

MOTIONS

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

1. MOVED, that the Mayor and Board of Trustees approve the Minutes of the Special Rules Meeting of February 26, 2011 and the Minutes of the Saturday Rules Meeting of March 5, 2011
2. MOVED, that the Mayor and Board of Trustees approve a contract with Weiss Construction for remodeling of 208 Forest Boulevard in the amount of \$43,975; a contract with Eltron, Inc. for fire safety work in the amount of \$5,780; and with American Fire Protection for sprinkler work in the amount of \$3,000, plus a 10% contingency per the landlord cost (\$52,775) for a total amount of \$58,030.50.
3. MOVED, that the Mayor and Board of Trustees Authorize the Village Manager to execute an Engineering Services Agreement for the FRA Quiet Zone Project in an amount of \$4,800 for Phase I and (if necessary as directed by the Mayor and Board of Trustees) \$4,500 for Phase II
4. MOVED, that the Mayor and Board of Trustees adopt an resolution honoring Faith United Protestant Church on its 60th anniversary.
5. MOVED, that the Mayor and Board of Trustees appoint Jon Vanderbilt, 2829 Western Avenue, to the Recreation & Parks Advisory Board for a term to expire December 31, 2013.

MOVED, that the Mayor and Board of Trustees appoint Ruby S Dills, 108 Dogwood, to the Recreation & Parks Advisory Board for a term to expire December 31, 2011.

MOVED, that the Mayor and Board of Trustees appoint Yemisi Johnson, 512 Wildwood Drive, to the Fair Housing Review Board, the Equal Employment Opportunity Review Board and the Zoning Board of Appeals for a term to expire December 31, 2013.

3/21/2011

VILLAGE OF PARK FOREST
Village Board Special Rules Meeting
Saturday, February 26, 2011
Village Hall 8:00 a.m.

MINUTES

BOARD IN ATTENDANCE: Mayor John Osteburg, Trustee Mae Brandon, Trustee Bonita Dillard, Trustee Gary Kopycinski, Trustee Kenneth Kramer, Trustee Robert McCray

SENIOR STAFF IN ATTENDANCE: Village Manager Tom Mick, Assistant to the Village Manager Denyse Carreras, Deputy Village Manager/Finance Director Mary Dankowski, Director of Public Works Ken Eyer, Police Chief Tom Fleming, Director of Recreations and Parks John Joyce, Director of Public Health Jenise Ervin, Director of Community Development Larrie Kerestes, Director of Economic Development and Planning Hildy Kingma, Director of Public Relations Jason Miller, Fire Chief Robert Wilcox

OTHER STAFF IN ATTENDANCE: DownTown Management Office Facilities Supervisor Sharon Bellino, Chief Water Operator Ron Erickson, Superintendent of Parks Rob Gunther, IT Manager Craig Kaufman, Assistant Finance Director Stephanie Rodas, Assistant Village Engineer Roderick Ysaguirre, Deputy Fire Chief Bruce Ziegle

VISITORS: JeRome Brown and Dora Hope

ABSENT: Trustee Georgia O'Neill

The meeting was called to order by Mayor Osteburg at 8:35 a.m.

The Strategic Planning Meeting would include review of six month financial results, an update by Public Works and Economic Development, and an update on outside funding initiatives. In addition there would be a separate review of the five year Capital Plan.

Deputy Village Manager/Finance Director Dankowski gave the presentation of the six month financial results. Revenues were at 38% of budget due to property tax collections (at 42%) and the lag basis on sales, utility and state income tax. Real estate transfer tax, hospital transport charges and Garden House charges will be under budget by year end. Overall, it is expected that revenues will be at budget by year end due in part to budget reductions and cost saving measures implemented. Total General Fund expenditures were at 47% of budget. It was noted that General Fund expenditures during the second half of the fiscal year will reflect a reduction of \$475,176 in the IRMA premium due to a distribution of surplus funds, an increase in deductibles,

changes in the stock market, and improved claims history. Revenue for all funds is at 41% of budget before consideration of the Housing Choice Voucher Program and Library. A review of current revenue and expenditure trends followed.

MFT, Income and Use Taxes will be affected by the potential decrease in the Village population as they are per capita basis. Factors affecting the trend in health insurance costs were discussed. Increasing legal fees, demolition costs and housing maintenance were also noted. The trend in pension funds will be positively affected by changes in legislation related to the funding requirements and changes in the return on investments. There was discussion about the maintenance of multi-family water lines, the procedure for testing water for safety issues and the discoloration of water and what can be done to decrease the occurrence. The impact of current year trends overall on the fund balance, after consideration of the shortfalls and adjustments, is an adjusted fund balance representing 3.1 months reserve. Budget amendments for encumbrances, grants, prior year carryovers and adjustments, revenue adjustments and other items were reviewed. The presentation included discussion, by Director of Economic Development Kingma, of the budget amendments needed to support the economic development activities in the Capital Projects budget.

Director of Public Works Eyer updated the Board on various projects ongoing for the Motor Fuel Tax Fund, the Water Fund and the Sewer Fund. Upcoming projects include phase I (Spring 2012) of Orchard Drive, the excess flow facility, repair of the sanitary lines and ongoing replacement of water mains. In reference to inquiry by Mayor Ostenburg, it was noted that the demolition of the Fields building will incur additional costs related to time and materials to attach the common wall and electrical costs. Following Director Eyer's update, Director of Economic Development and Planning Kingma gave a summary of projects currently underway. There was discussion about land development/redevelopment, the former Wildwood School, 80/90 North, the TOD plan, and the Eastgate Neighborhood project. Facilities Supervisor Bellino spoke about DownTown development and the anticipated move-in by South Suburban Food Co-Op.

