacturer:	John Deere	Displacement - Cu. In. (lit):	415 (6.8)
Model:	6068HF285	Bore - in. (cm) x Stroke - in. (cm):	4.19 (10.6) x 5.0 (12.7)
Type:	4-Cycle	Compression Ratio:	19.0:1
Aspiration:	Turbo Charged, CAC	Rated RPM:	1800
Cylinder Arrangement:	6 Cylinder Inline	Max HP Stby (kWm):	237 (177)

Exhaust System

	Standby	Prime
Gas Temp. (Stack): °F (°C)	981 (527)	981 (527)
Gas Volume at Stack Temp: CFM (m³/min)	1,158 (32.8)	1,104 (31.3)
Maximum Allowable Exhaust Restriction: in. H2O (kPa)	30.0 (7.5)	30.0 (7.5)

Cooling System

Ambient Capacity of Radiator: °F (°C)	122 (50.0)	122 (50.0)
Maximum Allowable Static Pressure on Rad. Exhaust: in. H2O (kPa)	0.5 (0.12)	0.5 (0.12)
Water Pump Flow Rate: Gpm (lit/min)	48.0 (182)	48.0 (182)
Heat Rejection to Coolant: BTUM (kW)	5,407 (94.6)	5,009 (87.7)
Heat Rejection to CAC: BTUM (kW)	1,708 (29.9)	1,508 (26.4)
Heat Radiated to Ambient: BTUM (kW)	2,135 (37.4)	1,992 (34.7)

Air Requirements

Aspirating: CFM (m³/min)	448 (12.7)	427 (12.1)
Air Flow Required for Rad. Cooled Unit: CFM (m³/min)	10,683 (302)	10,683 (302)
Air Flow Required for Heat Exchanger/Rem. Rad. CFM (m³/min)	Consult Factory For Remote Cooled Applications	

Fuel Consumption

At 100% of Power Rating: gal/hr (lit/hr)	11.8 (44.7)	10.9 (41.4)
At 75% of Power Rating: gal/hr (lit/hr)	9.4 (35.5)	8.5 (32.1)
At 50% of Power Rating: gal/hr (lit/hr)	6.9 (26.1)	6.2 (23.5)

Fluids Capacity

Total Oil System: gal (lit)	5.02 (19.0)	5.02 (19.0)
Engine Jacket Water Capacity: gal (lit)	3.14 (11.9)	3.14 (11.9)
System Coolant Capacity: gal (lit)	6.10 (23.1)	6.10 (23.1)

Deration Factors

Rated Power is available up to 10,000 ft (3048 m) at ambient temperatures to 122°F (50°C) standby and prime. Consult factory for site conditions above these parameters.

