AGENDA

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

Conference Call **7:00 p.m.** **June 1, 2020**

Roll Call

PUBLIC HEARING: FY 2020-2021 BUDGET

1. An Ordinance adopting the Budget for all corporate purposes of the Village of Park Forest, Cook and Will Counties, Illinois, in lieu of the appropriation Ordinance for the Fiscal Year commencing on the first day of July, 2020 and ending the thirtieth day of June, 2021.

2. An Ordinance Amending Chapter 106 of the Code or Ordinances of the Village of Park Forest (Water and Sewer Rates)

3. An Intergovernmental Agreement for Asset Sharing Within MABAS 27

Mayor's Comments

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Audience to Visitors

Adjournment

NOTE – DUE TO COVID-19,
THE BOARD MEETING WILL BE HELD VIA CONFERENCE CALL
***Public comment can be sent prior to the phone conference Board Meeting via email to tmick@vopf.com by 3 pm the day of the meeting and public comments will be read during the public meeting**
****A record of all action (if any) taken during the Board Meeting will be made available upon request.**
Copies of Agenda Items are Available on the Village website at www.villageofparkforest.com

AGENDA BRIEFING

DATE: May 26, 2020

TO: Mayor Jon Vanderbilt
Board of Trustees

FROM: Tom Mick, Village Manager
Mark A. Pries, Deputy Village Manager/Finance Director

RE: AN ORDINANCE ADOPTING THE BUDGET FOR ALL CORPORATE PURPOSES OF THE VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS, IN LIEU OF THE APPROPRIATION ORDINANCE FOR THE FISCAL YEAR COMMENCING ON THE FIRST DAY OF JULY, 2020 AND ENDING ON THE THIRTIETH DAY OF JUNE, 2021

BACKGROUND/DISCUSSION: The draft Fiscal Year 2020/2021 Budget was distributed to the Board by May 1, 2020. There was a public announcement at the Rules Meeting on Monday, May 4 that a Budget summary was available on the Village's website. In addition, the Board reviewed the Budget on the following dates:

May 11
May 13
May 14

In addition, on Monday, June 1, a Public Hearing will occur. **The first draft of the Budget is available on the website.**

The Budget is a continuous process with several processes occurring throughout the fiscal year, such as:

- Fall Financial Update
- Public Hearing on Proposed Tax Levy
- Capital Plan
- Six Month Review
- Budget Preparation by Departments
- Budget Review by Board (3 Sessions)
- Public Hearing
- Adopt Budget

The purpose of a Budget is more than just numbers. In the simplest terms, a budget outlines the goals and objectives of the community, provides revenues for programs and provides for controlling expenditures. Throughout the Budget document, both narrative and numbers present the processes and procedures by which the Village departments operate and apply resources. The Village's Budget document is also prepared in a format to receive the Distinguished Budget Presentation award from the Government Finance Officers Association (GFOA). There are four major criteria from the GFOA that need to be met to receive the award. The Budget must be a policy document, financial plan, operations guide and communications device. The Budget document provides multiple forms of data in various means of communication to achieve what is required by the GFOA. The FY 20-21 Budget will be the 27th consecutive year the Village will receive the award.

The budget, as presented, is balanced with the use of a portion of the General Fund balance. Attached to this memo are the General Fund's revenue and expenditure summaries. The next section of this memo will describe several expenditures that will either be postponed or removed from the budget which provide further explanation of the footnotes in the revenue and expenditure summaries.

Established and initiated with the 2019 tax levy, the Budget addresses several major financial challenges facing the Village in FY 2020/2021. These financial challenges are:

Major Financial Challenges

1. Identifying and assessing core vs. non-core services utilizing the triple bottom line approach.
   - Review non-core services
     * Enterprise Funds
     * Housing Authority
     * General Fund Departmental Activities

   - Utilize "Triple Bottom Line" approach incorporating:
     * Social
     * Environmental
     * Financial
     * 3 P's (People, Planet, & Profit)

   - Determine potential modification of service delivery or change in fee structure

2. Controlling major expenditure categories and revenue protection and enhancement.
   - Salaries
   - IRMA (Intergovernmental Risk Management)
   - Health Insurance
   - Pension Funds
   - SouthCom Costs

3. Maintaining a leadership role in the region.
   Continued Involvement
   - South Suburban Mayors & Managers Association
   - SouthCom Combined Dispatch
   - South Suburban Housing Collaboration
   - South Suburban Land Bank
   - Cook County Land Bank
   - National League of Cities
   - Metropolitan Mayors Caucus

- Various Staff Professional Associations
- Civic Leadership Development Academy
- STAR Community 4-Star Rating (Now Referred to as LEED Certified)

4. Village infrastructure and maintenance.
   - Traffic signal at Rt. 30 and Indiana St.
   - Somonauk Park redevelopment
   - Water System improvements to water mains
   - Sanitary and storm sewer improvements
   - MFT Projects
     Resurface Shabbona

5. Continuation and resolution of new initiatives.
   - Housing Initiatives
     - Estate Neighborhood Redevelopment
     - Illinois Housing Development Authority (IHDA)
       Abandoned Property Program
     - IHDA Blight Reduction Program
     - Cook County Tax Scavenger Sale
     - South Suburban Land Bank and Development Authority
     - South Suburban Trades Initiative
     - Crime Free Housing
     - Property Disposition
       - Hidden Meadows, Blackhawk Plaza, 3200 Lincoln Highway, DownTown Properties, Central Court Plaza
     - Will/Cook Enterprise Zone
     - Teen Services
     - Continued Implementation of Sustainability Initiatives Related to Park Forest Sustainability Plan

6. Measure the operational and financial impacts from the COVID-19 epidemic.

The last item presented, dealing with the COVID-19 epidemic, brought about several changes to the FY 2020/2021 proposed budget:

A. All capital outlays scheduled for FY 20/21 in the General Fund are postponed until the Village returns to financial stability. This means the capital outlays may not be made at all in FY 20/21. A schedule detailing the capital outlays to be postponed in FY 20/21 is attached to this memo.

B. There are several position vacancies in the General Fund that, much like capital outlays, will not be filled until the Village returns to financial stability. This means these vacant positions may stay unfilled for all of FY 20/21. A schedule detailing the vacant positions to remain vacant for FY 20/21 is attached to this memo.

C. The scheduled cost-of-living-adjustment (COLA) for all employees except for sworn police and fire personnel has been removed from the FY 20/21 budget. Two salary schedules, one for the Police department and the other for the Economic Development department, are attached to provide an example of where the COLA was and was not applied.

The dollar amounts for items A and B above remain in the FY 2020/2021 budget for two reasons. First, depending on the actual financial impacts of the epidemic, capital outlays and filling vacant positions may occur in FY 20/21. From a management and procedural standpoint, keeping the funds in the budget is easier than removing the amounts now then needing to add them back in later. Second, one of the basic principals in budgeting is to present a consistent picture from one year to the next. If the capital outlay and vacant position amount are removed from the budget, it would significantly reduce the FY 20/21 budget for the General Fund. Then, in FY 21/22, if the Village is back to stability, the budget would include capital outlays and these vacant positions and make FY 20/21 look artificially low and make the increase for the FY 21/22 budget artificially high. Given these facts, in order to be consistent, the capital outlay and vacant position amounts remain in the budget. Each department's expenditure summary schedule footnotes the total amount of savings to be had from these two areas. Additionally, a new section of the Financial Summary section of the budget document details the capital outlays and vacant positions that are postponed and the total dollars associated with these items. All departments have been instructed as to how these postponed items are to be handled.

The FY 2020/2021 budget contains funding and plans to conduct another strategic planning process to produce Board goals that will cover another five-year period, from FY 2020/2021 to FY 2024/2025. The strategic planning process has been delayed on two occasions. First, to provide the new Board and new Board members the ability to have input in the process and creation of the Board goals. Second, during the first several months of the COVID-19 epidemic.

Please return your Draft Budget after adoption on June 15. After Budget adoption, you will receive a clean, corrected copy, or you can choose to access the Budget on-line.

SCHEDULE FOR CONSIDERATION: This matter will appear on the Agenda of the Rules/Special Regular Meeting of Monday, June 1, 2020 for discussion and First Reading.

Village of Park Forest
2020/2021 Budget

GENERAL FUND REVENUES

	FY 18/19 ACTUAL	FY 19/20 BUDGET	FY 19/20 ESTIMATE	FY 20/21 PROPOSED	PERCENT CHANGE
Property Taxes - General	11,334,367	12,514,862	12,213,229	12,577,603	1%
- Pension	2,977,194	3,272,474	3,247,798	3,486,546	7%
Road and Bridge	76,465	80,000	80,000	80,000	0%
Sales & Use Tax	1,048,762	1,025,607	1,113,815	1,155,113	13%
Utility Tax	1,036,108	1,100,000	1,009,797	1,000,000	-9%
State Income Tax	2,289,854	2,213,987	2,356,819	2,307,375	4%
PPRT - General and Pension	209,478	193,600	256,607	233,843	21%
Real Estate Transfer Tax	174,120	212,000	238,350	135,000	-36%
Grants	518,049	528,300	521,892	695,000	32%
Transfers from Other Funds	1,298,259	1,290,462	1,215,462	1,556,948	21%
Licenses	628,114	708,839	696,282	676,910	-5%
Permits and Fees	482,467	486,000	502,697	495,000	2%
Charges for Services					
Recreation	383,602	385,700	437,927	423,250	10%
Health	20,830	15,000	13,450	12,500	-17%
Hospital Transport	656,657	575,562	574,500	550,562	-4%
Inspection Fees	91,820	100,000	92,000	94,000	-6%
Property Leases	185,505	185,000	201,194	200,000	8%
Other Charges	469,697	359,600	317,387	231,250	-36%
Fines	423,885	395,500	342,000	324,000	-18%
Interest Earnings	449,476	415,205	398,646	170,000	-59%
Total Revenues*	**24,754,709**	**26,057,698**	**25,829,852**	**26,404,900**	1%
Motor Fuel Tax	629,891	937,207	1,108,974	1,226,254	31%
Foreign Fire Insurance	22,218	16,000	22,013	20,000	25%
Combined Revenues	**25,406,818**	**27,010,905**	**26,960,839**	**27,651,154**	2%

* - There are revenues of $386,950 that are not expected to be received in FY 20/21 due to COVID-19.

