

**RULES MEETING OF THE BOARD OF TRUSTEES
VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS
HELD REMOTELY
PUBLIC NOTICE POSTED AT THE VILLAGE HALL
350 VICTORY DRIVE, PARK FOREST, ILLINOIS**

CONFERENCE CALL

7:00 p.m.

June 1, 2020

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

ABSENT: none

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 and Development Hildy Kingma, Director of Recreation and Parks Rob Gunther, Director of Building and Community Development Larrie Kerestes, 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 7:00 pm by Mayor Vanderbilt. Roll was called by Clerk McGann.

PUBLIC HEARING: FY 2020-2021 BUDGET

Mayor Vanderbilt stated that there have been multiple budget review sessions over the last few months. He asked Manager Mick if he had received any comments or questions from the residents regarding the budget. Manager Mick reported that he had not received any comments or questions from the public. He would make his comments after the Public Hearing, during the agenda discussion. (Public Hearing ended at 7:02)

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.

Manager Mick said that the Board knows that there has been an arduous review process of the budget. Staff builds their budgets, they are reviewed in March and go before the Board in May with June being the final review. In May with Covid-19 restrictions in place, the Board met with staff over a three-day period, over thirteen hours reviewing the Budget. All sessions were televised and streamed live and archived are on the Village's website for public access. Due to Covid-19, many tough decisions were made with substantial changes to the Budget. Director

Pries have background on the budget process and the Distinguished Budget Award received from the Government Finance Officers Association for twenty-six consecutive years. He added that a budget is the authority to spend money. The Village does not spend the full budget amount and noted that there are unexpected situations throughout the year, especially in 2020. Challenges include accessing core vs non-core services, expenses, insurances, aging infrastructure, and how to improve and pay for it. Director Pries get over the items that were changed in the budget review process which included capital outlays for the capital fund and position vacancies. He explained that the capital outlays will stay in the budget but will be deferred. Also the position vacancies from the general fund will be held open. Both will be deferred until the Village is confident to move forward. Other changes due to Covid-19 are footnoted throughout the Budget.

Manager Mick said that the Budget is a communication device, not just a document full of numbers. The Budget is a resource for all residents that is available online and searchable. There will be a wait and see approach for the first and second quarters with a fall update regarding property taxes and sales tax. At the six-month review in February, we can look and see where we are revenue impacts are at with Covid-19. He appreciates the staff meeting via conference calls and acknowledged that the Board did their homework regarding the adoption of the Budget.

Mayor Vanderbilt asked if there were any questions or comments from the Board. Trustee Woods noted that the Board was cognizant that Covid-19 would affect the Budget; now we must see how funds will be applied moving forward. Mayor Vanderbilt asked about property tax increases for homeowners with the new Budget. Director Pries said that this budget is based on the levy approved last year which are already included. For this tax year, it will be determined. When asked by Mayor Vanderbilt if the Budget was balanced, Director Pries said, as presented now, there is a 3.6 month reserve. If funds are not spent, there would be a 4.5 reserve. The Board would consider future capital outlays to serve the residents. Trustee Hardy noted that the Village is in a fortunate position to continue to have a reserve. Trustee Hennessy asked about collection of property taxes. Director Pries said that property tax collection from Cook County is higher than last year. Property taxes from Will County are not received till June. Mayor Vanderbilt thanked Staff for the new plan and asked if there any other questions or comments from the Board. Hearing none, this item will be on the agenda at tonight's Special Regular Meeting for First Reading.

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

Manager Mick said this item is out of the Administration, Finance, and Public Works Departments. He gave background on the incremental increases for water/sewer rates from 2018 and explained how long range planning is important for future infrastructure maintenance and replacement projects. This water/sewer rate freeze beginning July 1, 2020, would be carried out by ordinance. Director Pries explained in detail the Water/Sewer Fund and the importance of scheduled increase of the five year plan. He also detailed the impact of the freeze effecting the Village's bond rating and the sewer fund balance.