Diesel Product Line

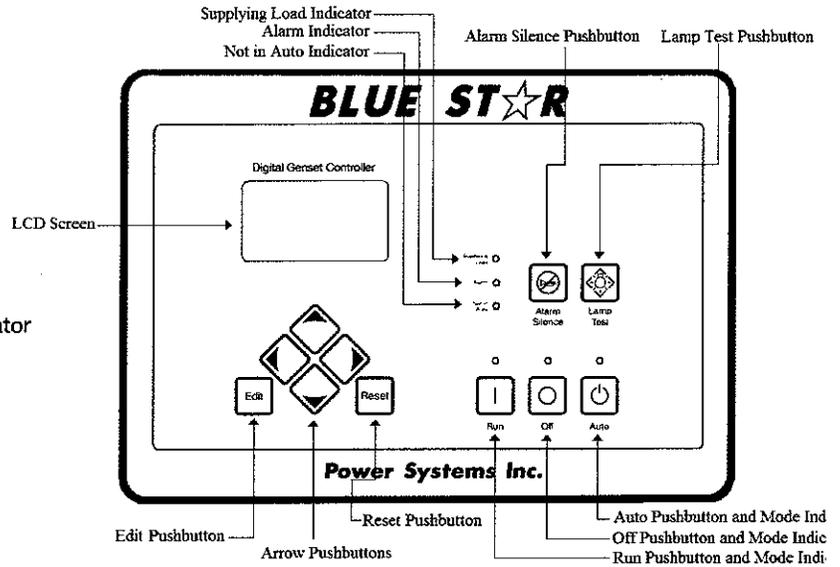
150 kWe / 140 kWe



DGC-2020 Control Panel

Standard Features

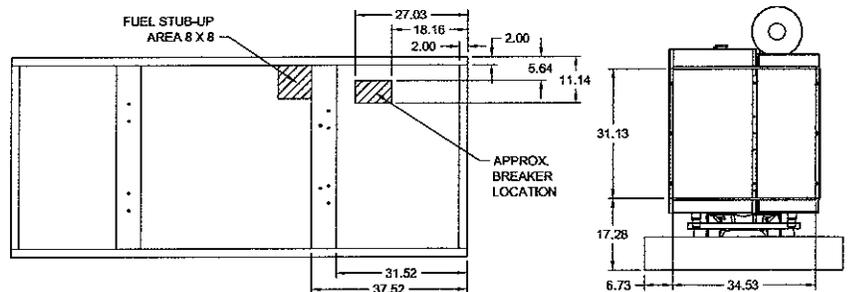
- ▶ Digital Metering
- ▶ Engine Parameters
- ▶ Generator Protection Functions
- ▶ Engine Protection
- ▶ CAN Bus ECU Communications
- ▶ Windows-Based Software
- ▶ Multilingual Capability
- ▶ Remote Communications to RDP-110 Remote Annunciator
- ▶ 16 Programmable Contact Inputs
- ▶ Up to 15 Contact Outputs (7 standard)
- ▶ UL Recognized, CSA Certified, CE Approved
- ▶ Event Recording
- ▶ IP 54 Front Panel Rating with Integrated Gasket
- ▶ NFPA 110 Level 1 Compatible



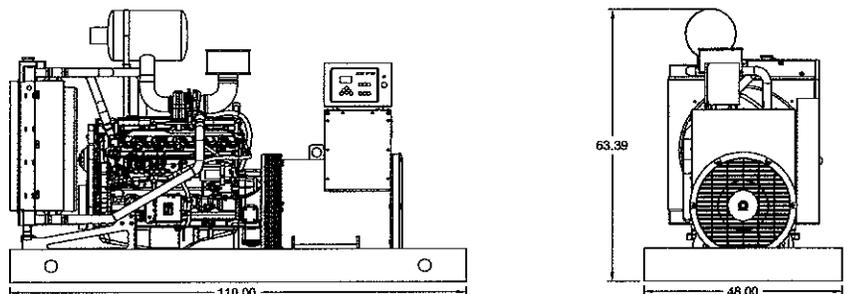
Weights / Dimensions / Sound Data

	L x W x H	Weight lbs
OPU	110 x 48 x 64 in	3350
Level 1	110 x 48 x 82 in	4000
Level 2	110 x 48 x 101 in	4315
Level 3	150 x 48 x 92 in	4450

Height measured from bottom of base to exhaust stack.



	No Load	Full Load
OPU	81 dBA	85 dBA
Level 1	80 dBA	84 dBA
Level 2	79 dBA	83 dBA
Level 3	70 dBA	73 dBA



Drawings based on standard open power 480 volt standby generator. Lengths may vary with other voltages. Subject to change without notice. Sound data as measured at 23 feet (7 meters) in accordance with ISO 8528-10 at standby rating.