Village of Park Forest
2020/2021 Budget

GENERAL FUND EXPENDITURES

	FY 18/19 ACTUAL	FY 19/20 BUDGET	FY 19/20 ESTIMATE	FY 20/21 PROPOSED	PERCENT CHANGE
Administration/Finance	3,771,959	4,593,054	4,033,707	4,169,823	-9%
Police Department	9,001,959	9,511,210	9,315,987	9,895,727	4%
Fire Department	4,852,426	5,294,957	5,041,111	5,494,910	4%
Health Department (*)					0%
Recreation , Parks & Community Health	2,950,177	3,456,190	3,089,737	3,427,434	-1%
Public Works Department	1,567,441	3,694,734	2,347,871	3,046,676	-18%
Economic Development & Planning	640,024	771,833	727,928	745,275	-3%
Community Development	737,355	779,203	747,437	772,607	-1%
Subtotal	**23,521,341**	**28,101,181**	**25,303,778**	**27,552,452**	**-2%**
Transfer to Aqua Center	270,000	270,000	270,000	270,000	0%
Transfer to Tennis and Health Club	110,000	110,000	110,000	35,000	-68%
Transfer to DownTown	155,036	155,036	-	155,036	0%
Transfer to Housing Authority	70,000	70,000	70,000	70,000	0%
Transfer to Library	10,000	10,000	10,000	194,251	1843%
Transfer to Capital Projects	325,000	185,000	185,000	185,000	0%
Transfer to Pension Funds	260,000	-	-	-	0%
Total Transfers	1,200,036	800,036	645,000	909,287	14%
Subtotal Expenditures#	**24,721,377**	**28,901,217**	**25,948,778**	**28,461,739**	**-2%**
Motor Fuel Tax	402,206	1,233,232	829,172	894,643	-27%
Foreign Fire Insurance	22,029	16,000	16,000	20,000	25%
Combined Expenditures	**25,145,612**	**30,150,449**	**26,793,950**	**29,376,382**	**-3%**

(*) Health Department was closed effective 6-30-2018

- There are $2,557,391 in Personnel ($497,829), Capital Outlays ($872,250), Maintenance ($847,312) and Transfers ($340,000) that are deferred in FY 20/21 due to COVID-19.

Village of Park Forest
2020/2021 Budget

GENERAL FUND CAPITAL EXPENDITURES
DEFERRED FOR FY 2020/2021

DEPARTMENT	ACCOUNT NUMBER		
Administration			
Computer & Printer Replacements	01-01-00-56-0000	6,900	
Print Room Copier	01-01-00-56-0000	15,000	
Trustee Laptops (3)	01-01-01-56-0100	3,000	
Computer Replacement	01-01-04-56-0000	2,500	
Networking Hardware	01-01-04-56-0000	10,000	
Windows OS Licensing	01-01-04-56-0000	20,000	
MS Office Pro Licensing	01-01-04-56-0000	20,000	
			77,400
Police			
Computer System Upgrades	01-07-00-56-0000	37,700	
Taser Replacement	01-07-00-56-0000	10,000	
Firearm Replacement	01-07-00-56-0000	6,000	
			53,700
Fire			
Protective Clothing	01-08-00-56-0000	17,500	
Fire Station Maintenance	01-08-00-56-0000	8,000	
Fire Station Furnishings	01-08-00-56-0000	7,000	
Firefighting Equipment	01-08-00-56-0000	6,500	
Special Teams Equipment	01-08-00-56-0000	7,000	
Training Site Maintenance/Upgrades	01-08-00-56-0000	13,400	
Computer System Upgrades	01-08-00-56-0000	18,200	
			77,600
Recreation and Parks			
Computer Upgrades	01-11-00-56-0000	4,800	
Freedom Hall			
Sidewalk Replacement	01-11-04-56-0000	8,000	
Tuck-pointing		9,000	
Facilities Maintenance			
Playground Renovation - Eastgate	01-11-22-56-0000	10,000	
Main St. Market - Sealcoat Parking Lot	01-11-22-56-0000	7,200	
Logan Park - Pavilion Repairs	01-11-22-56-0000	8,000	
Central Park - Wetlands Ecosystem Enhancement	01-11-22-56-0000	3,000	
Playground Safety Surfacing	01-11-22-56-0000	10,000	
Various Parks - Play Equipment Upgrades	01-11-22-56-0000	13,000	
Central Park - Pavilion Re-Roof	01-11-22-56-0000	10,000	
Central Park - Televise Storm Sewer Lines	01-11-22-56-0000	7,000	
Walk Resurfacing/ Crack Fill	01-11-22-56-0000	10,000	
Village Green Furnishings	01-11-22-56-0000	5,000	
			105,000

Village of Park Forest
2020/2021 Budget

DEPARTMENT	ACCOUNT NUMBER		
Building and Grounds			
Emergency Repairs	01-11-07-56-0000	10,000	
Police Station - Replace HVAC/Admin	01-11-07-56-0000	35,000	
Police Station - Remodel Kitchen	01-11-07-56-0000	10,000	
Police Station - Sealcoat/ Stripe Parking Lot	01-11-07-56-0000	3,750	
Village Hall - R&P Office Space Upgrades	01-11-07-56-0000	6,000	
Village Hall - Interior Space Upgrades	01-11-07-56-0000	10,000	
Village Hall - Replace HVAC/ lunch room	01-11-07-56-0000	7,000	
Village Hall - Dept. Space Upgrades	01-11-07-56-0000	20,000	
Village Hall - Entry Security	01-11-07-56-0000	80,000	
Village Hall - Counter Security	01-11-07-56-0000	50,000	
Village Hall - Sealcoat/ Stripe Parking Lot	01-11-07-56-0000	9,000	
Facility Rental Equip/ Rec Ctr Upgrades	01-11-07-56-0000	44,000	
Municipal Garage - Replace Windows	01-11-07-56-0000	10,000	
Municipal Garage - Resurface Parking Lot	01-11-07-56-0000	126,500	
			421,250
Public Works			
Contractual Street Maintenance	01-17-00-55-0600	800,000	
Street Patching	01-17-00-55-0600	47,312	
Computer System Upgrades	01-17-00-56-0000	6,400	
Resurface DPW/Parks Yard	01-17-00-56-0000	126,500	
			980,212
Economic Development and Planning			
Computer Replacement	01-19-00-56-0000	1,900	
			1,900
Community Development			
Computer Replacement	01-20-00-56-0000	2,500	
			2,500
Total Deferred Capital Outlays in the General Fund for FY 2020/2021:*			**1,719,562**

* - These capital outlays are deferred until such time as the financial condition of the Village has stabilized from the COVID-19 pandemic. The possibility exists that these capital outlays may not be made at all in FY 2020/2021. These amounts remain in the FY 2020/2021 budgets of their respective departments in order to maintain a consistent budget picture from one year to the next and avoid a "peak-and-valley" impact from removing the items from the budget. Each summary schedule for the departments are footnoted to reflect these capital outlay deferrals.

Village of Park Forest
2020/2021 Budget
GENERAL FUND POSITION VACANCIES
FY 20/21 Savings

Department	Job Title	FY 20/21 Budgeted Wages	Insurances	Pension/ FICA Costs	Total
Finance	Accountant	59,648	23,253	11,768	94,669
Public Works	Admin. Asst.	56,000	23,253	11,049	9,030
	- only 10% of this position's cost stays in the General Fund with the other 90% allocates to other Village funds.				
Recreation,	Park Maint. Workers P.T.	61,250		4,686	65,936
Parks and	Freedom Hall staffing/setup	8,529		652	9,181
Community	Seasonal Program Staff	105,035		8,035	113,070
Health	Teen Zone Coordinator	28,700		2,196	30,896
Fire	POC's	50,000		3,825	53,825
Police	Officer - ISATT Replacement	62,265	23,225	928	86,418
	PAAC Seasonal P.T.				34,804
				TOTAL:	497,829

* - These vacant positions are deferred until such time as the financial condition of the Village has stabilized from the COVID-19 pandemic. The possibility exists that these positions may not be filled at all in FY 2020/2021. These amounts remain in the FY 2020/2021 budgets of their respective departments in order to maintain a consistent budget picture from one year to the next and avoid a "peak-and-valley" impact from removing the budgeted dollar amounts from the budget. Each summary schedule for the departments are footnoted to reflect these deferrals to filling vacant positions.

Village of Park Forest
2020/2021
Budget

POLICE DEPARTMENT
SALARY DETAIL

NON-UNION	**6/30/2020 Base**	**Increase 2.75% Non-Union(Sworn)**	**7/1/2020 Grade & Step**	**Gross***	**Pension Police 62.35%**	**FICA 7.65%[A]**	**Health**	**Dental**	**Life**	**Vacation/ Personal Days****
Christopher Mannino Chief of Police[1]	141,730	145,628	25A,9	145,628	90,799	2,112	19,533	1,243	126	35
Paul Winfrey (Gross incl $4,100 CST pay) Deputy Chief of Police[1]	128,557	132,092	23A,9	136,192	84,916	1,975	19,533	1,243	126	35
Brian Rzyski (Gross incl $4,100 CST pay) Deputy Chief of Police[1]	128,557	132,092	23A,9	136,192	84,916	1,975	19,533	1,243	126	33
Michael Baugh (Gross incl $4,100 CST pay) Commander	117,178	120,400	21A,9	124,500	77,626	1,805	19,533	1,243	126	30
Devin R. Strahla (Gross incl $4,100 CST pay) Commander	117,178	120,400	21A,9	124,500	77,626	1,805	1,500	1,243	126	30
Lloyd E Elliot (Gross incl $4,100 CST pay) Commander	117,178	120,400	21A,9	124,500	77,626	1,805	21,884	1,243	126	30
James Varga (Gross incl $4,100 CST pay) Commander	117,178	120,400	21A,9	124,500	77,626	1,805	12,625	1,243	126	30
John Sweitzer (Gross incl $3,246 CST pay) Commander	117,178	120,400	21A,9	123,646	77,093	1,793	13,156	342	126	25
Todd Beilke (Gross incl $3,246 CST pay) Commander	117,178	120,400	21A,9	123,646	77,093	1,793	21,884	1,243	126	30
Subtotal Non-Union	**1,101,912**	**1,132,212**		**1,163,304**	**725,320**	**16,868**	**149,181**	**10,286**	**1,134**	

*Gross includes 4 months of 3.5% step increase for employees eligible
[1]Vehicle
See Note on last page of Salary Detail for explanation of [A] and **

Village of Park Forest
2020/2021
Budget

POLICE DEPARTMENT
SALARY DETAIL

	6/30/2020 Base	Increase 0.00% Non-Union(Civilian)	7/1/2020 Grade & Step	Gross*	Pension IMRF 12.08%	FICA 7.65%[A]	Health	Dental	Life	Vacation/ Personal Days**
SUPPORT STAFF										
Amanda J Casey										
Records Supervisor	80,094	80,094	13,9	80,094	9,675	6,127	19,533	1,243	126	16
Rachel Wax										
Community Engagement Coordinator	56,572	56,572	9,4	59,028	7,131	4,516	7,322	399	126	10
Brittani Barnett										
Records Clerk	59,733	59,733	8,7	60,426	7,299	4,623	7,322	399	126	15
Yolanda Martinez										
Records Clerk	63,990	63,990	8,9	63,990	7,730	4,895	6,536	399	126	20
Natasha Robertson										
Admin Assistant I	63,990	63,990	8,9	63,990	7,730	4,895	12,625	1,243	126	20
Christy Coyle										
Records Clerk	63,990	63,990	8,9	63,990	7,730	4,895	12,625	1,243	126	15
Lee Neal										
Records Clerk	52,055	52,055	8,3	52,659	6,361	4,028	19,533	1,243	126	10
Katherine Worley										
Records Clerk	57,714	57,714	8,6	58,383	7,053	4,466	6,536	399	126	10
Lazaro Diaz Sr										
Facility Maintenance	51,311	51,311	7,4	51,906	6,270	3,971	13,156	0	126	10
Subtotal Support Staff	**549,449**	**549,449**		**554,466**	**66,979**	**42,416**	**105,188**	**6,568**	**1,134**	
Total Non-Union & Support Staff	**1,651,361**	**1,681,661**		**1,717,770**	**792,299**	**59,284**	**254,369**	**16,854**	**2,268**	

*Gross includes 4 months of 3.5% step increase for employees eligible
[1]Vehicle
See Note on last page of Salary Detail for explanation of [A] and **

Village of Park Forest
2020/2021
Budget

ECONOMIC DEVELOPMENT AND PLANNING
SALARY DETAIL

	6/30/2020 Base	Increase Salary 0.00%	7/1/2020 Grade & Step	Gross*	IMRF 12.08%	FICA 7.65%	Health	Dental	Life	Vacation/ Personal Days**
Hildy Kingma Director of Economic Development & Planning	141,730	141,730	25,9	141,730	17,121	10,842	12,625	1,243	126	29
Sandra Zoellner Assistant Dir of Economic Development	101,221	101,221	18,9	101,221	12,227	7,743	1,500	0	126	27
Evelyn Randle Community Relations Coordinator	80,094	80,094	13,9	80,094	9,675	6,127	7,322	775	126	20
Monica DeLord Administrative Assistant II	67,186	67,186	9,9	67,186	8,116	5,140	15,248	775	126	15
Sustainability Intern	16,074	16,074		16,074	1,942	1,230				
Office Technician (Part-time)	10,318	10,318	2,4	10,438	0	798				
Overtime	720	720		720	87	55				
ECONOMIC DEVELOPMENT & PLANNING TOTAL	**417,343**	**417,343**		**417,463**	**49,168**	**31,935**	**36,695**	**2,793**	**504**	

NOTE: Full-time employees who decline health insurance receive a $1,500 stipend annually.

