

VILLAGE OF PARK FOREST

Village Board Rules Meeting

Monday, April 4, 2016

Village Hall 7:00 p.m.

MINUTES

IN ATTENDANCE: Mayor John Ostenburg, Trustee Mae Brandon, Trustee JeRome Brown, Trustee Tiffani Graham, Trustee Robert McCray (7:08 p.m.), Trustee Georgia O'Neill, and Trustee Theresa Settles

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Pete Green, Fire Chief Bruce Ziegle, Village Attorney Felicia Frazier, Deputy Village Manager/Finance Director Mary Dankowski, Director of Recreation and Parks Rob Gunther, Director of Public Relations Jason Miller, Director of Community Development Larrie Kerestes, Director of Economic Development and Planning Hildy Kingma, Director of Public Works Roderick Ysaguirre, IT Manager Craig Kaufman, Assistant Director of Economic Development Sandra Zoellner, and Assistant Finance Director Stephanie Masson

RECORDER: Village Clerk Sheila McGann

OTHERS IN ATTENDANCE: A number of Village employees; a number of members of the Police Department; Andrew Rubin, Zachary Pearlstein, and Matt Tarshis, Frontline Real Estate Partners; 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 began noting that there would be a Special Regular meeting with a resolution on the agenda after this Rules meeting. He thanked Stephanie Masson for her service to Park Forest as Assistant Finance Director. She was loyal and dedicated to Park Forest and he noted her many awards. He wished her the best of luck on her new position as Finance Director in Rock Island. Ms. Masson said she was honored to be recognized and proud to say so much was accomplished with a wonderful staff. Park Forest was a wonderful place to work and live. Trustee Brandon wished her luck and admired her skills. (McCray 7:08p.m.) Trustee Graham appreciated her help in understanding so much her first year on the Board. Trustee McCray also said that Ms. Masson will be missed. Trustee Brown thanked her for always having answers when asked. Manager Mick thanked Ms. Masson and noted that she has been a driving force in the Park Forest family. Our loss is Rock Island's gain.

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

Manager Mick said that this item is out of the Finance Department relating to mid-year budget amendments and deferred to Director Dankowski. She noted that this amendment allows for encumbrances to be spent and grants that were received after the financial update. She detailed the adjustments and asked if there were any questions.

Mayor Ostenburg asked if there were any questions noting that this was reviewed at the annual update. Hearing none, he stated that this item will be on the agenda for action at the regular meeting.

2. A Resolution Authorizing the Execution of a Representation Agreement between the Village of Park Forest and Frontline Real Estate Partners, LLC, Regarding Vacant Land Properties in Downtown Park Forest, Park Forest, IL

Manager Mick said this item was out the Economic Development Department adding that it is similar to past brokerage agreements and relates to vacant land in the downtown. He asked Assistant Director Zoellner to go through the particulars. She introduced the representatives from Frontline Real Estate and detailed the agreement and noted the vacant parcels involved. Mayor Ostenburg was assured by Attorney Frazier that the contract has been reviewed properly. Trustee Brandon asked what type of marketing will take place. Matt Tarshis said a marketing package will be developed for each parcel and each building. After review and approved by the Village, it would be distributed to a large data base, a number of websites, and email blasts. Trustee Brown asked when the marketing materials would be ready for review. Mr. Tarshis said they should be ready seven to ten days after tonight's approval by the Board.

Mayor Ostenburg asked if there were any questions. Hearing none, he stated that this item will be on the agenda for action at the regular meeting.

Mayor's Comments

Mayor Ostenburg dispensed with the comments section of the agenda until the special regular meeting but opened the floor to the visitors to comment on the items on the agenda.

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Audience to Visitors

None

Commented [sm1]:

Adjournment

This concluded the Rules Board meeting.

There being no further business. Mayor Ostenburg called for a motion to adjourn. Motion was made by Trustee Brandon, seconded by Trustee O'Neill and passed unanimously.

Mayor Ostenburg adjourned the Rules meeting at 7:27 p.m.

Respectfully submitted, Sheila McGann, Village Clerk