Mayor Vanderbilt asked the Board if there were any questions or comments. When Trustee Hennessy asked about the impact on the bond rating, Director Pries explained that setting policy and not following that set policy could be a problem with the bond rating. But if we freeze the rate this one year and continue the rate increase structure for the remainder years, there should

not be a problem with the credit agency. Hearing no other questions, this item will be on the agenda at a future regular meeting.

3. An Intergovernmental Agreement for Asset Sharing Within MABAS 27

Manager Mick said this item comes out of the Fire Department as a housekeeping matter. The agreement is among the MABAS-27 fire departments and fire protection districts which allows for sharing of firefighting equipment. The agreement includes protections that if any equipment is broken, damaged, or needs repair after being used, the borrowing agency is obligated to cover these costs. Chief Natyshok said this group has been participating in sharing equipment adding that each department will maintain their right to decline any request at any given time. Mayor Vanderbilt asked the Board if there were any comments or questions. Hearing none, this item will be on the agenda at the next meeting.

Mayor's Comments

Mayor Vanderbilt dispensed with the comments section of the agenda until the regular meeting except for comments from residents. Any comments had to be submitted to Manager Mick by email before 3pm to be read at tonight's meeting per the posted agenda.

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Audience to Visitors

No comments submitted. (See above)

Adjournment

This concluded the Rules Board meeting.

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

Mayor Vanderbilt adjourned the rules meeting at 8:06 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

**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

VILLAGE OF PARK FOREST

**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

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

ABSENT: none

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 and Development Hildy Kingma, Director of Recreation and Parks Rob Gunther, Director of Building and Community Development Larrie Kerestes, 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 8:07 p.m. by Mayor Vanderbilt. Roll was called by Clerk McGann.

Reports of Village Officers

Mayor

Mayor Vanderbilt commented on the death of George Floyd and others to police brutality. He noted that we continue to stand together to fight racial injustice. Park Forest is a unique community; we embrace and honor our differences and stand together. We are proud of our officers and the transparencies of our Police Department. The Board agrees to continue the 9:00 pm to 6:00 am curfew until further notice.

Village Attorney

Attorney Secler had no formal report.

Village Manager

Manager Mick expresses his sorrow regarding last week's tragic events. There will a peaceful protest upcoming in the Village with details to be shared later. Park Forest has a history of race, equity, and leadership and is a community that stands in unity. With his Covid 19 update, he noted that the Village is currently in Stage 3 where groups of ten may meet with social distancing. Village Hall opened on June 1 with facemask and social distancing rules observed. Residents can still use the drop box, email, voice mail, and regular mail for their Village Hall

needs. There will be cancelations and moderations for a number of June/July events. Updates will be on the water bill insert and the Village website. Manager Mick reminded residents to lock their cars and garages to avoid any crimes of opportunity.

Village Clerk

No report

Reports of Commission Liaisons and Committee Chairpersons

Trustee Settles said the Veterans Commission will meet Saturday, June 6 via Zoom. The Veterans Closet will reopen Tuesday, June 2.

Trustee Hennessy said the Beautification Awards Committee will meet via Zoom Wednesday, June 3.

Trustee Graham said the Environment Commission will meet Thursday, June 4 via Zoom. The Youth Commission met last week via Zoom. They are working on August's Youth day. She thanked the Finance Department, Mayor Vanderbilt, and Manager Mick, the Board, and Staff for working together to help residents with the water rate freeze.

Trustee Woods said that three members of EDAG Commission met with staff about a comprehensive plan involving future job fairs. He also mentioned how important it is to support our own local small businesses.

All the Board members expressed their sorrow and pain eloquently surrounding the death of George Floyd and the subsequent events. Condolences were offered to the family of George Floyd and those businesses and families effected by nonpeaceful actions. All are hoping Black voices will be heard and will bring about change.

Citizens Comments, Observations, Petitions*

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)

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. Motion: Approval of the meeting 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.

Approval of the consent agenda was moved by Trustee Woods and seconded by Trustee Hardy. 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: 7
Nays: 0
Absent: 0

The consent agenda was adopted with seven (7) ayes, no (0) nays and no (0) absent.

DEBATABLE:

2. 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)

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

Adjournment

This concluded the special regular 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: all ayes, no noes.

Mayor Vanderbilt adjourned the special regular meeting at 8:37 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

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