* Gross includes 4 months of a 3.5% step increase for those employees eligible.
**Employees with vacation/personal days also receive 12 sick days, 10 holidays, and 2 floating holidays annually.

ORDINANCE NO.

AN ORDINANCE ADOPTING THE BUDGET FOR ALL CORPORATE PURPOSES OF THE VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS, IN LIEU OF THE APPROPRIATION ORDINANCE FOR THE FISCAL YEAR COMMENCING ON THE FIRST DAY OF JULY, 2020 AND ENDING ON THE THIRTIETH DAY OF JUNE, 2021.

WHEREAS, on May 1, 2020, there was submitted to the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois, a proposed Budget of all corporate purposes of the Village of Park Forest for the fiscal year commencing the first day of July, 2020 and ending on the thirtieth day of June, 2021; and

WHEREAS, a Public Hearing on said proposed Budget was conducted on June 1, 2020 pursuant to legal notice published May 24, 2020 in the Daily Southtown, a newspaper having a general circulation in the Village of Park Forest; and

WHEREAS, the above procedure, is in confirmation with Village of Park Forest Ordinance No. 855, AN ORDINANCE AMENDING CHAPTER 2 OF THE CODE OF ORDINANCES, VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS; AND

WHEREAS, the Village as a Home Rule unit has enacted such Ordinance under the provisions of Section 6 of Article VII of the Constitution of the State of Illinois:

NOW THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois that the Budget of all corporate purposes of the Village of Park Forest, Cook and Will Counties, Illinois for the fiscal year commencing on the first day of July, 2020 and ending on the thirtieth day of June, 2021 and which Budget, as amended, is incorporated by reference as a public record, is hereby adopted.

BE IT FURTHER ORDAINED that the Budget Adoption Ordinance is in lieu of the statutory appropriation, and that the following amounts set forth in the Budget for the various corporate purposes shall constitute the aggregate amount of the appropriations for the Village of Park Forest, Cook and Will Counties, Illinois:

2020/2021 BUDGET
EXPENDITURES

For General Corporate Purposes:		
General Administration	$ 4,169,823	
Police Department	9,895,727	
Fire Department	5,494,910	
Recreation & Parks Department	3,427,434	
Public Works Department	3,046,676	
Economic Development & Planning	745,275	
Community Development	772,607	
Transfer to Aqua Center	270,000	
Transfer to Tennis and Health Club	35,000	
Transfer to DownTown	155,036	
Transfer to Housing Authority	70,000	
Transfer to Library	194,251	
Transfer to Capital Projects	185,000	
Motor Fuel Tax	894,643	
Foreign Fire Insurance	20,000	
TOTAL GENERAL CORPORATE PURPOSES		$29,376,382
FOR RECREATION AND PARKS COMBINED ENTERPRISE FUNDS		
For Aqua Center Fund Purposes	460,072	
For Tennis & Health Club Fund Purposes	359,671	
TOTAL RECREATION AND PARKS COMBINED ENTERPRISE FUNDS		819,743
FOR PUBLIC WORKS COMBINED ENTERPRISE FUNDS		
For Municipal Parking Lot Purposes	90,626	
For Refuse Operations Purposes	1,503,980	
For Water Operations & Maintenance Purposes	7,505,567	
For Sewer Operations & Maintenance Purposes	1,988,260	
TOTAL PUBLIC WORKS COMBINED ENTERPRISE FUNDS		11,088,433

2020/2021 BUDGET
EXPENDITURES

For DownTown Park Forest Purposes	1,038,301	
TOTAL DOWNTOWN PARK FOREST PURPOSES		1,038,301
For Capital Project Purposes	1,225,070	
TOTAL CAPITAL PROJECT PURPOSES		1,225,070
For Cook County CDBG Purposes	630,000	
TOTAL COOK COUNTY CDBG PURPOSES		630,000
For Police Pension Fund Purposes	2,771,159	
TOTAL POLICE PENSION FUND PURPOSES		2,771,159
For Firefighter Pension Fund Purposes	1,672,083	
TOTAL FIREFIGHTER PENSION FUND PURPOSES		1,672,083
For Bond Retirement Purposes	273,875	
TOTAL BOND RETIREMENT PURPOSES		273,875
For Tax Increment Financing District Purposes	30,000	
TOTAL TAX INCREMENT FINANCING DISTRICT PURPOSES		30,000
For Vehicle Services Purposes	1,221,632	
TOTAL VEHICLE SERVICES PURPOSES		1,221,632
For Housing Authority Purposes	4,555,671	
TOTAL HOUSING AUTHORITY PURPOSES		4,555,671
For Public Library Purposes	2,282,376	
TOTAL PUBLIC LIBRARY PURPOSES		2,282,376
GRAND TOTAL	**$**	**56,984,725**

2020/2021 BUDGET
REVENUES

For General Corporate Purposes:

Property Taxes - General	$ 12,577,603	
- Pension	3,486,546	
Road and Bridge	80,000	
Sales & Use Tax	1,155,113	
Utility Tax	1,000,000	
State Income Tax	2,307,375	
Personal Property Replacement Tax - General and Pension	233,843	
Real Estate Transfer Tax	135,000	
Grants	695,000	
Transfers from Other Funds	1,556,948	
Licenses	676,910	
Permits and Fees	495,000	
Charges for Services		
Recreation	423,250	
Health	12,500	
Hospital Transport	550,562	
Inspection Fees	94,000	
Property Leases	200,000	
Other Charges	231,250	
Fines	324,000	
Interest Earnings	170,000	
Motor Fuel Tax	1,226,254	
Foreign Fire Insurance	20,000	
TOTAL GENERAL CORPORATE PURPOSES		$27,651,154
FOR RECREATION AND PARKS COMBINED ENTERPRISE FUNDS		
For Aqua Center Fund Purposes	424,000	
For Tennis & Health Club Fund Purposes	278,450	
TOTAL RECREATION AND PARKS COMBINED ENTERPRISE FUNDS		702,450
FOR PUBLIC WORKS COMBINED ENTERPRISE FUNDS		
For Municipal Parking Lot Purposes	71,090	
For Refuse Operations Purposes	1,550,703	
For Water Operations & Maintenance Purposes	7,945,241	
For Sewer Operations & Maintenance Purposes	1,557,809	
TOTAL PUBLIC WORKS COMBINED ENTERPRISE FUNDS		11,124,843

2020/2021 BUDGET
REVENUES

For Downtown Park Forest Purposes	958,136	
TOTAL DOWNTOWN PARK FOREST PURPOSES		958,136
For Capital Project Purposes	845,684	
TOTAL CAPITAL PROJECT PURPOSES		845,684
For Cook County CDBG Purposes	630,000	
TOTAL COOK COUNTY CDBG PURPOSES		630,000
For Police Pension Fund Purposes	3,437,114	
TOTAL POLICE PENSION FUND PURPOSES		3,437,114
For Firefighter Pension Fund Purposes	2,191,078	
TOTAL FIREFIGHTER PENSION FUND PURPOSES		2,191,078
For Bond Retirement Purposes	269,574	
TOTAL BOND RETIREMENT PURPOSES		269,574
For Tax Increment Financing District Purposes	769,627	
TOTAL TAX INCREMENT FINANCING DISTRICT PURPOSES		769,627
For Vehicle Services Purposes	1,542,938	
TOTAL VEHICLE SERVICES PURPOSES		1,542,938
For Housing Authority Purposes	4,568,631	
TOTAL HOUSING AUTHORITY PURPOSES		4,568,631
For Public Library Purposes	2,289,953	
TOTAL PUBLIC LIBRARY PURPOSES		2,289,953
GRAND TOTAL	**$**	**56,981,182**

Adopted this 15th day of June, 2020

AYES:
NAYS:
ABSENT:

APPROVED: _____
Mayor

ATTEST: _____
Village Clerk

AGENDA BRIEFING

DATE: May 19, 2020

TO: Mayor Jonathan Vanderbilt
Board of Trustees

FROM: Mark A. Pries, Deputy Village Manager/Finance Director

RE: An Ordinance Amending Chapter 106 of the Code or Ordinances of the Village of Park Forest (Water and Sewer Rates)

BACKGROUND/DISCUSSION

Water Rates

In 2018, the Village Board approved a 5-year water and sewer rate fee plan. Attached to this memo is the agenda item that was given to the Board in 2018. These items are presented to give the Board the history behind the current water and sewer rate plan for the Village.

After this item, there are 4 schedules. The first 2 schedules show the financial projections for the Water Fund for the next 10 years with the first showing the rates increasing 5% on July 1, 2020 and then the second schedule that shows the same projections for the Water Fund with no rate increase on July 1, 2020. The third and fourth schedules are the same as the Water Fund but they are for the Sewer Fund.

The 2 water rate schedules are differentiated by the yellow-highlighted cell. The first schedule shows the 5% increase on July 1, 2020 to $17.24 and the impact on the cash of the fund. The last line of the schedule shows the impact to the cash of the Water Fund and it can be seen through the next ten years that cash stays in a positive balance each year. However, the second schedule shows the impact of keeping the water rate at $16.42 for FY 20-21 and the last line shows cash decreasing and in FY 26/27 it is negative, getting to a level of ($72,218).

Sewer Rates

The third schedule is for the Sewer Fund and it also has the yellow cell that shows the rate at July 1, 2020 increasing to $3.15. The last line shows the impact to the Sewer Fund's cash over the next 10 years. Even with a consistent 5% increase in rates, the

Sewer Fund's cash position is negative by the tenth year. The fourth schedule shows the impact to the Sewer Fund's cash with no rate increase at July 1, 2020 and the rate staying at $3. Again, by the tenth year cash is in a negative position but at a much more significant amount.