Diesel Product Line

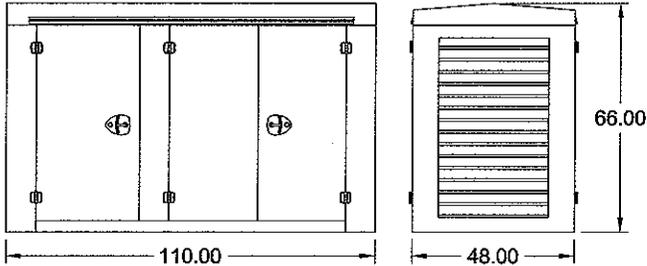
150 kW_e / 140 kW_e



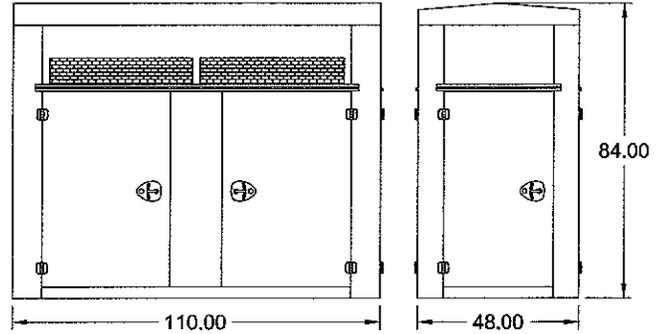
Optional Enclosures and Fuel Tanks

level 1

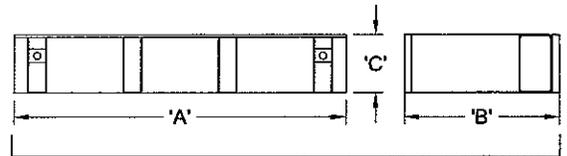
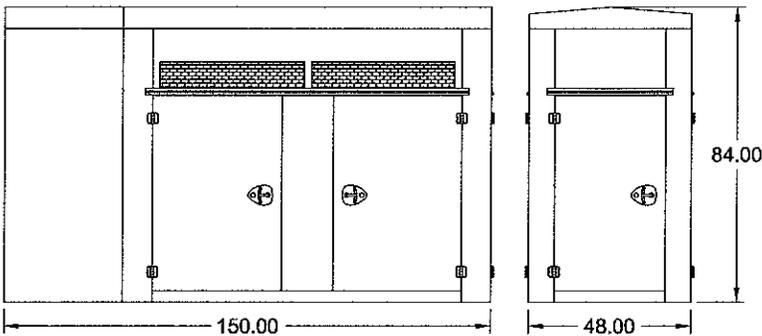
Level 1 Enclosure (WPE)



Level 2 Enclosure (WPF)



Level 3 Enclosure (SAE)



*Level 1 enclosures are 100 MPH Wind Rated as standard (up to 150 MPH available).

**Level 2 & 3 enclosures are 150 MPH Wind Rated as standard.

***Enclosure height does not include unit base or exhaust stack.

Double Wall UL 142 Listed Fuel Tanks

	24 Hour (375 Gallon)			48 Hour (750 Gallon)			72 Hour (1125 Gallon)		
	A	B	C	A	B	C	A	B	C
OPU	110.00	48.00	26.00	150.00	48.00	36.00	230.00	48.00	36.00
Level 1	110.00	48.00	26.00	150.00	48.00	36.00	230.00	48.00	36.00
Level 2	110.00	48.00	26.00	150.00	48.00	36.00	230.00	48.00	36.00
Level 3	150.00	48.00	20.00	150.00	48.00	36.00	230.00	48.00	36.00

*All specification sheet dimensions are represented in inches.

**All enclosures and fuel tanks are based on the standard standby unit configuration. Any deviation can change dimensions.

***Level 1 enclosure not UL listed.

Materials and specifications subject to change without notice.

Distributed By:

American Owned



American Made

Blue Star Power Systems, Inc.

52146 Ember Rd, Lake Crystal, MN 56055

Phone + 1 507 726 2508

www.bluestarps.com

AGENDA BRIEFING

DATE: March 24, 2016

TO: Mayor John Ostenburg
Board of Trustees

FROM: Bruce Ziegler, Fire Chief

RE: Replacement Cardiac Monitor Defibrillator

BACKGROUND/DISCUSSION:

The Fire Department's Squad/Pumper capital budget included the replacement of the oldest of the Department's three cardiac monitor/defibrillators (2 LifePak 12 model units, 1 LifePak 15). Typically, monitor/defibrillators are replaced at the same time as an ambulance for many of the same reason the ambulance is being replaced including, but not limited to, the age of the equipment, increasing maintenance costs associated with older equipment and advances in technology to assist in medical intervention. This LifePak is associated with our primary fire response vehicle which is an Advanced Life Support licensed unit supporting our response needs in the event of multiple responses.

It has been our EMS philosophy over the years to maintain compatibility and interoperability between our units whenever possible. This has served our medical needs well limiting the amount of supplies and duplicate accessories required for operation and back-up purposes. Throughout this time critical items such as the batteries for the units were inter-changeable, helping us to keep our stock of supplies, and thus our costs, as low as possible.

Physio-Control no longer manufactures the LifePak 12 currently in use on our engine; having replaced this model with the updated LifePak 15. At some point in the not too distant future Physio-Control will cease supporting and supplying parts for the LifePak 12 much like they recently did for the older LifePak 500 AED's. This purchase will leave the department with one (1) LifePak 12 still in service at this time. It is anticipated this unit will be replaced with the purchase of the next replacement ambulance planned for the 2017/2018 budget.

Although I have looked at other product lines, at this juncture, it is simply too cost prohibitive to consider moving in a completely different direction. Beyond the financial considerations is the critical need for a seamless transition between LifePak AED's operated by the department to our LifePak monitor/defibrillators during a medical emergency. Unfortunately, this is not practical with a co-mingling of product lines.