The five year Capital Plan presentations for various departments were lead by the directors of the respective departments, the Police Chief and the Fire Chief. IT Manager Kaufman spoke regarding the move towards more energy efficient hardware and building an infrastructure that is more flexible and improves upon disaster recovery plans. During this calendar year IT will look at revamping the website for on-line business transactions improvements; improvements may necessitate looking at vendors for expanding in-house development. Director of Public Health Ervin followed citing capital requests related to the furnishings of the office and the clinical area, lab equipment and computer system upgrades. Director Eyer reviewed in detail the capital plan for Public Works, including the Water Fund, Sewer Fund, the Vehicle Services Fund and the Municipal Parking Fund. The storm water compliance plan and the "Special Handling Material"

disposal station are first two items under the General Fund. For the Water Fund, interim remediation for lime lagoon 2 and the design engineering for water main replacement are priorities while updating the sanitary overflow facility and replacing the Public Works sewer camera follow for the Sewer Fund. Assistant Village Engineer Ysaguirre spoke regarding the street maintenance and replacement of street lights Village-wide in addition to the traffic sign replacement project among other capital requests for MFT. In presenting the capital plan for Recreation and Parks, Director Joyce spoke about the challenge in complying with federal legislation regulating swimming pool drains; the top priorities for the Aqua center involve engineering consultation for the drain issues and the materials and installation of drains that comply with the regulations. Urban forestry, computer system upgrades and repair and maintenance of parks and playgrounds were referenced items under the General Fund for Recreation and Parks. Superintendent of Parks Gunther presented the Building and Grounds capital plan. For the Police Department the focus will be on sidewalks and the north parking lot, and the replacement of the public safety generator and four police vehicles. The Fire Department capital plan focus includes the ongoing replacement program for protective clothing, pagers/radios and SCBA air bottles. Following the review of the DownTown capital plan by Facilities Supervisor Bellino, Director Kingma spoke regarding the economic development initiatives. CN Projects and the Village Green service facility capital plans were also mentioned. In response to Mayor Ostenburg's inquiry during the review of capital plans, it was noted that requests are based on need however they must be considered in conjunction with the availability of funds while optimizing matching fund requirements, as in the case where grants are secured; the prioritization of capital items may change. This concluded the Capital Plans portion of the meeting.

The update on Strategic Planning Goals for 2010/2011 and 2011/2012 is scheduled for the Saturday Rules meeting on March 5th. Village Manager Mick covered the update on Outside Funding Initiatives. Overall there is \$17,751,962 in projects approved and underway. There is \$9,843,353 that has been applied for. There is \$1,487,636 of projects that have been completed. It was noted the Village has been diligent in its efforts to secure funding from as many sources outside the local property tax base as possible.

Having no further business to discuss Mayor Ostenburg moved to adjourn the Special Rules Meeting at 1:45 p.m. The motion was seconded by Trustee McCray; all in favor.

Respectfully submitted,

Sandra Salmen
Recording Secretary

**VILLAGE OF PARK FOREST
BOARD OF TRUSTEES
SATURDAY RULES MEETING
MARCH 5, 2011**

PRESENT: Mayor John Ostenburg, Trustee Mae Brandon, Trustee Bonita Dillard, Trustee Ken Kramer, Trustee Robert McCray, Trustee Georgia O'Neill
Village Manager Tom Mick, Deputy Village Manager/Finance Director Mary Dankowski

ABSENT: Trustee Gary Kopycinski

Mayor Ostenburg called the meeting to order at 10:18 a.m. The purpose of the meeting was to review Strategic Planning Goals for 2010/2011 and 2011/2012.

Village Manager Mick led the review of all 2010/2011 goals; the goals will be the same for 2011/2012. During review of the goal pertaining to the maintenance of excellence in governing and the creation of a more participatory government, Village Manager Mick noted the leadership role of senior staff members and the investment return via resources, speakers, and training. Under the goal of increased commercial, business and residential development in the Village there was discussion of the Crime Free Housing Ordinance and the impact of its effective use throughout the community. There was discussion about the International Council of Shopping Centers (CSC) national convention and the value in attendance. Under policies that assure acceptable and sustainable level of financial, environmental and infrastructure components of the Village, it was noted participation in a DEA-run task force has resulted in outside drug seizure funding in excess of \$550,000. The conscious effort to conserve revenues and hold back expenses has allowed the Village to avoid short-term borrowing to meet payroll and vendor accounts. In response to Mayor Ostenburg's inquiry into the 2% salary increase, Deputy Village Manager/Finance Director Dankowski noted that because of the hiring freeze, half of the cost of the salary increase was saved. The development of a comprehensive public relations plan was also discussed; via the website, Facebook, Twitter, and U-Tube, the Village has taken steps to engage residents and heighten awareness of happenings in town. The website has seen an increase in "hits" to about 45,000 per month and 500,000 per year.

Following this review of the goals, Mayor Ostenburg suggested re-wording goal number two; possibly changing the wording so that it addresses an environment conducive to providing a good education and not limiting it to one school district.

Deputy Village Manager/Finance Director Dankowski informed the Board that budget guidelines had gone out to the department heads.

