

**VILLAGE OF PARK FOREST**

**Village Board Rules Meeting**

**Monday, May 2, 2016**

**Village Hall 7:00 p.m.**

**M I N U T E S**

**IN ATTENDANCE:** Mayor John Ostenburg, Trustee Mae Brandon, Trustee JeRome Brown, Trustee Tiffani Graham, and Trustee Theresa Settles

**ABSENT:** Trustee Robert McCray, Trustee Georgia O'Neill

**STAFF IN ATTENDANCE:** Village Manager Tom Mick, Police Chief Pete Green, Fire Chief Bruce Ziegler, Village Attorney Felicia Frazier, Deputy Village Manager/Finance Director Mary Dankowski, Director of Public Relations Jason Miller, Director of Economic Development and Planning Hildy Kingma, Director of Public Works Roderick Ysaguirre, Nursing Supervisor Margaret Lewis, and Chief Water Plant Operator David Vavrek, IT Technician Jonathan Brown, Assistant Finance Director Sharon Floyd

**RECORDER:** Village Clerk Sheila McGann

**OTHERS IN ATTENDANCE:** Jerry Shnay, resident

**Roll Call**

Meeting was called to order at 7:00 p.m. by Mayor Ostenburg. He noted that Trustees O'Neill and McCray are out of town. The Board met at a work session before this meeting as a kick off to the budget review calendar across the month of May. The public is always welcome at the budget meetings. He offered his condolences to the family of former Village Mayor Jerry Matthews. He was committed to this community and served in many roles. The memorial service will be at Faith United Church on May 14.

Jerry Shnay announced that the Grand Prairie Choral Singers will have a concert on May 15. All are welcome to see the program and he noted ticket information.

**1. Fiscal Year 2016/2017 Budget Introduction**

Manager Mick said this item is out of the Manager's Office and the Finance Department and it is an introduction of the budget. He said the first two chapters give an overview of the budget. Director Dankowski explained the multiple phases of the year-long process in developing the annual budget. It is a working document. She reported on the general fund, income, and expenditures. Manager Mick continued with the presentation and identified the financial issues and challenges. He also listed the Board mandated budget priorities and showed the Village of Park Forest's organizational chart with the citizens of Park Forest at the top; it is the Village that is carrying out the will of the people. Director Dankowski said the budget is balanced. Mayor Ostenburg explained that the budget is a spending plan and circumstances change; the Board has a mid-year update which allows them to reassess the budget plan. With careful planning, funds are collected and not misdirected. The reserves are needed to meet our obligations when the

state or county does not pay us on time. Reserves are not a surplus but money set aside to pay monthly bills. Manager Mick said that the budget review sessions will be held May 3, May 9, May 10, 17 and May 18 is tentative. A copy of the draft budget is available at the Library. The first two chapters are available at the May and June Board meetings.

## **2. Awarding of Contracts for Water Treatment Chemicals**

Manager Mick said this item out of Public Works is a routine item and deferred to Director Ysaguirre and Chief Water Plant Operator David Vavrek. Director Ysaguirre explained the bid process with nine bids received after letters were sent and public advertisement. He explained the current bids to cover each of the chemicals. These contracts will relate to the new budget that begins July 1, 2016.

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

### **Mayor's Comments**

Mayor Ostenburg said that the last Park Forest Business Breakfast had the best turnout. It allowed business people to work together and network. He said that he had attended the Access to Care luncheon. He reported about the disparity that exists among racial groups and those without adequate health care and added that social services are lacking and needed for so many. There was an interfaith exchange with the Muslim mosque in Frankfort and St. Irenaeus which allowed for dialog between the two faiths and to better understand misconceptions about each other's faith and teaching.

### **Manager's Comments**

Manager Mick reported that fire hydrant flushing began and blue notes will be visible in the community to announce the flushings. Opening day for the Farmers Market is this Saturday and will run from May to October. The Veterans Commission will have a meet and greet on May 7. They would like to establish a data base to share information of future events to veterans. Manager Mick congratulated Arcadia School on their Facebook contest win where Chicago Cubs' pitcher Jake Arrieta visited their school.

### **Trustee's Comments**

Trustee Brandon offered her condolences to the family of Jerry Matthews. He will surely be missed. The Youth Commission workshop meeting is May 29. The carnival will be Thursday, May 17 to Sunday, May 22. Volunteers are needed. There will be a special meeting on May 4 as there was no quorum at the last meeting. Trustee Brandon attended the opening of Tall Grass Art Show with Earth as the theme. She attended the open house at the Maker's Space. The Plan Commission will meet May 10.

Trustee Brown attended the Access to Care luncheon and said it was very interesting and historical. Health care is not always available for minorities. He offered his condolences to the family of Jerry Matthews.

**Attorney's Comments**

No report

**Clerk Comments**

No report

**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 Graham and passed unanimously.

Mayor Ostenburg adjourned the Rules meeting at 8:16 p.m.

Respectfully submitted,  
Sheila McGann  
Village Clerk