With compatibility and interoperability issues in mind, it is my recommendation the Department once again utilize Physio-Control for cardiac monitor/defibrillator needs as a sole source vendor. This strategy continues to make sense from both a financial and operational analysis given our current inventory and longer range strategic plan to modernize equipment. While this sole source designation limits our competitive opportunities, it is significantly offset by the financial and operational advantages maintaining consistency within our cardiac equipment.

In anticipation of your approval of my recommendation, I have taken the liberty of meeting with our regional representative for Physio-Control and obtained a quotation for a new LifePak 15 unit (copy attached). Until the end of the 1st quarter of 2016 the manufacturer is offering an additional \$1,500 for the trade-in of older models; raising the buy-back on our older unit to \$6,500. A breakdown of the LifePak 15 cost and related accessories and trade-in can be seen below.

m Description	List Price	Price Including Discounts
LifePak 15 version 4 adaptively biphasic monitor/defibrillator with pacing, 12-lead, SPO2, B/P and CO monitoring	34,960.00	28,667.20
Accessories including cables, cases, sensors, blood pressure cuffs and batteries	2,058.40	1,703.13
Trade-in of LifePak 12		6,500.00
Shipping & Handling (estimate)		185.00
TOTAL	37,018.40	24,055.34

CONCLUSION:

In conclusion, while this purchase will have a significant impact on our equipment budget for the new Squad/Pumper, it is a necessary piece of equipment at this time. The fire administration looked at providing this vital equipment through our capital purchasing proposal, but this purchase created too much of an impact on other essential proposed purchases. As this device will be utilized to maintain the Advanced Life Support status of the 1st out fire response vehicle, it is appropriate to include this in the equipment cache for the new Squad/Pumper.

I believe the purchase of this equipment through a designated sole source is in the best interest of the department, Village and the citizens. The \$12,963.06 in discounts and trade-in allowance being offered by Physio-Control demonstrates their continued desire to work with us to maintain compatibility and functionality within all of our cardiac related equipment.

I recommend the Village Board accept the proposal from Physio-Control, Inc. of Redmond, Washington for a new LifePak 15 version 4 monitor/defibrillation unit and accessories for the quoted price including discounts and trade-in of \$24,055.34.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Rules and Regular meetings of March 28, 2016, for Board consideration and approval.



Physio-Control, Inc
 11811 Willows Road NE
 P.O. Box 97006
 Redmond, WA 98073-9706 U.S.A.
 www.physio-control.com
 tel 800.442.1142
 fax 800.732.0956

To Chief Bruce Ziegler
 PARK FOREST FD
 156 INDIANWOOD
 PARK FOREST,IL 60466
 7084814549
bziegler@vopf.com

Quote Number 00033074
 Revision # 1
 Created Date 3/21/2016
 Sales Consultant Louis Fini
 FOB Redmond, WA
 Terms All quotes subject to credit approval and the following terms and conditions
 NET Terms NET 30

Promotion (RPTRDQ3)- LP12 to LP15 trade in

Expiration Date 4/29/2016

Product	Product Description	Quantity	List Price	Unit Discount	Unit Sales Price	Total Price
11160-000013	NIBP CUFF BAYONET-REUSEABLE,CHILD	1.00	24.00	-4.32	19.68	19.68
11160-000017	NIBP CUFF BAYONET-REUSEABLE,LARGE ADULT	1.00	33.00	-5.94	27.06	27.06
11171-000049	Rainbow DCI Adt Reusable Sensor, 1/box	1.00	637.00	-114.66	522.34	522.34
11171-000052	LNCS DB1 Adult Soft Reuseable SpO2 Sensor (for use with LNCS Patient Cables)	1.00	335.00	-60.30	274.70	274.70
11260-000039	LIFEPAK 15 Carry case back pouch	1.00	79.20	-14.26	64.94	64.94
11577-000002	LIFEPAK 15 Basic carry case w/ right & left pouches INCLUDED AT NO CHARGE: 11577-000001 Shoulder Strap	1.00	309.20	-55.66	253.54	253.54
11996-000323	Masimo SET Red LNCS Patient Cable - 4 foot	1.00	206.00	-37.08	168.92	168.92
21330-001176	LP 15 Lithium-ion Battery 5.7 amp hrs	1.00	453.60	-81.65	371.95	371.95
99577-001957	LIFEPAK 15 V4 Monitor/Defib, Adaptive Biphasic, Manual & AED, Color LCD, 100mm Printer, Noninvasive Pacing, Metronome, Trending, SpO2, NIBP, 12-Lead ECG, EtCO2, Carbon Monoxide, Bluetooth INCLUDED AT NO CHARGE: 2 PAIR QUIK-COMBO ELECTRODES PER UNIT - 11996-000091, TEST LOAD - 21330-001365, IN-SERVICE DVD - 21330-001486, SERVICE MANUAL CD- 26500-003612 (one per order) and SHIP KIT (RC Cable) 41577-000288 INCLUDED. HARD PADDLES, BATTERIES AND CARRYING CASE NOT INCLUDED.	1.00	34,960.00	-6,292.80	28,667.20	28,667.20
Trade-in product	Trade in of LIFEPAK 12 Biphasic - 3 Feature towards the purchase of Lifepak 15	1.00	0.00	0.00	-6,500.00	-6,500.00