Impact of No Rate Increase at July 1, 2020

Both the Sewer and Water Funds will have the cash reserves to continue operations as planned for the next few years. However, if another rate freeze is to be considered in the future, the planned capital improvements to the funds will need to be postponed and the intervals between each project will need to be extended.

Another consideration that staff must inform the Board about is the possible impact to the Village's credit rating. The Village's current rating from Moody's is A2. The Village was downgraded from A1 to A2 in 2017 and in 2019 Moody's affirmed the A2 rating. One of the areas looked at for a rating is the ability to meet future obligations, such as debt. If there is another rate freeze after this year, the potential exists that not only would planned improvements need to be delayed but the ability to meet future debt obligations could be impacted and the Village's credit rating may suffer. The concern here is that the Village took the steps to freeze the rates when it had a plan in place for rates to increase. This is a different issue compared to incidents outside of the Village's control that impact our operations and finances.

Staff is not objecting to the Board's actions with water and sewer rates. However, the possible impacts of freezing rates are serious enough that staff would be derelict in their duties to the Village if they were not brought to the Board's attention.

SCHEDULE FOR CONSIDERATION: This matter will appear on the Agendas of the Regular meeting on Tuesday, May 26, 2020 for first read, discussion at the Rules meeting on June 1, 2020 and will be up for adoption at the Regular meeting on June 15, 2020.

AGENDA BRIEFING

DATE: April 10, 2018

TO: Mayor John Ostenburg
Board of Trustees

FROM: Mark A. Pries, Deputy Village Manager/Finance Director

RE: An Ordinance Amending Chapter 106 of the Code or Ordinances of the Village of Park Forest (Water and Sewer Rates)

BACKGROUND/DISCUSSION

Water Rates

In FY 12-13, the Board reviewed and acknowledged the need to increase water rates at the Strategic Planning and Financial Update on October 27, 2012 and at the Rules Meeting on December 3, 2012. An eight year trend analysis was reviewed highlighting the negative financial results over the preceding four years – FY's 2009, 2010, 2011 and 2012.

Fiscal Year	Gallons Pumped	Gallons Billed	% Sold	Net Income/ (Loss)	End Net Cash
2006	708,761,000	527,563,520	74.4%	1,454,651	3,157,163
2007	677,237,333	529,189,315	78.1%	1,489,874	3,834,104
2008	612,998,200	506,469,386	82.6%	292,284	2,877.794
2009	553,365,000	486,731,850	88.0%	(278,711)	1,777,299
2010	510,212,000	455,346,031	89.2%	(264,421)	1,140,373
2011	561,622,000	445,452,140	79.3%	(184,543)	351,886
2012	582,251,250	436,467,790	75.0%	(382,825)	325,059
2013	625,294,000	452,681,871	72.4%	521,070	607,378
2014	611,358,000	459,010,240	75.1%	1,291,960	1,019,298
2015	N/A*	399,618,130	N/A*	1,033,260	1,557,356
2016	607,498,000	395,144,899	65.0%	877,221	1,928,956
2017	578,964,000	393,445,720	68.0%	1,830,758	2,194,582

* FY 2015 pumpage information is not available due to a SCADA system failure.

At that time, the major reason for the losses was the reduction in "Gallons Pumped" and "Gallons Billed." These numbers were impacted by the number of vacant and foreclosed homes as well as the high level of vacant commercial properties. During the four year period from FY 2009 to 2012, the Water Fund's fund balance had been depleted. In addition, the need for water main replacement became evidenced by the discolored water situation and the water main breaks presented in the "Public Works" update at the Financial Update meeting in October, 2012.

The following quantities of work were completed in previous calendar years:

	2013	**2014**	**2015**	**2016**	**2017**
Water main breaks repaired	133	99	117	165	154
Water valves replaced/added	3	1	5	58	0
Water service valves replaced	66	56	65	141	150
Multi-Family Looped service requests (New category for 2009)	102	91	22	0	0
Hydrants replaced	5	6	2	42	2
Water main replaced (Ft)	34	1,358	54	15,000	10,000
Water main installed (Ft)	0	0	0	1,850	0

The Water Fund will continue to face two major funding challenges, the need for additional dollars for operations and the need to continue to replace water mains. The attached schedule shows the water rate increases needed to cover operations, fund the debt service for two $2 million water main replacement projects over the next five years and maintain a three-month reserve in the Water Fund.

The proposed water rate increases would have the following monthly impact:

	Rate	**3,700 Gallon Monthly Bill**
Current 17/18	$ 15.64	$ 107.23
18/19	15.64	108.07
19/20	16.42	112.32
20/21	17.24	116.75
21/22	18.11	121.41
22/23	19.01	126.29

Sewer Rates

The Village has not increased sewer rates since July, 2010. The Sewer Fund now accounts for not only sanitary sewer operations and improvements but for storm sewer operations and improvements, as well. Storm sewer financial operations were placed in the Sewer Fund in July, 2015. This fact necessitates the need to schedule regular rate increases in order to maintain sufficient reserves in the Sewer Fund and afford anticipated infrastructure improvements.

If regular rate increases are not put in place, the Sewer Fund runs the risk of being insolvent in less than eight years. The aging infrastructure of both sanitary and storm sewer lines creates an increased financial impact that did not exist before FY 2015/2016. Substantial reserves in the Sewer Fund have carried operations comfortably for three years and would continue to do so for several more. However, spending down the reserves of the Sewer Fund on fixed, day-to-day costs is like trying to use a savings account to pay a monthly mortgage – at some point in time, the funds will be gone and trying to recover from this will be extremely painful. This is why staff is recommending the approach to implement regular, stable rate increases that avoids spiking sewer rates when the reserves of the Sewer Fund become too low.

The following specific quantities of work were completed in previous fiscal/budget years:

Work completed by Day Labor and/or Contractors:	**2013**	**2014**	**2015**	**2016**	**2017**
Sanitary sewer replaced (linear feet)	0	NA*	0	763	0
Sanitary sewer televised (linear feet)	10,246	NA*	4,137	15,485	12,018
Sanitary sewer cleaned (linear feet)	38,230	8,987	15,696	15,485	54,225
Sanitary sewer lined (linear feet)	10,839	NA*	6,138	0	0
Storm sewer replaced (linear feet)	n/a	NA*	60	1,390	195

*No work was completed in 2014 due to work to be completed in 2015 for USEPA Phase II Sanitary Sewer Improvements Project.

The attached schedule shows the sewer rate increases needed to cover operations, fund the debt service for two $2 million sewer main replacement projects over the next five years and maintain the reserves in the Sewer Fund at levels allowing both the Water and Sewer Funds the financial flexibility to cope with most surprises that may come during the next five years.

The proposed sewer rate increases would have the following monthly impact:

	Rate	3,700 Gallon Monthly Bill
Current 17/18	$ 2.86	$ 107.23
18/19	2.86	108.07
19/20	3.00	112.32
20/21	3.15	116.75
21/22	3.31	121.41
22/23	3.48	126.29

RECOMMENDATION: Staff recommends the board adopt the proposed 5-year water and sewer rate schedules at the May 21, 2018 Regular meeting.

SCHEDULE FOR CONSIDERATION: This matter will appear on the Agendas of the Regular meeting on Monday, April 16, 2018 for first read, the Rules meeting on May 7, 2018 for discussion and will be up for adoption at the Regular meeting on May 21, 2018.

MONTHLY AVERAGE BILL

(For a water customer who uses 3,700 gallons/month)

	Fiscal Year					
	17/18	18/19	19/20	20/21	21/22	22/23
Water						
Water Infrastructure Fee	$ 3.00	$ 3.00	$ 3.00	$ 3.00	$ 3.00	$ 3.00
Ready to Serve	3.99	3.99	3.99	3.99	3.99	3.99
Volume Charge	57.87	57.87	60.76	63.80	66.99	70.34
Sewer						
Ready to Serve	0.27	0.27	0.27	0.27	0.27	0.27
Volume Charge	10.58	10.58	11.11	11.67	12.25	12.86
Thorn Creek						
Ready to Serve	1.90	1.90	1.90	1.90	1.90	1.90
Volume Charge	6.96	6.96	6.96	6.96	6.96	6.96
Refuse*	22.66	23.50	24.33	25.17	26.05	26.97
Average Bill	**$ 107.23**	**$ 108.07**	**$ 112.32**	**$ 116.75**	**$ 121.41**	**$ 126.29**

* - estimated monthly charge

Water Rate / 1000 gallons	$ 15.64	$ 15.64	$ 16.42	$ 17.24	$ 18.11	$ 19.01
Sewer Rate / 1000 gallons	$ 2.86	$ 2.86	$ 3.00	$ 3.15	$ 3.31	$ 3.48
Water Rate Increase		$ -	$ 0.78	$ 0.82	$ 0.86	$ 0.91
		0%	5%	5%	5%	5%
Sewer Rate Increase		$ -	$ 0.14	$ 0.15	$ 0.16	$ 0.17
		0%	5%	5%	5%	5%

ANALYSIS OF WATER RATES

	17/18	18/19	19/20	20/21	21/22	22/23
Rate / Proposed Rates	**$ 15.64**	**$ 15.64**	**$ 16.42**	**$ 17.24**	**$ 18.11**	**$ 19.01**
Revenue**	7,180,971	7,180,971	7,489,861	7,814,196	8,154,747	8,512,326
Operating Expenses						
Salaries *	1,422,314	1,464,983	1,508,933	1,554,201	1,600,827	1,648,852
Other Expenses *	5,257,059	5,414,771	5,577,214	5,744,530	5,916,866	6,094,372
Total Expenses	6,679,373	6,879,754	7,086,147	7,298,731	7,517,693	7,743,224
Gain / (Loss)	501,598	301,217	403,714	515,464	637,054	769,102
Cash Adj.						
Existing Debt Principal	(1,223,245)	(1,166,022)	(1,195,307)	(1,225,377)	(1,256,255)	(1,287,962)
Depreciation*	796,059	819,941	844,539	869,875	895,971	922,851
Net Average Cash Impact	74,412	(44,864)	52,946	159,962	276,770	403,990
New Debt Service						
($2,000,000 @ 6%)			(180,000)	(180,000)	(180,000)	(180,000)
($2,000,000 @ 6%)					(180,000)	(180,000)
Adjusted Income/(Shortfall)		(44,864)	(127,054)	(20,038)	(83,230)	43,990
Net Cash	**2,194,582**	**2,149,718**	**2,022,664**	**2,002,626**	**1,919,396**	**1,963,386**

* 3% Increase

** Assumes gallons billed 395,000,000

ANALYSIS OF SEWER RATES

	17/18	18/19	19/20	20/21	21/22	22/23
Rate / Proposed Rates	**$ 2.86**	**$ 2.86**	**$ 3.00**	**$ 3.15**	**$ 3.31**	**$ 3.48**
Revenue**	1,156,985	1,156,985	1,213,470	1,272,780	1,335,054	1,400,443
Operating Expenses						
Salaries *	368,529	379,585	390,972	402,702	414,783	427,226
Other Expenses *	944,745	973,087	1,002,280	1,032,348	1,063,319	1,095,218
Total Expenses	1,313,274	1,352,672	1,393,252	1,435,050	1,478,101	1,522,445
Gain / (Loss)	(156,289)	(195,687)	(179,782)	(162,270)	(143,047)	(122,002)
Cash Adj.						
Existing Debt Principal	(46,031)	(46,609)	(47,193)	(47,785)	(48,384)	(48,991)
Depreciation*	205,714	211,885	218,242	224,789	231,533	238,479
Net Average Cash Impact	3,394	(30,410)	(8,733)	14,734	40,102	67,486
New Debt Service						
($2,000,000 @ 6%)			(180,000)	(180,000)	(180,000)	(180,000)
($2,000,000 @ 6%)					(180,000)	(180,000)
Adjusted Income/(Shortfall)		(30,410)	(188,733)	(165,266)	(319,898)	(292,514)
Net Cash	**3,770,972**	**3,740,562**	**3,551,829**	**3,386,562**	**3,066,664**	**2,774,151**

* 3% Increase

** Assumes gallons billed 395,000,000

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 106, ARTICLE II ("WATER") AND ARTICLE III ("SANITARY SEWER SYSTEM") OF THE CODE OF ORDINANCES OF THE VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS

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. **Code of Ordinances Amended**. Chapter 106 ("Utilities"), Article II ("Water"), Section 106-49 ("Rates") 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:

Sec. 106-49. Rates.