Trustee Kramer noted some concerns of the Senior Commission related to handicap accessibility at Village Hall and Freedom Hall. He was encouraged to speak to Director John Joyce about his concerns, particularly the one related to the door at Village Hall that does not appear to be working properly. The Senior Commission was also concerned about the lack of handicap accessibility at the Police station. There was some discussion about adequate facilities and the awareness of needs given that the Village has a large senior population.

Having no other business to discuss, Mayor Ostenburg moved to adjourn the meeting at 11:45 a.m. The motion was seconded by Trustee Kramer.

Respectfully submitted,
Sandra Salmen, Recorder



226 Forest Boulevard
Park Forest, IL 60466

(708) 503-8153
(708) 503-9417 Fax

DownTown Park Forest

The Village of Park Forest

MEMORANDUM

DATE: *March 3, 2011*

TO: *Tom Mick, Village Manager
Mary Dankowski, Deputy Village Manager*

FROM: *Sharon Bellino
Property Manager*

RE: *208 Forest Boulevard Remodeling*

Proposals were opened on March 2, 2011 at noon in DownTown Park Forest's Management Office (226 Forest Boulevard). Sharon Bellino, Property Manager, Wiley Morman, Maintenance Supervisor, Shawn Hickman with Chicagoland Builders and Dan Bagniewski with JD Builders were present.

The work that is being requested is for the remodeling project of 208 Forest Boulevard, a ground level space in Building #1. The specifications were per specs that are attached. This location is for the future home of the South Suburban Food Co-op. The Food Co-op started out in Park Forest in the 70s and then moved to Matteson. When they started looking for a space that had better exposure and could help the Food Co-op grow, they came back to Park Forest. Their Board and members are very happy that their new home will now be in DownTown Park Forest.

The Management Office staff was available to walk the contractors through this location on February 15, 2011 at 10:00 a.m. Participants in the walk-through included:

Stronghold Construction / JDK Construction, Inc. / JD Builders Workmasters, Inc. / Chicagoland Building Const.

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Although they did not participate in the walk-through, the following companies stopped by after and were encouraged to view the space: Solstice Construction, S & S Construction and Weiss Construction.

On March 2, 2011 the following contractors submitted their proposals:

<i>Weiss Construction</i>	<i>\$43,975</i>
<i>S & S Construction</i>	<i>\$44,721</i>
<i>Workmaster's, Inc.</i>	<i>\$45,295</i>
<i>Stronghold Construction</i>	<i>\$45,900</i>
<i>Chicagoland Building</i>	<i>\$64,328</i>
<i>JD Builders</i>	<i>\$81,404</i>

There are also fire safety and sprinkler work that needs to be completed in this space. Please see below these figures.

<i>Eltron, Inc.</i>	<i>\$5,780</i>	<i>Fire safety work</i>
<i>American Fire Protection</i>	<i>\$3,000</i>	<i>Sprinkler work</i>

The DownTown Management Office has decided to accept the bid from Weiss Construction Group on contingency that all references from previous jobs are positive and there were no problems. I will also be walking the space with Mr. Russell Weissenhofer on Friday. We both will go over all the items that need to be addressed in the remodeling and be sure he is aware of the time frame. The Management Office would like to turn over the keys to the Food Co-op on May 1, 2011.

I would like to ask for approval of \$ 52,775.00 (\$43,975 / \$5,780 / \$3,000), along with a 10% contingency per the Landlord cost (\$52,775 plus 10%). This would be an amount of \$58,030.50.

Thank you.

W E I S S
Construction Group LLC

3011 West 183rd Street, Suite 157
Homewood, IL 60430-2804
weissconstructiongroup.com

Phone: 708.957.8325
Fax: 708.957.8846

March 2, 2011

Sharon Bellion
Village of Park Forest
226 Forest Blvd
Park Forest, IL 60466

Re: Tenant Build Out
208 Forest Blvd
Park Forest, IL

Dear Sharon

Weiss Construction Group LLC is pleased to submit a cost proposal for the Tenant Build Out for the above referenced project. per the Out Lined Scope of Work as detailed below.

Scope of Work:

Carpentry:

- Patch/repair existing Drywall Walls ready for paint
- Replace/repair the existing acoustical ceiling grid system & install new 2ftxft standard white ceiling tiles
- Install new acoustical ceiling system with standard white tiles for the area #6
- Install new grab bars for the handicap toilet stalls
- Install new mirrors & paper towel holders
- Replace existing hallway wood door/frame with new HM door/frame with hardware

Wall/Ceiling /Floor Finishes:

- Paint existing acoustical grid system
- Prime all walls for new paint
- Replace the existing ceramic tile at the main entrance area

Storefront:

- Replace existing storefront single doors system with a pair of double doors & new sidelites
- Install new safety glass in place of wood panels
- Install new storefront glass in place of the existing Plexiglas panels

Plumbing:

- Saw cut/trench & remove concrete to allow for the underground plumbing including backfill
- Install underground/above underground sanitary waste & vent piping system for (1) Utility Sink in area #6
- Install above ground hot/cold domestic water piping system with cold water connection to the existing water service
- Rework the existing piping to pipe existing hot water heaters in parallel

HVAC:

- Remove the existing HVAC system complete with associated ductwork
- Provide/install (2) gas fired 132,000 btu furnaces complete with remote air cooled condensing units, ductwork connecting to existing system
- Provide/install new air devices & programmable thermostats
- Start-up services

Electrical:

- Replace existing light fixtures with (20) new 2x4 4 bulb T8 lay-in light fixtures for the main room
- Install (4) new 2x4 surface mounted 4 bulb T8 light fixtures in soffit areas (2 thru 5)
- Replace existing light fixtures with (4) new 2x4 4 bulb T8 lay-in light fixtures in area #6