Subtotal USD 23,870.34

Estimated Tax USD 0.00

Estimated Shipping & Handling USD 185.00

Grand Total USD 24,055.34

Pricing Summary Totals

List Price Total	USD 37,037.01
Total Contract Discounts Amount	USD 0.00
Total Discount	USD -6,666.67
Trade In Discounts	USD -6,500.00
Tax + S&H	USD 185.00

GRAND TOTAL FOR THIS QUOTE

USD 24,055.34

PHYSIO-CONTROL, INC. REQUIRES WRITTEN VERIFICATION OF THIS ORDER. A PURCHASE ORDER IS REQUIRED ON ALL ORDERS \$5,000 OR GREATER BEFORE APPLICABLE FREIGHT AND TAXES. THE UNDERSIGNED IS AUTHORIZED TO ACCEPT THIS ORDER IN ACCORDANCE WITH THE TERMS AND PRICES DENOTED HEREIN.

CUSTOMER APPROVAL (AUTHORIZED SIGNATURE)

NAME

TITLE

DATE

Reference Number JY/00732001/93838

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

Village Hall

7:00 p.m.

March 28, 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. Resolution: A Resolution Authorizing an Intergovernmental Agreement between the Village of Park Forest and the Village of University Park for the Reconstruction of the University Parkway and Crawford Avenue Intersection
2. Resolution: A Resolution Accepting a Loan from the Illinois Housing Development Authority for its Blight Reduction Program
3. Motion: A Motion to Approve the Renewal of the Landscape Maintenance Contract
4. Motion: A Motion to Approve the Purchase of a Village Hall Generator and Related Costs
5. Motion: A Motion to Approve the Purchase of a Replacement Cardia Monitor Defibrillator

DEBATABLE:

6. Ordinance: An Ordinance Amending Ordinance NO. 2023 Adopting the Annual Budget for the Year Commencing July 1, 2015 and Ending June 30, 2016 (First 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 Village Mayor and Board of Trustee adopt a resolution approving an Intergovernmental Agreement between the Village of Park Forest and the Village of University Park for the Reconstruction of the University Parkway and Crawford Avenue Intersection
2. MOVED, that the Mayor and Board of Trustees adopt a Resolution Accepting a Loan from the Illinois Housing Development Authority for its Blight Reduction Program
3. MOVED, that the Village Manager is authorized to renew the landscape maintenance contract with Propst Lawn Maintenance to mow Areas #1-#10 in the anticipated season cost of \$41,180; and to contract with Suburban Landscaping for Areas #12-#18 in the anticipated season cost of \$36,096.30.
4. MOVED, that the Village Manager is authorized to contract with Power Solutions Pluss of St Anne, IL for the purchase of a generator for Village Hall at a cost of \$86,995.00 plus a 10% contingency of \$8,699.00 for a total of \$95,694.00; authorize a contract with Dutch Barn Landscape for concrete removal and replacement at a cost not to exceed \$15,000.00 for a total project cost of \$110,694.00
5. MOVED, that the Village Manager be authorized to purchase from Physio-Control, Inc. of Redmond, Washington a LifePak 15 version 4 monitor/defibrillation unit and accessories for the quoted price including discounts and trade-in of \$24,055.34.

March 28, 2016

AGENDA BRIEFING

DATE: March 28, 2016

TO: Mayor John Ostenburg
Board of Trustees

FROM: Mary G. Dankowski, Deputy Village Manager/Finance Director

RE: An Ordinance Amending Ordinance NO. 2023 Adopting the Annual Budget for the Year Commencing July 1, 2015 and Ending June 30, 2016

BACKGROUND/DISCUSSION:

Halfway through the fiscal year, expenses and revenues are analyzed. This occurred at the Financial Update on February 27. After the analysis, the budget should be amended to include revenues that have been received that were not included in the budget, as adopted, and expenses that have, similarly, been incurred that were unexpected. Budget amendments are required for spending authority. Amendments are requested in the following areas: encumbrances, Board directives, grants, adjustments and other initiatives.