(b) *Commercial customers.* Metered, treated water per 1,000 gallons.

Beginning July 1, ~~2013~~ 2018	~~$11.93~~ 15.64 per 1,000 gallons
Beginning July 1, ~~2014~~ 2019	~~$12.77~~ 16.42 per 1,000 gallons
Beginning July 1, ~~2015~~ 2020	~~$13.66~~ 17.24 per 1,000 gallons
Beginning July 1, ~~2016~~ 2021	~~$14.61~~ 18.11 per 1,000 gallons
Beginning July 1, ~~2017~~ 2022	~~$15.64~~ 19.01 per 1,000 gallons

(c) *Residential Customers.* Metered, treated water per 1,000 gallons.

Beginning July 1, ~~2013~~ 2018	~~$11.93~~ 15.64 per 1,000 gallons
Beginning July 1, ~~2014~~ 2019	~~$12.77~~ 16.42 per 1,000 gallons
Beginning July 1, ~~2015~~ 2020	~~$13.66~~ 17.24 per 1,000 gallons
Beginning July 1, ~~2016~~ 2021	~~$14.61~~ 18.11 per 1,000 gallons
Beginning July 1, ~~2017~~ 2022	~~$15.64~~ 19.01 per 1,000 gallons

* * * *

Section 2. **Code of Ordinances Amended**. Chapter 106 ("Utilities"), Article III ("Sanitary Sewer System"), Section 106-264 ("Rate of Wastewater Service and Volume Charge") 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:

Sec. 106-264. Rate of Wastewater Service and Volume Charge.

(b) The waste water volume charge is hereby established as follows:

Single-family residential customer:

Beginning July 1, ~~2006~~ 2018: ~~$1.85~~ $2.86 per 1,000 gallons

Beginning July 1, ~~2007~~ 2019: ~~$2.10~~ $3.00 per 1,000 gallons

Beginning July 1, ~~2008~~ 2020: ~~$2.35~~ $3.15 per 1,000 gallons

Beginning July 1, ~~2009~~ 2021: ~~$2.60~~ $3.31 per 1,000 gallons

Beginning July 1, ~~2010~~ 2022: ~~$2.86~~ $3.48 per 1,000 gallons

Multi-family residential customer:

Beginning July 1, ~~2006~~ 2018: ~~$1.85~~ $2.86 per 1,000 gallons

Beginning July 1, ~~2007~~ 2019: ~~$2.10~~ $3.00 per 1,000 gallons

Beginning July 1, ~~2008~~ 2020: ~~$2.35~~ $3.15 per 1,000 gallons

Beginning July 1, ~~2009~~ 2021: ~~$2.60~~ $3.31 per 1,000 gallons

Beginning July 1, ~~2010~~ 2022: ~~$2.86~~ $3.48 per 1,000 gallons

Commercial customer:

Beginning July 1, ~~2006~~ 2018: ~~$1.85~~ $2.86 per 1,000 gallons

Beginning July 1, ~~2007~~ 2019: ~~$2.10~~ $3.00 per 1,000 gallons

Beginning July 1, ~~2008~~ 2020: ~~$2.35~~ $3.15 per 1,000 gallons

Beginning July 1, ~~2009~~ 2021: ~~$2.60~~ $3.31 per 1,000 gallons

Beginning July 1, ~~2010~~ 2022: ~~$2.86~~ $3.48 per 1,000 gallons

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 take effect from and after its passage and approval and publication as required by law on July 1, 2018.

Passed this _____ day of _____, 2018.

APPROVED: **ATTEST:**

_____ _____

MAYOR VILLAGE CLERK

ANALYSIS OF WATER RATES

	Actual 17/18	Actual 18/19	Estimated 19/20	Proposed 20/21	Proposed 21/22	Proposed 22/23	Proposed 23/24	Proposed 24/25	Proposed 25/26	Proposed 26/27	Proposed 27/28	Proposed 28/29	Proposed 29/30
Rate / Proposed Rates	**$ 15.64**	**$ 15.64**	**$ 16.42**	**$ 17.24**	**$ 18.10**	**$ 19.01**	**$ 19.96**	**$ 20.96**	**$ 22.00**	**$ 23.10**	**$ 24.26**	**$ 25.47**	**$ 26.75**
Revenue**	7,607,013	7,722,650	7,658,612	7,945,241	8,153,876	8,511,411	8,886,823	9,281,006	9,694,897	10,129,484	10,585,799	11,064,931	11,568,019
Operating Expenses													
Salaries *	1,375,367	1,391,813	1,512,550	1,620,050	1,668,652	1,718,711	1,770,272	1,823,381	1,878,082	1,934,424	1,992,457	2,052,231	2,113,798
Other Expenses *	4,484,759	4,637,603	4,923,206	5,936,068	6,114,150	6,297,575	6,486,502	6,681,097	6,881,530	7,087,976	7,300,615	7,519,633	7,745,222
Total Expenses	5,860,126	6,029,416	6,435,756	7,556,118	7,782,802	8,016,286	8,256,774	8,504,477	8,759,612	9,022,400	9,293,072	9,571,864	9,859,020
Gain / (Loss)	1,746,887	1,693,234	1,222,856	389,123	371,074	495,125	630,049	776,528	935,286	1,107,084	1,292,727	1,493,066	1,708,999
Cash Adj.													
Existing Debt Principal	(1,195,609)	(1,185,619)	(1,212,298)	(1,239,601)	(1,267,545)	(1,296,143)	(1,325,412)	(1,355,368)	(1,386,028)	(895,796)	(386,660)	(392,795)	(399,031)
Major Capital Outlay	(863,038)	(1,378,402)	(608,307)	(3,050,000)	(1,950,000)		(3,050,000)	(1,950,000)		(3,050,000)	(1,950,000)		(3,050,000)
Loan Proceeds	795,431			1,350,000	3,650,000		2,500,000	2,500,000		2,500,000	2,500,000		2,500,000
Depreciation*	869,577	889,409	896,495	920,678	948,298	976,747	1,006,050	1,036,231	1,067,318	1,099,338	1,132,318	1,166,287	1,201,276
Net Average Cash Impact	1,353,248	18,621	298,746	(1,629,800)	1,751,828	175,730	(239,313)	1,007,391	616,576	760,625	2,588,385	2,266,559	1,961,243
New Debt Service													
($5,000,000 @ 4%)					(365,000)	(365,000)	(365,000)	(365,000)	(365,000)	(365,000)	(365,000)	(365,000)	(365,000)
($5,000,000 @ 4%)								(365,000)	(365,000)	(365,000)	(365,000)	(365,000)	(365,000)
($5,000,000 @ 4%)											(365,000)	(365,000)	(365,000)
Adjusted Income/(Shortfall)		18,621	298,746	(1,629,800)	1,386,828	(189,270)	(604,313)	277,391	(113,424)	30,625	1,493,385	1,171,559	866,243
Ending Cash		**3,243,287**	**3,542,033**	**1,912,233**	**3,299,061**	**3,109,790**	**2,505,477**	**2,782,868**	**2,669,444**	**2,700,069**	**4,193,454**	**5,365,013**	**6,231,257**

* 3% Increase

** Assumes gallons billed 395,000,000

ANALYSIS OF WATER RATES

	Actual 17/18	Actual 18/19	Estimated 19/20	Proposed 20/21	Proposed 21/22	Proposed 22/23	Proposed 23/24	Proposed 24/25	Proposed 25/26	Proposed 26/27	Proposed 27/28	Proposed 28/29	Proposed 29/30
Rate / Proposed Rates	**$ 15.64**	**$ 15.64**	**$ 16.42**	**$ 16.42**	**$ 17.24**	**$ 18.10**	**$ 19.01**	**$ 19.96**	**$ 20.96**	**$ 22.00**	**$ 23.10**	**$ 24.26**	**$ 25.47**
Revenue**	7,607,013	7,722,650	7,658,612	7,489,071	7,813,366	8,153,876	8,511,411	8,886,823	9,281,006	9,694,897	10,129,484	10,585,799	11,064,931
Operating Expenses													
Salaries *	1,375,367	1,391,813	1,512,550	1,620,050	1,668,652	1,718,711	1,770,272	1,823,381	1,878,082	1,934,424	1,992,457	2,052,231	2,113,798
Other Expenses *	4,484,759	4,637,603	4,923,206	5,936,068	6,114,150	6,297,575	6,486,502	6,681,097	6,881,530	7,087,976	7,300,615	7,519,633	7,745,222
Total Expenses	5,860,126	6,029,416	6,435,756	7,556,118	7,782,802	8,016,286	8,256,774	8,504,477	8,759,612	9,022,400	9,293,072	9,571,864	9,859,020
Gain / (Loss)	1,746,887	1,693,234	1,222,856	(67,047)	30,564	137,590	254,637	382,346	521,394	672,497	836,412	1,013,935	1,205,911
Cash Adj.													
Existing Debt Principal	(1,195,609)	(1,185,619)	(1,212,298)	(1,239,601)	(1,267,545)	(1,296,143)	(1,325,412)	(1,355,368)	(1,386,028)	(895,796)	(386,660)	(392,795)	(399,031)
Major Capital Outlay	(863,038)	(1,378,402)	(608,307)	(3,050,000)	(1,950,000)		(3,050,000)	(1,950,000)		(3,050,000)	(1,950,000)		(3,050,000)
Loan Proceeds	795,431			1,350,000	3,650,000		2,500,000	2,500,000		2,500,000	2,500,000		2,500,000
Depreciation*	869,577	889,409	896,495	920,678	948,298	976,747	1,006,050	1,036,231	1,067,318	1,099,338	1,132,318	1,166,287	1,201,276
Net Average Cash Impact	1,353,248	18,621	298,746	(2,085,970)	1,411,318	(181,806)	(614,725)	613,209	202,684	326,039	2,132,069	1,787,427	1,458,156
New Debt Service													
($5,000,000 @ 4%)					(365,000)	(365,000)	(365,000)	(365,000)	(365,000)	(365,000)	(365,000)	(365,000)	(365,000)
($5,000,000 @ 4%)								(365,000)	(365,000)	(365,000)	(365,000)	(365,000)	(365,000)
($5,000,000 @ 4%)											(365,000)	(365,000)	(365,000)
Adjusted Income/(Shortfall)		18,621	298,746	(2,085,970)	1,046,318	(546,806)	(979,725)	(116,791)	(527,316)	(403,961)	1,037,069	692,427	363,156
Ending Cash		**3,243,287**	**3,542,033**	**1,456,063**	**2,502,381**	**1,955,575**	**975,850**	**859,059**	**331,743**	**(72,218)**	**964,851**	**1,657,278**	**2,020,434**