- Install (2) 2x4 surface mounted 4 bulb T8 light fixtures for areas 7, 9 & 10
- Install (2) 2x4 4 bulb T8 lay-in light fixture for area #8 & #11
- Install (3) new exit/emergency combo lights

General Conditions:

- Provide temperature power & lights
- **Dumpsters associated with Weiss Construction Group's Contractual Obligation**
- Final Cleaning
- Two Year warranty on defective materials dated from Substantial Completion excluding normal maintenance ware

Exclusions:

- Building Permits & Fees
- Builders Risk Insurance
- Repair/Clean/Service any existing MEP systems including underground utilities
- Replace existing drywall walls & soffits
- Replace existing wood doors/frames except as noted above
- Repairs to existing masonry walls not included in scope of work including interior walls
- Painting excepted as noted above
- Flooring systems
- Repair ceramic tiles in Toilet Rms
- Fire Alarm, Telephone, Data, Security systems
- Parking Lot Re-Stripping
- Dumpsters and/or clean-up for Owner's suppliers & sub-contractors not under contract with Weiss Construction Group

Total Net Investment for\$43,975.00

Weiss Construction Group Thanks You for the opportunity to submit a proposal on the above referenced project. We are looking forward in working with you and being your General Contractor of choice.

Sincerely

Russell Weissenhofer

Russell Weissenhofer

President

AGENDA BRIEFING

DATE: March 10, 2011

TO: Mayor Ostenburg
Board of Trustees

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

SUBJECT: Resolution to Approve an Engineering Services Agreement for an FRA Quiet Zone Assistance Project

BACKGROUND/DISCUSSION:

The Quiet Zone Assistance Project will be funded by CN as part of their Voluntary Mitigation Agreement with the Village. At this time, the Village has solicited proposals from qualified consultants and received six proposals to conduct the study. Staff reviewed the proposals and selected Baxter & Woodman, Inc. to conduct the work. The study will include all the steps required by the Federal Railroad Administration (FRA) to determine the feasibility of establishing a quiet zone at the CN/Western Avenue railroad crossing. At the direction of the Board of Trustees, there will be a public input element and the Board will be given the opportunity to review all the preliminary analysis prior to determining whether or not it is in the Village's best interests to establish a quiet zone at this location. The City of Chicago Heights has been invited to participate throughout the study.

The Board discussed this project at a workshop on February 28. The Village Attorney has reviewed the attached Engineering Services Agreement and has approved. A copy of the scope of work is attached to the agreement.

SCHEDULE FOR CONSIDERATION: The Board will consider this item at the Regular meeting on Monday, March 21, 2011.

RESOLUTION

**A RESOLUTION AUTHORIZING EXECUTION OF AN
ENGINEERING SERVICES AGREEMENT FOR THE
FRA QUIET ZONE ASSISTANCE PROJECT**

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

SECTION 1. The Contract for Engineering Services for the FRA Quiet Zone Assistance Project attached hereto and incorporated herein by reference as Exhibit A is hereby approved, subject to the review and approval of the Village Attorney.

SECTION 2. The Village Manager is directed and authorized to sign the Agreement in substantially the form attached and the Village Clerk is directed and authorized to attest the signature of the Village Manager.

SECTION 3. This Resolution shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED this ____ day of _____, 2011.

APPROVED:

ATTEST:

Village Mayor

Village Clerk

VILLAGE OF PARK FOREST, ILLINOIS
FRA QUIET ZONE ASSISTANCE

EXHIBIT A

PROJECT DESCRIPTION

This PROJECT will consist of assisting the Village of Park Forest with the establishment of a FRA Quiet Zone for the at-grade crossing of the Canadian National Railroad and Western Avenue. The PROJECT will include coordination with the Illinois Commerce Commission, the Illinois Department of Transportation, the Federal Railroad Administration, the Village of Park Forest, and the Canadian National Railroad.

The ENGINEERS will perform an overview of the VILLAGE rail corridor to determine the likelihood of developing the quiet zone, coordinate with affected residents and the railroad, and submit necessary Quiet Zone establishment notifications and forms to the appropriate agencies in order to assist the VILLAGE establish the Quiet Zone.

VILLAGE OF PARK FOREST, ILLINOIS
FRA QUIET ZONE ASSISTANCE

EXHIBIT B

SCOPE OF SERVICES

Phase One

1. **MANAGE PROJECT** – Confer with Village staff, from time to time, to clarify and define the general scope and extent of the proposed corridors, to review available data, and to determine acceptable strategies for establishing the Quiet Zone. Prepare and submit monthly project progress reports for the project.
2. **CROSSING INVENTORY** – Create an accurate and complete Grade Crossing Inventory Form for the Western Avenue crossing within the proposed quiet zone corridor for submittal to the Federal Railroad Administration (FRA). Obtain traffic data, where necessary to update the existing Average Daily Traffic volumes in the FRA crossing inventory. Verify existing traffic control, geometric conditions, Supplemental Safety Measures (SSM), railroad equipment, and warning devices.
3. **QUIET ZONE CALCULATOR AND STRATEGY DEVELOPMENT** – Utilize the FRA’s online Quiet Zone Calculator to determine the Quiet Zone Risk Index for the Western Avenue crossing. Compare the calculated Quiet Zone Risk indices with the Nationwide Significant Risk Threshold and the calculated risk indices with train horns. Develop alternative Quiet Zone corridor establishment strategies which strive to obtain approval from the FRA and Illinois Commerce Commission (ICC) within a minimum amount of time. This task will include identification of supplemental safety measures (SSM) or alternative safety measures (ASM) needed to establish the Quiet Zone. Provide the Village with budget costs for future engineering and construction needed to improve the crossings to the level required by the FRA and ICC. Present our findings to the Village Board to obtain their direction on whether to proceed further with Quiet Zone establishment.
4. **PUBLIC OUTREACH** – Prepare for and attend one public outreach meeting to obtain the input of Park Forest residents and property owners and others impacted by the at-grade railroad crossing on Western Avenue. Present our findings at a meeting of the village of Park Forest Board of Trustees and discuss the benefits and costs of establishing the Quiet Zone..