Encumbrances

At the end of a fiscal year, departments are asked to identify those projects or funds that were approved by the Board, but not expended. In order to ensure that the funds are available in the next budget, they are assigned. These funds are noted as an assigned fund balance on page 29 of the Village audit. The process recommended by the Village auditors is for the Board to approve the current year expenditure of these funds by Budget amendment.

The following list details those expenditures that were assigned at June 30, 2015 in the General Fund. These items will be (or were) spent in Fiscal 2016.

ADMINISTRATIVE PURPOSES

200,000	IRMA Deductible
20,000	Training -- Computer, Leadership Development
3,625	Sikich - Personnel Manual Review
6,523	Sikich - Performance Management Implementation
527	Environment Commission - Nature Center Steeple
7,949	Senior Commission Initiative
8,108	Youth Commission Initiatives (Net Carnival Proceeds)
20,000	Legal Fees
675,000	ERP System (GEMS Project)
5,000	Other Software Upgrades
3,000	Internal Audit
<u>130,000</u>	Salary Compensation Implementation (1% base salary)
1,079,732	

PUBLIC SAFETY PURPOSE

POLICE

12,000	Training Expense
9,000	Capital (Station Renovations)
<u>28,426</u>	Youth Programs (20% of FY15 Vehicle Seizure Revenue)
49,426	

RECREATION & PARKS PURPOSES

10,000	Police Electrical Panels (3)
10,000	Village Hall Interior Upgrades
1,725	Somonauk Park Design Balance
15,000	LifeCycle Projects / Eastgate Plan
<u>175,000</u>	Resurface Central Park Parking Lot
211,725	

PUBLIC WORKS PURPOSES

138,510	Street Maintenance (formerly Storm Sewers)
<u>15,500</u>	Plow Pad / Storage
154,010	

ECONOMIC DEVELOPMENT PURPOSES

1,000	Design for Resident Brochure
3,000	Innovation District Support
4,267	Civic Leadership Development Academy
2,000	Postage for Resident Brochure
<u>8,000</u>	Printing of Resident Brochure
18,267	

COMMUNITY DEVELOPMENT PURPOSES

10,000	Home Demolition
---------------	-----------------

1,523,160

Similar to encumbrances, DUI fines are reserved for DUI enforcement. In the prior year \$7,105 was identified as a fund balance reserve.

Police \$8,825 – DUI Enforcement

PEG fees are collected for specific cable equipment enhancements. The accumulated fund balance is available for this purpose.

PEG Fees \$114,188

Grants

Fire Department

The Village has received an Enbridge Grant for \$1,000 for the last six years. In Fiscal 2016 an accumulation of grant dollars plus the current year will be spent.

Capital	\$3,000	
Grant Revenue		\$1,000

The Fire Department has been awarded a SAFER Recruitment and Retention Grant.

Part-time POC	\$4,826	
Grant Revenue		\$4,826

The Fire Department has also been awarded a Blue Card Training Grant.

Training	\$5,587	
Grant Revenue		\$5,587

Police

The Police department continues to receive the DOJ Bullet Proof Grant. 2016 activity is expected to be:

Uniform Expenses	\$2,933	
Federal Grant Revenue		\$2,933

Administration

The Village received the third and final year funding of a sustainability coordinator. The Budget Amendment is for July through October.

Professional Services – Manager’s Office	\$22,292	
Grant Revenue		\$22,292

Economic Development

Economic Development is working with IHDA to conduct work related to demolition and site restoration of blighted homes. It is anticipated that the Blight Reduction Program Grant will require the following expenses which will be reimbursed.

Other Professional Services	\$2,551	
Contractual Grounds Maintenance	\$127,648	
Reimbursement		\$130,199

The Village just received notification that it had been awarded, through the South Suburban Land Bank, an additional \$805,000 for blight reduction.

The Abandoned Property Program grant activity for Fiscal 2016 is as follows:

Other Professional Services	\$89,725	
Reimbursement		\$89,725

Recreation and Parks

Recreation and Parks was awarded a grant from the Morton Arboretum.

Capital	\$13,300	
Local Grant Revenue		\$13,300

Health Department

The Health Department is administering a 3 year grant totaling \$16,000 related to the Farmers Market.

Professional Services	\$5,333	
Grant Revenue (Year 1)		\$5,333

Other Adjustments

The Police Department worked with their collection agency staff to secure a license plate reader to assist with collections efforts.