* 3% Increase

** Assumes gallons billed 395,000,000

ANALYSIS OF SEWER RATES

	Actual 17/18	Actual 18/19	Estimated 19/20	Proposed 20/21	Proposed 21/22	Proposed 22/23	Proposed 23/24	Proposed 24/25	Proposed 25/26	Proposed 26/27	Proposed 27/28	Proposed 28/29	Proposed 29/30
Rate / Proposed Rates	**$ 2.86**	**$ 2.86**	**$ 3.00**	**$ 3.15**	**$ 3.31**	**$ 3.47**	**$ 3.65**	**$ 3.83**	**$ 4.02**	**$ 4.22**	**$ 4.43**	**$ 4.65**	**$ 4.89**
Revenue**	1,156,985	1,228,727	1,436,873	1,557,809	1,333,748	1,399,071	1,467,660	1,539,679	1,615,299	1,694,699	1,778,070	1,865,609	1,957,526
Operating Expenses													
Salaries *	368,529	384,560	409,414	425,696	438,467	451,621	465,170	479,125	493,498	508,303	523,552	539,259	555,437
Other Expenses *	944,745	745,113	1,514,890	1,575,968	1,623,247	1,671,944	1,722,103	1,773,766	1,826,979	1,881,788	1,938,242	1,996,389	2,056,281
Total Expenses	1,313,274	1,129,673	1,924,304	2,001,664	2,061,714	2,123,565	2,187,272	2,252,890	2,320,477	2,390,091	2,461,794	2,535,648	2,611,718
Gain / (Loss)	(156,289)	99,054	(487,431)	(443,855)	(727,966)	(724,494)	(719,612)	(713,211)	(705,178)	(695,392)	(683,724)	(670,039)	(654,192)
Cash Adj.													
Existing Debt Principal	(46,031)	(46,609)	(47,193)	(47,785)	(48,384)	(48,991)	(49,605)	(50,227)	(50,857)	(51,494)	(52,140)	(52,794)	(53,456)
Major Capital Outlay		(83,923)	(216,403)	(400,000)									
Loan Proceeds					2,000,000			2,000,000			2,500,000		
Depreciation*	205,714	170,081	171,823	190,566	196,283	202,171	208,237	214,484	220,918	227,546	234,372	241,403	248,645
Net Average Cash Impact	3,394	138,603	(579,204)	(701,074)	1,419,933	(571,314)	(560,980)	1,451,045	(535,117)	(519,340)	1,998,508	(481,429)	(459,003)
New Debt Service													
($2,000,000 @ 4%)					(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)
($2,000,000 @ 4%)								(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)
($2,500,000 @ 4%)											(182,000)	(182,000)	(182,000)
Adjusted Income/(Shortfall)		138,603	(579,204)	(701,074)	1,239,933	(751,314)	(740,980)	1,091,045	(895,117)	(879,340)	1,456,508	(1,023,429)	(1,001,003)
Ending Cash		**2,735,349**	**2,156,145**	**1,455,071**	**2,695,004**	**1,943,690**	**1,202,710**	**2,293,755**	**1,398,638**	**519,297**	**1,975,805**	**952,376**	**(48,627)**

* 3% Increase

** Assumes gallons billed 395,000,000

ANALYSIS OF SEWER RATES

	Actual 17/18	Actual 18/19	Estimated 19/20	Proposed 20/21	Proposed 21/22	Proposed 22/23	Proposed 23/24	Proposed 24/25	Proposed 25/26	Proposed 26/27	Proposed 27/28	Proposed 28/29	Proposed 29/30
Rate / Proposed Rates	**$ 2.86**	**$ 2.86**	**$ 3.00**	**$ 3.00**	**$ 3.15**	**$ 3.31**	**$ 3.47**	**$ 3.65**	**$ 3.83**	**$ 4.02**	**$ 4.22**	**$ 4.43**	**$ 4.65**
Revenue**	1,156,985	1,228,727	1,436,873	1,512,285	1,271,535	1,333,748	1,399,071	1,467,660	1,539,679	1,615,299	1,694,699	1,778,070	1,865,609
Operating Expenses													
Salaries *	368,529	384,560	409,414	425,696	438,467	451,621	465,170	479,125	493,498	508,303	523,552	539,259	555,437
Other Expenses *	944,745	745,113	1,514,890	1,575,968	1,623,247	1,671,944	1,722,103	1,773,766	1,826,979	1,881,788	1,938,242	1,996,389	2,056,281
Total Expenses	1,313,274	1,129,673	1,924,304	2,001,664	2,061,714	2,123,565	2,187,272	2,252,890	2,320,477	2,390,091	2,461,794	2,535,648	2,611,718
Gain / (Loss)	(156,289)	99,054	(487,431)	(489,379)	(790,179)	(789,817)	(788,201)	(785,230)	(780,798)	(774,793)	(767,095)	(757,578)	(746,108)
Cash Adj.													
Existing Debt Principal	(46,031)	(46,609)	(47,193)	(47,785)	(48,384)	(48,991)	(49,605)	(50,227)	(50,857)	(51,494)	(52,140)	(52,794)	(53,456)
Major Capital Outlay		(83,923)	(216,403)	(400,000)									
Loan Proceeds					2,000,000			2,000,000			2,500,000		
Depreciation*	205,714	170,081	171,823	190,566	196,283	202,171	208,237	214,484	220,918	227,546	234,372	241,403	248,645
Net Average Cash Impact	3,394	138,603	(579,204)	(746,598)	1,357,720	(636,637)	(629,570)	1,379,027	(610,737)	(598,741)	1,915,137	(568,969)	(550,919)
New Debt Service													
($2,000,000 @ 4%)					(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)
($2,000,000 @ 4%)								(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)
($2,500,000 @ 4%)											(182,000)	(182,000)	(182,000)
Adjusted Income/(Shortfall)		138,603	(579,204)	(746,598)	1,177,720	(816,637)	(809,570)	1,019,027	(970,737)	(958,741)	1,373,137	(1,110,969)	(1,092,919)
Ending Cash		**2,735,349**	**2,156,145**	**1,409,547**	**2,587,268**	**1,770,631**	**961,061**	**1,980,088**	**1,009,351**	**50,610**	**1,423,747**	**312,778**	**(780,140)**

* 3% Increase

** Assumes gallons billed 395,000,000

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 106, ARTICLE II ("WATER") AND ARTICLE III ("SANITARY SEWER SYSTEM") OF THE CODE OF ORDINANCES OF THE VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS

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. **Code of Ordinances Amended**. Chapter 106 ("Utilities"), Article II ("Water"), Section 106-49 ("Rates") 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:

Sec. 106-49. Rates.

(b) *Commercial customers.* Metered, treated water per 1,000 gallons.

Beginning July 1, 2020	~~$17.24~~ 16.42 per 1,000 gallons
Beginning July 1, 2021	~~$18.11~~ 17.24 per 1,000 gallons
Beginning July 1, 2022	~~$19.01~~ 18.11 per 1,000 gallons

(c) *Residential Customers.* Metered, treated water per 1,000 gallons.

Beginning July 1, 2020	~~$17.24~~ 16.42 per 1,000 gallons
Beginning July 1, 2021	~~$18.11~~ 17.24 per 1,000 gallons
Beginning July 1, 2022	~~$19.01~~ 18.11 per 1,000 gallons

* * * *

Section 2. **Code of Ordinances Amended**. Chapter 106 ("Utilities"), Article III ("Sanitary Sewer System"), Section 106-264 ("Rate of Wastewater Service and Volume Charge") 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:

Sec. 106-264. Rate of Wastewater Service and Volume Charge.

(b) The waste water volume charge is hereby established as follows:

Single-family residential customer:

Beginning July 1, 2020: ~~$3.15~~ $3.00 per 1,000 gallons

Beginning July 1, 2021: ~~$3.31~~ $3.15 per 1,000 gallons

Beginning July 1, 2022: ~~$3.48~~ $3.31 per 1,000 gallons

Multi-family residential customer:

Beginning July 1, 2020: ~~$3.15~~ $3.00 per 1,000 gallons

Beginning July 1, 2021: ~~$3.31~~ $3.15 per 1,000 gallons

Beginning July 1, 2022: ~~$3.48~~ $3.31 per 1,000 gallons

Commercial customer:

Beginning July 1, 2020: ~~$3.15~~ $3.00 per 1,000 gallons

Beginning July 1, 2021: ~~$3.31~~ $3.15 per 1,000 gallons

Beginning July 1, 2022: ~~$3.48~~ $3.31 per 1,000 gallons

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 take effect from and after its passage and approval and publication as required by law on July 1, 2020.

Passed this _____ day of _____, 2020.

APPROVED:

_____

MAYOR

ATTEST:

_____

VILLAGE CLERK

AGENDA BRIEFING

DATE: **May 26, 2020**

TO: **Mayor Jonathan Vanderbilt**
Board of Trustees

FROM: **Tracy Natyshok, Fire Chief**

RE: **MABAS 27 (Mutual Aid Box Alarm System) Intergovernmental Cooperation Agreement**

BACKGROUND/DISCUSSION:
The attached intergovernmental agreement will allow the Village of Park Forest Fire Department to enter into an equipment sharing agreement with other MABAS 27 fire departments including the Frankfort & Peotone Fire Protection Districts. This agreement will allow the parties to develop an agreement to set forth the rights, obligations and responsibilities with regard to each situation where one party may need to borrow equipment from the other party. Each department will maintain their right to decline such requests at any given time. The agreement spells out, in advance, the guidelines and agreement prior to the need to cooperate and/or the sharing of equipment to maintain public safety.

RECOMMENDATION:
Fire Department staff recommends the adoption of the attached resolution approving an Intergovernmental Agreement between the following members of MABAS Division 27: Beecher Fire Protection District, Chicago Heights Fire Department, Crete Fire Department, Crete Township Fire Protection District, Ford Heights Fire Department, Frankfort Fire Protection District, Matteson Fire Department, Monee Fire Protection District, Park Forest Fire Department, Peotone Fire Protection District, Richton Park Fire Department, Sauk Village Fire Department, South Chicago Heights Fire Department, Steger Fire Department, Steger Estates Fire Protection District, and University Park Fire Department.

SCHEDULE FOR DISCUSSION:
This item will appear on the agenda of the June 1, 2020 Rules Meeting for Board discussion.