Phase Two

5. **DIAGNOSTIC TEAM MEETINGS** – Coordinate a meeting of a site Diagnostic Team consisting of representatives from the ICC, IDOT, FRA, the Village of Park Forest and the Canadian National Railroad. Perform a site evaluation and confirmation of all the information submitted on the Grade Crossing Inventory Form and Quiet Zone Calculator

with the Diagnostic Team. Record the discussion of the Diagnostic Team, including any proposed corrections to the Grade Crossing Inventory Form and recommended crossing improvements. Prepare minutes for the meeting and distribute to all parties.

6. FINAL REPORT – Prepare a final report that summarizes all of the results, findings and recommendations of the Quiet Zone Study. The report will include cost estimates to design and install the necessary SSM/ASM at the at-grade crossing to establish the Quiet Zone. Present the report at a Village Board meeting.
7. NOTICE OF INTENT/ NOTICE OF ESTABLISHMENT – Submit any necessary Quiet Zone establishment notifications and forms to the appropriate agencies in order to assist the Village in establishing the Quiet Zone. Prepare a Notice of Intent to Create a New Quiet Zone document and submit to all appropriate parties for a 60-day comment period. The Notice of Intent will include updated crossing inventory form, Quiet Zone Calculator output, minutes of the diagnostic team meeting, and the response to any review comments received by the FRA and ICC. After the 60 day comment period expires, prepare a response to any comments received, and file a Notice of New Quiet Zone establishment document with all appropriate parties. Assist the Village with the selection and location of proper signage for the new Quiet Zone.

AGENDA BRIEFING

DATE: March 18, 2011

TO: Mayor Ostenburg
Board of Trustees

FROM: Thomas K Mick
Village Manager

RE: A Resolution Honoring Faith United Protestant Church on the Occasion of its
60th Anniversary

BACKGROUND/DISCUSSION:

Faith United Protestant Church has been serving the community of Park Forest since 1949 with its beginnings at a meeting at which the idea of United Protestantism was born. The church held services at the Park Forest Holiday Theatre for several years until moving into their current location.

Faith church today is a testimony to the dedication of hundreds of people who have had a hand in shaping its history and establishing the interdenominational concept.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Regular meeting of March 21, 2011 for approval.

**RESOLUTION HONORING FAITH UNITED PROTESTANT CHURCH ON
THE OCCASION OF ITS 60th ANNIVERSARY**

- WHEREAS, the United Protestant Church of Park Forest represents a pioneering effort in interdenominational Christian worship; and
- WHEREAS, the first United Protestant Church, later known as Faith United Protestant Church, served thousands of early Park Forest settlers and their children with worship and religious education; and
- WHEREAS, the first full-time minister of Faith United Protestant Church was the Reverend Doctor Gerson Engelmann who served the church from 1951 until 1975 when he retired; and
- WHEREAS, Faith United Protestant Church has been served by a total of six senior ministers since its beginning; and
- WHEREAS, Faith United Protestant Church welcomed their current minister, Reverend Michael Sykes in 2008; and
- WHEREAS, as pastor of Faith Church, Pastor Sykes seeks to lead this congregation in glorifying God through spirit-filled worship and commitment to Christian service meeting the church's Statement of Mission; and
- WHEREAS, the members of Faith United Protestant church have been led in musical prayer by their Director of Music, Doug Ulreich since 1976. Doug will retire from Faith this year after serving the church for over 40 years. Doug was also Director of Choral Music at Rich East High School for 28 years; is a published arranger and composer; serves as an adjunct professor at South Suburban College and has appeared as a soloist with the Chicago Symphony Orchestra; and
- WHEREAS, after many years of rigorous use, renovation and updating, the membership undertook a capital renewal project to finance major improvements to the physical facilities; thereby proving its commitment to the members and the community; and
- WHEREAS, Faith United Protestant Church has been an ongoing force in the Village and its development, supporting and exemplifying the Park Forest spirit; and
- WHEREAS Faith United Protestant Church is celebrating "60 Years of Faithful Stewardship" on the occasion of its 60th anniversary.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois, that the Village of Park Forest does, hereby, congratulate Faith United Protestant Church on its sixty years of dedicated service to the community and its thousands of worshippers and wishes the church great success in achieving its mission for the next sixty years.

ADOPTED this _____ day of March, 2011.

APPROVED:

ATTEST:

Mayor

Clerk

AGENDA BRIEFING

DATE: March 15, 2011

TO: Mayor John Ostenburg
Board of Trustees

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

RE: AN ORDINANCE AMENDING ORDINANCE NO. 1939 ADOPTING THE ANNUAL BUDGET FOR THE YEAR COMMENCING JULY 1, 2010 AND ENDING JUNE 30, 2011

BACKGROUND/DISCUSSION:

Halfway through the fiscal year, expenses and revenues are analyzed. **This analysis was presented to the Board at the six month review on February 26.** The budget is amended to include revenues that have been received that were not included in the budget, as adopted, and expenses that have, similarly, been incurred that were unexpected. Budget amendments are required for spending authority. Amendments are requested in the following areas: encumbrances, Board directives, grants, adjustments and other initiatives.