Capital	\$22,175	
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Fire Department

In November 2015 the Village's ambulance was involved in an accident which ultimately requires the replacement of a power cot. These funds will come from insurance deductible fund set aside. The Village will pursue recovery from the vehicle owner involved in the accident.

Capital Outlays	\$39,190	
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Some funds have been received to date

Insurance Settlement	\$12,000
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In addition a second accident with a Matteson ambulance caused a second power cot replacement.

Capital Outlays	\$16,200
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Public Works

The Public Works budget included \$150,000 for the Lincoln Highway fence. Design decisions were made to upgrade the quality of the fence and extend the entire fence length from Indiana past Orchard to the end of the Village limits on Route 30. It is anticipated that the new cost will be \$239,601, requiring the following budget amendment.

Capital Outlays	\$89,601
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Sewer

The Sewer Fund has previously budgeted funds for a wash rack and decanting station. These funds were spent in Fiscal 2016.

Capital Outlays	\$116,046
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DownTown

DownTown previously budgeted window replacement. These funds were spend in Fiscal 2016.

Capital Outlays	\$45,000
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Fund Balances

The Village Board approved the following transfers of General Fund balances to Capital Projects.

Westwood Traffic Signal	\$300,000
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Eastgate Redevelopment	\$477,800
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The Village has made repeated attempts to distribute impact fees to School District 227 who never executed the Intergovernmental Agreement required. The Village has been holding fees since 2006.

Misc. Revenue	\$9,550
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Transfer Capital Project	\$9,550
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TIF

A Dollar General Property Tax Rebate for 2016 is anticipated.

Property Tax rebate	\$119,952
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Recreation and Parks

Recreation and Parks has seen a continued increase in expense and revenue related to programming.

Professional Services	\$45,000
Program Revenue	\$45,000

Community Development Department

The Community Development Department has allocated additional Part-time Staff to the Housing Authority in order to help them keep up with the quantity of voucher activity.

Part-time Salaries including FICA & IMRF	\$20,000
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Salary Study Implementation

The salary study approved and conducted last fiscal year requires the following adjustments to salaries.

General Fund	
Managers Office and Finance	25,458
Police	39,690
Fire	10,025
Health	12,865
Recreation and Parks	7,690
Public Works	8,373
Economic Development	7,884
Community Development	11,481
General Fund Total	123,466
Housing Authority	4,313
Municipal Parking lot	650
Vehicle Services	766
Refuse	390
Water	17,753
Sewer	7,525
DownTown	12,202
TOTAL	167,065

Library

The Library will be sharing the cost of the ERP system.

Capital Expense	\$15,000
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Summary

As noted in the previous discussion, operating revenues and expenditures have stabilized. A number of capital projects including Finance, HR and Inspection software and Route 30 Streetscape will be a major focus through 2016/2017.

SCHEDULE FOR CONSIDERATION:

This item is scheduled for first reading at the Regular Meeting of March 28.

ORDINANCE NO _____

**AN ORDINANCE AMENDING ORDINANCE NO. 2023
ADOPTING THE ANNUAL BUDGET FOR THE YEAR
COMMENCING JULY 1, 2015 AND ENDING JUNE 30, 2016**

WHEREAS, the Village of Park Forest, Cook and Will Counties, Illinois, is a home rule unit of government pursuant to the provision of Article VII, Section 6 of the Illinois Constitution; and

WHEREAS, as a home rule unit of government, the Village may exercise any power and perform any function pertaining to its government except as limited by Article VII, Section 6; and

WHEREAS, the Village of Park Forest adopted its Annual Budget pursuant to Ordinance No. 2023 adopted by the Village Board of Trustees on June 22, 2015; and

WHEREAS, the Village desires to amend this budget to reflect the actual financial transaction of the Village as hereinafter specified.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois, as follows:

Section I. The following amendments to the 2015/2016 Annual Budget of the Village of Park Forest heretofore adopted, are hereby authorized and directed:

	<u>Current</u> <u>Budget</u>	<u>Dr (Cr)</u> <u>Adjustments</u>	<u>Adjusted</u> <u>Budget</u>
<u>General Fund Revenues</u>			
010000-410000 Federal Grants	0	(18,679)	(18,679)
010000-410200 Local Grants	0	(36,592)	(36,592)
010000-423100 Insurance Settlement	0	(12,000)	(12,000)
010000-452000 Recreational Programs	(240,000)	(45,000)	(285,000)
010000-454700 Miscellaneous Income	0	(9,550)	(9,550)