INTERGOVERNMENTAL AGREEMENT

This Agreement is made and entered into on the last date set forth next to the signature of each party hereto, by and between the following members of MABAS Division 27: BEECHER FIRE PROTECTION DISTRICT, CHICAGO HEIGHTS FIRE DEPARTMENT, CRETE FIRE DEPARTMENT, CRETE TOWNSHIP FIRE PROTECTION DISTRICT, FORD HEIGHTS FIRE DEPARTMENT, FRANKFORT FIRE PROTECTION DISTRICT, MATTESON FIRE DEPARTMENT, MONEE FIRE PROTECTION DISTRICT, PARK FOREST FIRE DEPARTMENT, PEOTONE FIRE PROTECTION DISTRICT, RICHTON PARK FIRE DEPARTMENT, SAUK VILLAGE FIRE DEPARTMENT, SOUTH CHICAGO HEIGHTS FIRE DEPARTMENT, STEGER FIRE DEPARTMENT, STEGER ESTATES FIRE PROTETION DISTRICT, UNIVERSITY PARK FIRE DEPARTMENT (collectively referred to as the "Parties"), which have approved this Agreement in the manner provided by law.

WHEREAS, Article VII, Section 10, of the Illinois Constitution of 2770 authorizes units of local government to cooperate with each other in order to accomplish common goals and objectives; and

WHEREAS, the Intergovernmental Cooperation Act (5 ILCS 220/1 et seg.) provides that any power or powers, privilege or authority exercised or which may be exercised by a public agency or this State may be exercised, combined, transferred, and enjoyed jointly with any other public agency; and

WHEREAS, the Parties are units of local governments as defined in the Illinois Constitution and are public agencies pursuant to the Intergovernmental Cooperation Act; and

WHEREAS, the Illinois Fire Protection District Act (70 ILCS 705/6(i) provides that the board of trustees of a fire protection district has the power to pass all necessary ordinances, and rules and regulations for the proper management and conduct of the business of the board of trustees; and

WHEREAS, the Parties recognize the need to cooperate in maintaining their concern for public safety; and

WHEREAS, the Parties, from time to time, find it necessary to borrow vehicles and other assets from one another during times of particular shortages in their respective equipment rosters; and

WHEREAS, the Parties seek to develop an Agreement to set forth the rights, obligations

and responsibilities with regard to each situation where one party may need to borrow equipment from the other party.

NOW, THEREFORE, the Parties hereby enter into this Intergovernmental Agreement upon the following terms and conditions:

Section 1: The Parties agree, based on need and availability, that each Party will attempt in good faith to lend the other Parties vehicles, assets, and/or equipment upon request by another Party, provided that the vehicles, assets, and/or equipment are available to be lent as determined by the lending Party in its sole discretion. The determination of availability of any vehicle and/or equipment for loan hereunder shall be made in the sole discretion of the owner of said property, and no claim shall lie against them for such determination.

Section 2: Whenever property or vehicles are loaned, the borrowing Party agrees to indemnify and hold the lending party harmless for all claims, losses or damages claimed as a result from the use of the vehicle, and any other acts or omissions of the borrowing Parties' personnel or agents, including for any costs, reasonable attorneys fees which emanate from the execution and performance of this Agreement and use of the vehicles and/or equipment which may follow under this Agreement.

Section 3: The Parties agree that whenever property or assets are lent, the borrowing Party shall return the property in the same condition in which it was lent to the borrowing Party. The borrowing Party shall be required to pay for all required and/or necessary maintenance, fuel, or repairs during the period in which the property is lent to the borrowing party. The Parties further agree that the lending Party may demand and receive the vehicle or equipment returned whenever the lending party determines the equipment or vehicle is needed and therefore no longer available. The determination of availability of any vehicle, asset, and/or equipment for loan hereunder shall be made in the sole discretion of the owner of said property, and no claim shall lie against them for such determination. If the lending Party requests that a vehicle or piece of equipment be returned, the borrowing Party shall return the item(s) immediately.

Section 4: The Parties agree that the borrowing party shall defend, indemnify and hold harmless the elected and appointed officials and all other agents, representatives and employees of the lending party against any claim, suit or cause of action arising out of the actions of any employee, volunteer or agent of the borrowing party.

Section 5: The Parties agree further that the borrowing Party shall ensure it has

obtained suitable insurance coverage for the vehicle, asset, or equipment borrowed by the borrowing Party for the entire period that the borrowed item is in the possession and control of the borrowing Party, with the lending party named as an additional insured. Before taking possession, the lending Party must approve the insurance arrangement in advance of receiving possession and control of any vehicle, asset, or equipment from the borrowing party.

Section 6: This Agreement shall only be amended by a written instrument approved and signed by all parties hereto. Such amendment shall take effect immediately upon its execution.

Section 7: This Agreement shall remain in force and effect until terminated by the Parties. Any Party may terminate its involvement in this Agreement by giving 90 days' written notice to the Fire Chief or his designee of the other Parties. The Agreement shall continue in full force and effect among the non-withdrawing Parties.

Section 8: This Agreement shall be governed, interpreted and construed in accordance with the laws of the State of Illinois.

Section 9: This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Agreement shall not be effective until the execution and delivery between each of the Parties of at least one set of the counterparts.

IN WITNESS WHEREOF, the Parties, pursuant to proper and necessary authorization, have executed this Agreement on the date shown below.

APPROVED AND ADOPTED this _____ day of _____, 2020.

BEECHER FIRE PROTECTION DISTRICT	Attest:
_____	_____
President, Board of Trustees	Secretary, Board of Trustees
CHICAGO HEIGHTS FIRE DEPARTMENT	Attest:
_____	_____
President, Board of Trustees	Secretary, Board of Trustees

CRETE FIRE DEPARTMENT Attest:

_____ _____
President, Board of Trustees Secretary, Board of Trustees

CRETE TOWNSHIP FIRE PROTECTION DISTRICT Attest:

_____ _____
President, Board of Trustees Secretary, Board of Trustees

FORD HEIGHTS FIRE DEPARTMENT Attest:

_____ _____
President, Board of Trustees Secretary, Board of Trustees

FRANKFORT FIRE PROTECTION DISTRICT Attest:

_____ _____
President, Board of Trustees Secretary, Board of Trustees

MATTESON FIRE DEPARTMENT Attest:

_____ _____
President, Board of Trustees Secretary, Board of Trustees

MONEE FIRE PROTECTION DISTRICT Attest:

_____ _____
President, Board of Trustees Secretary, Board of Trustees

PARK FOREST FIRE DEPARTMENT Attest:

_____ _____
President, Board of Trustees Secretary, Board of Trustees

PEOTONE FIRE PROTECTION DISTRICT Attest:

_____ _____
President, Board of Trustees Secretary, Board of Trustees

RICHTON PARK FIRE DEPARTMENT Attest:

_____ _____

President, Board of Trustees Secretary, Board of Trustees

SAUK VILLAGE FIRE DEPARTMENT Attest:

_____ _____

President, Board of Trustees Secretary, Board of Trustees

SOUTH CHICAGO HEIGHTS FIRE DEPARTMENT Attest:

_____ _____

President, Board of Trustees Secretary, Board of Trustees

STEGER FIRE DEPARTMENT Attest:

_____ _____

President, Board of Trustees Secretary, Board of Trustees

STEGER ESTATES FIRE PROTECTION DISTRICT Attest:

_____ _____

President, Board of Trustees Secretary, Board of Trustees

UNIVERSITY PARK FIRE DEPARTMENT Attest:

_____ _____

President, Board of Trustees Secretary, Board of Trustees

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

CONFERENCE CALL **7:00 p.m.** **June 1, 2020**

Roll Call

Reports of Village Officers

Mayor	Village Attorney
Village Manager	Village Clerk

Reports of Commission Liaisons and Committee Chairpersons

Citizens Comments, Observations, Petitions*

Motion: Approval of Consent

CONSENT:

1. Motion: Approval of the meeting minutes of the Special Rules Meeting of May 18, 2020, the Regular Meeting of May 18, 2020.

Appointments

DEBATABLE:

2. Ordinance: An Ordinance Amending Chapter 106 of the Code or Ordinances of the Village of Park Forest (Water and Sewer Rates) (Final Reading)

3. Ordinance: An Ordinance adopting the Budget for all corporate purposes of the Village of Park Forest, Cook and Will Counties, Illinois, in lieu of the appropriation Ordinance for the Fiscal Year commencing on the first day of July, 2020 and ending the thirtieth day of June, 2021 (First Reading)

Adjournment

NOTE – DUE TO COVID-19,
THE BOARD MEETING WILL BE HELD VIA CONFERENCE CALL
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****A record of all action (if any) taken during the Board Meeting will be made available upon request.**

NOTE: Copies of Agenda Items are Available on the Village website at www.villageofparkforest.com

VILLAGE OF PARK FOREST

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

CONFERENCE CALL **6:00 p.m.** **May 18, 2020**

IN ATTENDANCE: Mayor Jonathan Vanderbilt, Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Joseph Woods, Trustee Maya Hardy, and Trustee Glenna Hennessy

ABSENT: Trustee Candyce Herron

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Christopher Mannino, Fire Chief Tracy Natyshok, Village Attorney Ross Secler, Finance Director Mark Pries, Director of Personnel Denyse Carreras, Director of Economic Development and Planning Hildy Kingma, Director of Recreation and Parks Rob Gunther, Director of Public Relations Jason Miller, Assistant Director of Public Works Roderick Ysaguirre, and IT Coordinator Craig Kaufman

RECORDER: Village Clerk Sheila McGann

OTHERS IN ATTENDANCE: none

Roll Call

The audio meeting was called to order at 6:01 p.m. by Mayor Vanderbilt. Roll was called by Clerk McGann. Mayor Vanderbilt said Trustee Herron had a work obligation tonight, a graduation, and would not be in attendance

Mayor Vanderbilt read a proclamation naming May 17-23, 2020 National Emergency Medical Services Week. EMS personnel work 23 hours a day, 7 days a week helping to save patients from Covid 19 and other emergency situations. Their life saving skills help all residents in time of need. Mayor Vanderbilt thanked all EMS Personnel. They are "EMS Strong: Ready today. Preparing for tomorrow."

Mayor Vanderbilt read a second proclamation naming May 19-23, 2020 Nation Public Works Week. Public Works Professionals are vital to the public health and well-being for the residents of Park Forest. Mayor Vanderbilt thanked all Public Works Professionals for using their knowledge and interests to contribute to Park Forest's superior water quality and to all other ways they provide for the safety and quality of life of all Park Foresters.

1. An Ordinance Approving a Special Use Permit in the M, Manufacturing Zoning District to Permit an Adult-Use Cannabis Craft Grower at 80-90 North Street

Manager Mick said this item comes out of the Economic Development and Planning Department and the Planning and Zoning Commission. Director Kingma explained the public hearing process required for a special use permit and followed all necessary procedures held May 12. There were no comments from the public and the Planning and Zoning Commission voted 6-0 in

MOTIONS

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

1. A Motion to approve the minutes of the Special Rules Meeting of May 18, 2020, the Regular Meeting of May 18, 2020.

   MOVED, that the Mayor and Board of Trustees appoint Jennifer Whitson, 333 Farragut Street, to the Beautification Awards Committee for a term to expire on December 31, 2022.