Encumbrances

At the end of a fiscal year, departments are asked to identify those projects or funds that were approved by the Board, but not expended. In order to ensure that the funds are available in the next budget, they are encumbered. As encumbrances, the funds have been assigned and are noted as an assigned fund balance on page 23 of the Village audit. The process recommended by the Village auditors is for the Board to approve the current year expenditure of these funds by Budget amendment.

The following list details those expenditures that were encumbered at June 30, 2010 in the General Fund. These items will be (or were) spent in Fiscal 2011.

ADMINISTRATIVE PURPOSES

\$20,000.00	Legal Costs - Thorncreek
<u>20,000.00</u>	I/T -- New Storage Area Network -- Virtualization
\$40,000.00	

POLICE

\$25,260.00	Youth Programs (20% of FY10 Vehicle Seizure Revenue)
21,590.00	North & East Window Replacement
<u>19,000.00</u>	Space Planning for Renovation
\$65,850.00	

FIRE

\$ 5,000.00	Train-the-Trainer activity for "Blue Card"
3,000.00	EOC/Training Room Improvement
1,000.00	Enbridge Training Site Improvements
1,000.00	Department 10-year Photo
1,500.00	EOC/Training Room Improvement
<u>3,030.00</u>	EOC/Training Room Improvement
\$14,530.00	

PUBLIC WORKS PURPOSES

\$25,000.00	Drainage Study
<u>30,000.00</u>	Light Poles
\$55,000.00	

RECREATION & PARKS PURPOSES

\$ 7,500.00	Rec Center Equipment/School District Coop Projects
9,000.00	Walkways
25,000.00	Urban Forestry/Tree Trimming/Emerald Ash Borer
<u>19,000.00</u>	Emergency Repairs
\$60,500.00	

ECONOMIC DEVELOPMENT PURPOSES

\$ 3,500.00	"For Sale" signs on Village-owned Property
5,000.00	Web Site Development
1,500.00	Design of New Business Packet
<u>2,500.00</u>	Printing of New Business Guide
\$12,500.00	

COMMUNITY DEVELOPMENT PURPOSES

\$75,000.00	Pen System
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TOTAL **\$323,380.00**

Similar to encumbrances, DUI fines are reserved for DUI enforcement. In the prior year \$3,713 was identified as a fund balance reserve.

Police

\$3,713 – DUI Enforcement

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

PEG Fees	\$43,673
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Grants

Water Fund

The Village received \$152,715.24 for an ILDCEO Grant for fire hydrant replacement. The work had previously been completed. A small carryover engineering amount reflecting the GPS location of the hydrants was incurred this year.

Grant Revenue	\$152,715
Water Engineering	6,500

Fire Department

The Fire Department received a Department of Homeland Security Staffing for Adequate Fire and Emergency Response (SAFER) grant. This grant is a \$62,800 grant for the training of new Paid-On-Call (POC) members. There is no Village matching funds required. This grant covers a potential four year time frame. The anticipated costs for this year are:

Materials & Supplies	\$ 8,023
Training Tuition	3,695
Training Drill Pay	<u>9,900</u>
Total 2011 Expenditures	\$21,618
Grant Revenue	\$21,618

The Fire Department also received an award for fire hose replacement. This \$54,370 project requires a 10% match. This replacement will cover ten years of need.

Grant Revenue	\$48,933
Capital Expenditure	54,370

Through SouthCom the Fire Department is receiving four mobile data computers to be used in vehicles, for a total value of \$17,578. The department will be required to install this equipment. The estimated installation cost is \$1,427.

Capital Outlays	\$1,427
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The Fire Department has also applied for a staffing grant. This grant, if awarded, would fund one additional firefighter/paramedic for the first 2 years of a 3 year commitment.

Economic Development

The Village received a \$100,000 grant from ILDCEO to conduct an analysis of the Transit Oriented Development for all three communities involved in the site area.

Professional Services	\$100,000
Grant Revenue	100,000

Prior Year Carryovers and Adjustments

Police Department

The Police Department is currently receiving additional salary reimbursement for the overtime for the DEA officer.

Overtime	\$16,000
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Water

Well Maintenance for Well #5 was budgeted in the prior year and not completed.

Well Maintenance	\$100,000
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The Village has submitted the final draw request for the IEPA loan associated with the water plant. This amount will total \$582,593. There is no budget amendment needed because the amount will be reflected in bonds payable and cash.

Legal Fees

The Thorncreek litigation has added a substantial burden to the Village's legal expenses. For the six months presented legal costs associated with the Thorncreek litigation alone have been \$26,692. Lien foreclosures have also added to legal expenses.

Billable Services	\$20,000
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Senior Commission

The Rotary Club donated \$1,200 to the Senior Commission for programs.

Senior Commission Initiative	\$1,200
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IRMA Deductible

With the change in the IRMA deductible additional expenses will be incurred. These expenses are offset by reduced premiums.