	<u>Current</u> <u>Budget</u>	<u>Dr (Cr)</u> <u>Adjustments</u>	<u>Adjusted</u> <u>Budget</u>
<u>General Fund Expenditures</u>			
010000-580000 Transfer to Other Funds	785,036	787,350	1,572,386
010100-500000 Salaries	497,852	25,458	523,310
010100-510400 IRMA Deductible Payments	300,000	200,000	500,000
010100-520300 Training	27,000	20,000	47,000
010100-530000 Professional Services	70,351	32,440	102,791
010100-541100 Public Info/Education Supplies	10,000	114,188	124,188
010102-540400 Meeting Expense	9,131	16,584	25,715
010103-530130 Billable Services/Village Attorney	154,150	20,000	174,150
010104-530300 Audit Services	19,989	3,000	22,989
010104-560000 Capital Outlays	74,400	680,000	754,400
010700-500010 Salaries	1,348,377	39,690	1,388,067
010700-520300 Training Expense	46,594	12,000	58,594
010700-540750 DUI Program Supplies	0	8,825	8,825
010700-540900 Uniform Expense	34,505	2,933	37,438
010700-541100 Youth Services/Crime Prevention	9,500	16,426	25,926
010700-560000 Capital Outlays	45,100	31,175	76,275
010800-500000 Salaries	2,203,027	10,025	2,213,052
010800-500200 Parttime Salaries	91,940	4,826	96,766
010800-520300 Training	31,338	5,587	36,925
010800-560000 Capital Outlays	76,745	58,390	135,135
010900-500000 Salaries	550,156	12,865	563,021
010900-530000 Professional Services	40,950	5,333	46,283
011100-500000 Salaries	404,736	7,690	412,426
011107-560000 Capital Outlays	225,000	20,000	245,000
011122-560000 Capital Outlays	50,000	205,025	255,025
011125-500200 Temporary/Part-time Salaries	150,000	12,000	162,000
011125-530000 Professional Services	119,492	45,000	164,492
011700-500000 Salaries	262,820	8,373	271,193
011700-550600 Street Maintenance	490,374	138,510	628,884
011700-560000 Capital Outlays	157,234	105,101	262,335
011900-500000 Salaries	333,843	7,884	341,727
011900-530000 Professional Services	27,265	4,000	31,265
011900-540400 Meeting Expense	11,000	4,267	15,267
011900-590100 Postage	8,700	2,000	10,700
011900-590800 Printing	27,500	8,000	35,500
012000-500000 Salaries	329,239	11,481	340,720
012000-500250 Parttime Salaries - Housing	5,000	20,000	25,000
012000-550500 Contractual Maintenance	43,063	10,000	53,063
<u>Library Expenditures</u>			
031500-560000 Capital Outlays	40,000	15,000	55,000

Housing Authority Expenditures

111800-500000 Salaries	202,515	4,313	206,828
	<u>Current</u> <u>Budget</u>	<u>Dr (Cr)</u> <u>Adjustments</u>	<u>Adjusted</u> <u>Budget</u>

Capital Projects Revenues

330000-400350 Intergovernmental Revenues	0	(219,924)	(219,924)
330000-420000 Transfer from Other Funds	(260,000)	(787,350)	(1,047,350)

Capital Projects Expenditures

330000-530000 Professional Services	35,000	92,276	127,276
330000-550500 Maintenance	37,000	127,648	164,648

DownTown TIF

360000-400110 Property Tax Rebate	140,000	119,952	259,952
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Parking Lot Fund Expenditures

511700-500000 Salaries	26,032	650	26,682
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Vehicle Service Fund Expenditures

521700-500000 Salaries	29,979	766	30,745
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Refuse Fund Expenditures

561753-500000 Salaries	22,424	390	22,814
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Water Fund Expenditures

601900-500000 Salaries	457,082	17,753	474,835
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Sewer Fund Expenditures

701900-500000 Salaries	312,995	7,525	320,520
701900-560000 Capital Outlays	52,333	116,046	168,379

DownTown Fund Expenditures

800000-500000 Salaries	90,998	12,202	103,200
800000-560000 Capital Outlays	176,000	45,000	221,000

Section II. That except for the amendments provided herein, the said Annual Budget is in all other respects hereby ratified and confirmed.

Section III. This Ordinance shall be in full force and effect from and after its passage, approved and publication in pamphlet form, as provided by law.

PASSED this _____ day of _____, 2016

AYES: _____

NAYES: _____

ABSENT: _____

APPROVED:

ATTEST:

Village Mayor

Village Clerk