June 1, 2020

favor of granting the special use permit with recommendations. Director Kingma gave an overview and details of the company and their three-phase plan which included the following items: number of employees, security and surveillance, vehicles/parking, fence repair and vegetation, screening of visitors, and odor control. Planning and Zoning Commission recommend approval of the special use permit with conditions being met and complying with Village's Code of Ordinances. Mayor Vanderbilt asked the Board if there were any questions or comments. Hearing none, this item will have first reading at the regular meeting tonight and will be on the agenda for final reading at the regular meeting, Tuesday, May 26.

2. An Ordinance Amending Ordinance No. 2116 Adopting the Annual Budget for the Year Commencing July 1, 2019 and ending June 30, 2020

Manager Mick said this item comes out of the Finance Department**.** Director Pries explained that there was a budget review with the Board in February where expenses and revenues are analyzed. This ordinance allows for the amendments to the 2019-2020 budget. He detailed the items listed on the memo where assigned dollars were not spent. Some items happens are carried over every year, sometimes there are unforeseen changes/expenses, i.e. computer network security and the communication tower. Increase in revenues came from various areas: Art Counsel Grant, increase in building permits, hospital transport fund, and interest from the IRMA Insurance Pool. Mayor Vanderbilt asked the Board if there were any questions or comments. Hearing none, this item will be on the agenda at tonight's regular meeting for First Reading.

3. A Resolution Approving Renewal and Continuation of a Local Disaster and State of Emergency Within the Village of Park Forest in Response to the COVID-19 Pandemic.

Manager Mick said this items comes out of Manager's Office. It is a continuation of the Local Disaster Declaration of April 6 and May 4. The Village Code requires it to be reapproved which will extend it to the beginning of June. If necessary, it will be reapproved at that time. Attorney Secler agreed with Manager Mick's summary and was available to answer any questions. Mayor Vanderbilt asked the Board if there were any questions or comments. Hearing none, this item will on the consent agenda at tonight's regular meeting.

4. Contract 2020-21 MFT Street Sweeping Maintenance Contract

Manager Mick said this item comes out of the Public Works Department. It is an annual contract for street sweeping. Director Ysaguirre explained the bidding process which included published and mailed bid invitations. Three bids were opened with the lowest bidder was Advanced Sweeping Solutions, East Chicago, Indiana. As they did not have any building in Illinois, they were not qualified to receive the bid. Staff chose the second lowest bidder to receive the contract, Illinois Central Sweeping, LLC, Tinley Park. They have done prior work with the Village and are happy with them. Mayor Vanderbilt asked the Board if there were any questions or comments. Hearing none, this item will be on the agenda at a subsequent meeting.

5. Contract for Residential Water Shut Off Valve Replacement

Manager Mick said this item is out of the Public Works Department and ongoing infrastructure improvements. Director Ysaguirre explained the required bidding process with Calumet city Plumbing, Calumet City, as the lowest bidder. They have done work in Village previously and were satisfied with their work. Mayor Vanderbilt asked if there were any questions or comments. Trustee Hennessy asked how many shut off value replacements have been done, how many more

they are expecting to do, and what is their service life. Director Ysaguirre said that over one hundred are expected to be done and that it an ongoing project for the list is always changing. The shut off valves usually last 20-30 years but sometimes seize up when being turned on or off. Manager Mick said he would send the figures to the Board with their weekly update. Mayor Vanderbilt added that the 2021 contract proposes to replace 105 valves (or as many as possible) this fiscal year. Hearing no other questions, this item will be on the agenda for action at a subsequent meeting.

6. Approval of a Phase 2 Engineering Services Agreement (ESA) for the addition of a sidewalk along Rte. 30 (FAU 0353) from Orchard to Eastern Corporate Limit
Manager Mick said items six and seven, from Public Works, will be taken together. Director Ysaguirre said item six is for the design engineering services for sidewalk along Route 30. The Village's usual share for this type of project is 20%, but The RTA award will pay for the Village's 20%. Staff recommends Baxter and Woodman, Mokena, for this phase of the project.

Director Ysaguirre explained this is a required agreement between the Village and the State of Illinois, which allows for the Village to receive 80% reimbursement from the State. Staff recommends approval of this agreement.

Mayor Vanderbilt asked the Board if there were any questions or comments. Hearing none, these two items will be on the agenda at a subsequent meeting.

7. Approval of a Local Public Agency Agreement for Federal Participation for Phase 2 Engineering of the addition of sidewalk along Rte. 30 from Orchard to Eastern Corporate Limit

8. Contracts for Water Treatment Chemicals: Carbon Dioxide, Soda Ash, High Calcium Quicklime (Calcium Oxide), and Blended Polyphosphate
Manager Mick said this item comes out of the Public Works Department annually. Director Ysaguirre explained the bidding process which included advertisement and mailings. Due to the chemicals used, the bids were structured individually per vendor. Staff recommends awarding contracts to the following supplies: Praxair for Bulk Carbon Dioxide, Univar USA for Bulk Soda Ash, Graymont Western Lime for High Calcium Quicklime; and Water Solutions Unlimited for Blended Polyphosphate. He added that it is important to continue to use the blended polyphosphate from Water Solutions Unlimited as it works well with Park Forest's wells. Mayor Vanderbilt asked the Board if there were any questions or comments. Hearing none, this item will be on the agenda for action at a subsequent meeting.

Mayor's Comments
Mayor Vanderbilt dispensed with the comments section of the agenda until the regular meeting except for comments from residents.

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Audience to Visitors

As per the agenda posting, public comment was to be sent to Manager Mick by 3p.m. of the day of the meeting and would be read at the meeting. None were received. (See below)

Adjournment

This concluded the Special Rules Board meeting.

There being no further business. Mayor Vanderbilt called for a motion to adjourn. Motion was made by Trustee Settles, seconded by Trustee Graham and passed unanimously by voice vote.

Mayor Vanderbilt adjourned the special rules meeting at 6:54 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

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VILLAGE OF PARK FOREST

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

CONFERENCE CALL **6:00 p.m.** **May 18, 2020**

IN ATTENDANCE: Mayor Jonathan Vanderbilt, Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Joseph Woods, Trustee Maya Hardy, and Trustee Glenna Hennessy

ABSENT: Trustee Candyce Herron

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Christopher Mannino, Fire Chief Tracy Natyshok, Village Attorney Ross Secler, Finance Director Mark Pries, Director of Personnel Denyse Carreras, Director of Economic Development Hildy Kingma, Director of Recreation and Parks Rob Gunther, Director of Public Relations Jason Miller, Director of Public Works Roderick Ysaguirre, and IT Coordinator Craig Kaufman

RECORDER: Village Clerk Sheila McGann

OTHERS IN ATTENDANCE: none

Roll Call

The meeting was called to order at 6:55 pm by Mayor Vanderbilt. Roll was called by Clerk McGann.

Reports of Village Officer

Mayor

Mayor Vanderbilt said Trustee Herron had a work obligation tonight, a graduation, and would not be in attendance. There will be a Memorial Day Event on Monday, May 25, sponsored by the Park Forest American Legion. BBQ will be available as a drive thru option with a $10.00 donation. CEDA is accepting application for the 2020 CSBG Scholarship with a deadline Friday, June 12. Mayor Vanderbilt congratulated all seniors of the Class of 2020. He reminded Rich East graduates that they had the support of 22,000 alumni who have graduated from Rich East High School over the past seventy years.

Village Attorney

Attorney Secler said he had no formal report but was available to answer any questions.

Village Manager
Manager Mick appreciated residents following the stay at home, shelter in place for the last two months. While Village Hall is operating in a reduced capacity, he reminded residents that they can communicate with staff through the drop box, emails, voice mails, and regular mail. Residents have continued to receive all essential services. There are five stages for the State to open up completely. He explained that the State of Illinois is currently at Stage 2, adding that he hope we would reach Stage 3 by mid-June. Due to the stay-at-home order, many community events and programs have been canceled, i.e. Aqua Center, PAC, Summer Camp, and Fourth of July festivities. There may be an altered calendar for Main Street Nights and the Farmers' Market. Updates will be available on the Village's website and through social media. Manager Mick continued to encourage all residents to complete the 2020 Census Forms. Currently, two-thirds of the community have been counted. He added that there will be an abbreviated Memorial Day Ceremony on Monday, May 25. Social distancing and masks requirements will be followed Due to the holiday, the next Rules/Regular Board meetings are scheduled for Tuesday, May 26 at 6:00 pm. If the shelter-in-place order is lifted, there will be a Saturday Morning Rules Meeting on Saturday, June 6 at 10:00 am.

Village Clerk
No report

Reports of Commission Liaisons and Committee Chairpersons
All of the Trustees wished to offer their congratulations to all the graduating seniors of Park Forest. To those graduating from Rich East High School, they wished them success in their futures after such unusual circumstances for their last year of high school.

All of the Trustees thanked staff for the informative budget review meetings. There was much preparation done and knowledge shared by staff which allowed for questions, answers, and explanations to all the Board members.

All of the Trustees thanked the Emergency Medical Service personnel, the first responders, and Public Works Department employees for their service to Park Forest as both groups were honored by proclamation at the Special Rules Meeting.

Trustee Settles reported that the Veterans Commission met via conference call on May 9. There was discussion of N95 masks being to distributed to veterans and their families, but has not been finalized. When the Veterans Closet is to be reopened, is still in question.

Trustee Graham thanked Director Kingma and staff for their research on the craft grower industry. It has been informative and thorough.

Trustee Woods noted that the ribbon cutting ceremony for the Kidds Palace Learning Academy at Grace United Church has been postponed.

Trustee Hardy congratulated and thanked the Emergency Medical Services personnel and the Public Works Department for their continued hard work they do to keep the residents safe.

Trustee Hennessy reported that a Zoom meeting is being scheduled for the Beautification Awards Committee.

Citizens Comments, Observations, Petitions*

As per the agenda posting, public comments were to be sent to Manager Mick by 3p.m. of the day of the meeting and would be read at the meeting. None were received. (see below)

Motion: Approval of Consent

Mayor Vanderbilt called for a motion to approve the consent agenda. The consent agenda included the following items:

CONSENT:

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

1. MOVED, that the Mayor and Board of Trustees Adopt a Resolution Approving Renewal and Continuation of a Local Disaster and State of Emergency Within the Village of Park Forest in Response to the COVID-19 Pandemic

MOVED, that the Mayor and Board of Trustees appoint Dennis Farmer, 21 Cunningham, to the Board of Fire and Police Commissioners for a term to expire on December 31, 2022.

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

Ayes: 6
Nays: 0
Absent: 1

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

DEBATABLE:

2. An Ordinance Approving a Special Use Permit in the M, Manufacturing Zoning District to Permit an Adult-Use Cannabis Craft Grower at 80-90 North Street (First Reading)

This item has had first reading and will be on the agenda at the next regular meeting.

3. An Ordinance Amending Ordinance No. 2116 Adopting the Annual Budget for the Year Commencing July 1, 2019 and ending June 30, 2020 (First Reading)

This item has had first reading and will be on the agenda at the next regular meeting.

Adjournment

This concluded the regular Board meeting. There being no further business. Mayor Vanderbilt called for a motion to adjourn. Motion was made by Trustee Woods, seconded by Trustee Hardy and passed unanimously by voice vote. Mayor Vanderbilt adjourned the regular meeting at 7:19 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

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