IRMA Expense	(\$50,000)
IRMA Deductible	\$50,000

Aqua Center

Every year at audit time the Board reviews the operations of the recreation enterprise funds, the Aqua Center and the Tennis and Health Club. Over the past few years the Village has supported these operations with a total transfer of \$215,000. The transfer has been allocated \$120,000 to \$140,000 to the Aqua Center and \$75,000 to \$95,000 to the Tennis and Health Club. For the most part the Tennis and Health Club has operated within this level of support. The Aqua Center has not. Last year, fiscal 2010, operating losses exceeded transfers by \$80,000. Should operations end similarly this year, a \$100,000 additional transfer will be needed.

Transfer to Aqua Center	\$80,000
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Sound Mitigation

Now that the Board has approved the distribution of funds for sound mitigation, the administration will occur in the Capital Projects Fund.

Transfer to Capital Projects (General Fund)	\$500,000
Contractual Maintenance (Capital Projects)	500,000

Revenue Adjustments

Real Estate Transfer Tax

The attached schedule of declining value of property highlights the reduction in Real Estate Transfer Tax Revenue. A lower volume of activity is another cause.

Real Estate Transfer Tax	(\$55,000)
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Garden House Administration

The Village received notification from HUD that the contract to administer the Section 8 Housing Assistance Payments for Garden House was terminated. This contract generated \$84,000 in revenue and was fulfilled by the Housing Authority staff with minimal effort.

Garden House Revenue	(\$42,000)
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Other Items

Emerald Ash Borer

The Recreation and Parks Department brought to the Board’s attention in October, the cost implications of the Emerald Ash Borer infestation. The Board responded with a levy increase for urban forestry. Because of storm damage work this year, added dollars are needed to begin removing hazards. These funds will come from the fund balance.

Tree Trimming and Removal	\$75,000
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Land Acquisition and Maintenance

The Village has aggressively undertaken an initiative to acquire key parcels of property to meet economic development goals. There is a cost associated with the maintenance of these properties. Property acquisition and maintenance occurs through the Capital Projects Fund under the oversight of the Director of Economic Development and Planning. (Attached is a detailed explanation of costs incurred). Staff is recommending a \$100,000 transfer from the General Fund to cover potential costs for the current and next year.

Transfer to Capital Projects	\$100,000
Professional Services	10,000
Maintenance	40,000

Also attached are the Budget Amendments for the Library.

Summary

While the economy begins to recover it is noticeable that revenues have not regained their previous levels. The results of the Census will also impact revenues. Monitoring trends and maintaining fund balances will continue to be important.

SCHEDULE FOR CONSIDERATION: This item is scheduled for First Reading at the Regular Meeting of March 21, 2011.

ORDINANCE NO _____

**AN ORDINANCE AMENDING ORDINANCE NO. 1939
ADOPTING THE ANNUAL BUDGET FOR THE YEAR
COMMENCING JULY 1, 2010 AND ENDING JUNE 30, 2011**

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

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

WHEREAS, the Village of Park Forest adopted its Annual Budget pursuant to Ordinance No. 1939 adopted by the Village Board of Trustees on June 28, 2010; and

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

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

Section I. The following amendments to the 2010/2011 Annual Budget of the Village of Park Forest heretofore adopted, are hereby authorized and directed:

	<u>Current Budget</u>	<u>Dr (Cr) Adjustments</u>	<u>Adjusted Budget</u>
<u>General Fund Revenues</u>			
010000-401000 Real Estate Transfer Tax	(135,000)	55,000	(80,000)
010000-410000 Federal Grants	0	(70,551)	(70,551)
010000-410100 State Grants	0	(100,000)	(100,000)
010000-458000 Garden House	(74,711)	42,000	(32,711)

	<u>Current</u> <u>Budget</u>	<u>Dr (Cr)</u> <u>Adjustments</u>	<u>Adjusted</u> <u>Budget</u>
<u>General Fund Expenditures</u>			
010000-580000 Transfer to Other Funds	449,527	680,000	1,129,527
010100-510300 IRMA Premium Payments	909,027	(50,000)	859,027
010100-510400 IRMA Deductible Payments	50,000	50,000	100,000
010100-541100 Public Info/Education Supplies	10,000	43,673	53,673
010102-540400 Meeting Expense	7,300	1,200	8,500
010103-530130 Billable Services/Village Attorney	122,000	40,000	162,000
010104-560000 Capital Outlays	63,800	20,000	83,800
010700-500120 Overtime Salaries - Field Ops	298,571	16,000	314,571
010700-500210 Police Part-time Salaries	185,271	25,260	210,531
010700-540750 DUI Program Supplies	0	3,713	3,713
010700-560000 Capital Outlays	10,700	40,590	51,290
010800-500200 Temporary/Part-time Salaries	73,178	9,900	83,078
010800-520300 Training Expense	19,080	10,150	29,230
010800-540000 Other Operating Supplies	12,000	6,500	18,500
010800-540900 Uniform Exp/Protective Clothing	17,000	699	17,699
010800-541400 Paint/Hardware/Small Tools	3,250	1,500	4,750
010800-560000 Capital Outlays	68,300	59,248	127,548
010800-590200 Radio & Communications	1,800	2,521	4,321
011107-560000 Capital Outlays	40,000	19,000	59,000
011122-550500 Contractual Grounds Maintenance	100,000	100,000	200,000
011122-560000 Capital Outlays	43,200	9,000	52,200
011125-560000 Capital Outlays	0	7,500	7,500
011700-530200 Architectural/Engineering Services	38,000	25,000	63,000
011700-560000 Capital Outlays	1,900	30,000	31,900
011900-530000 Other Professional Services	73,100	101,500	174,600
011900-590800 Printing/Reproduction/Graphics	23,700	6,000	29,700
011900-590900 Advertising	18,500	5,000	23,500
012000-560000 Capital Outlays	12,500	75,000	87,500
<u>Library Expenditures</u>			
031500-560000 Capital Outlays	65,000	480,679	545,679
<u>Capital Projects Revenues</u>			
330000-420000 Transfer from Other Funds	0	(600,000)	(600,000)
<u>Capital Projects Expenditures</u>			
330000-530000 Professional Services	5,000	10,000	15,000
330000-550500 Contractual Grounds Maintenance	18,000	40,000	58,000
330500-550000 Contractual Maintenance	0	500,000	500,000

	<u>Current Budget</u>	<u>Dr (Cr) Adjustments</u>	<u>Adjusted Budget</u>
<u>Vehicle Services Expenditures</u>			
520800-560000 Capital Outlays	0	1,427	1,427
<u>Aqua Center Revenues</u>			
530000-420000 Transfer from Other Funds	(120,000)	(80,000)	(200,000)
<u>Water Fund Revenues</u>			
600000-410100 State Grants	0	(152,715)	(152,715)
<u>Water Fund Expenditures</u>			
601900-530000 Professional Services	25,000	6,500	31,500
601951-560000 Capital Outlays	109,400	100,000	209,400

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

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

PASSED this _____ day of _____, 2011

AYES: _____

NAYES: _____

ABSENT: _____

APPROVED:

ATTEST:

Village Mayor

Village Clerk

Memo To: Tom Mick, Village Manager
 From: Rob Gunther, Superintendent of Parks
 Date: October 4, 2010
 Re: Urban Forestry Summary – 2010

As we are all aware the Emerald Ash Borer infestation is currently the biggest single issue for urban forestry. On September 21, 2010 the Village of Park Forest was officially notified by the Illinois Department of Agriculture (IDA) that the presence of the Emerald Ash Borer (EAB) had been documented in our community. In 2008 the Village adopted the policy of removing all ash trees showing signs of distress. This policy is compliant with current rules and regulations from the IDA and need not change. What will change is the pace of removing stressed and dead ash trees. Below are summaries of activity for last year and the first three months of this fiscal year as well as a summary of contract costs for this fiscal year.

	2009	2010 – July – Sept(3 Mo.)
Ash removals	67	46
Miscellaneous removals	86	62

June storm clean-up	\$9,413.00
Removals/ Pruning	\$57,897.00
Total	\$67,310.00

The pruning done so far this year has been that necessary to remove imminent hazards. No routine maintenance pruning has been done. This has been mainly at Somonauk and Winnebago Park. Somonauk has mostly old Cottonwood trees with many dead limbs in them; the same is true of the Willow trees in Winnebago Park and pose a significant threat to pedestrians. This work alone accounted for \$10,000. We expect that we may need to forgo maintenance pruning this year in anticipation of removing ash trees.

There are at least four issues related to the EAB infestation. The **first issue** is determining which trees are potential candidates for chemical insecticide treatment. To summarize the current thinking on treatment; university trials have shown that some chemical treatments might be effective but only for trees with limited infestation and less than 25 inches diameter. There are three different methods of treatment. Soil drench/injection, basal bark spray and injection beneath the bark. The most efficacious treatment appears to be bark injection which requires specialized equipment and

license to purchase the chemical. Soil drench is a method homeowners could employ themselves but precautions still need to be taken to avoid such hazards as runoff. All reports stress that no method is guaranteed and that treatment must continue annually and indefinitely. Only particularly prized and healthy trees should be considered for treatment. This spring we began experimenting on eight selected trees.

The **second issue** is that many ash trees in town have broken branches. These are in comparatively healthy trees that would otherwise be removed after the more obviously stressed trees. These broken branches pose a hazard to both pedestrian and vehicular traffic. This spring a branch fell from a small ash tree in the Library parking lot and broke a windshield. Conversely, trees already in decline are more susceptible to dropping large, whole limbs and catastrophic failure. This can make prioritization of removals a difficult choice

The **third issue** the Board must consider concerns the need to remove ash trees and the associated costs. This applies to both publicly and privately owned ash trees. The IDA has declared ash trees infested with the Emerald Ash Borer (EAB) a nuisance (copy attached) and mandated that such trees be eradicated. Other municipalities have followed suit as infestations were confirmed. The ordinance from Riverside is also attached. It appears that the Riverside ordinance simply adds EAB to an existing Dutch Elm Disease (DED) ordinance. Park Forest could do the same with our existing DED ordinance. The Building Department may wish to review this information and determine if there are already sufficient municipal regulations to deal with the removal of ash trees on private property. Perhaps to temper their mandate - the IDA also has the following statement on their web page.

THE ILLINOIS DEPARTMENT OF AGRICULTURE CERTAINLY SUPPORTS A TREE OWNER'S RIGHT TO DETERMINE FOR THEMSELVES WHETHER A PESTICIDE TREATMENT IS APPROPRIATE IN THEIR SPECIFIC CIRCUMSTANCE. TREE OWNERS ARE ENCOURAGED TO THOROUGHLY RESEARCH THE VARIOUS TREATMENT OPTIONS CURRENTLY AVAILABLE AND CAREFULLY WEIGH THE COSTS ASSOCIATED WITH THE REQUIRED REPEATED TREATMENTS. PLEASE BE ADVISED, HOWEVER, THAT TREATMENT OF AN ASH TREE WILL NOT GUARANTEE THAT A SPECIFIC TREE MIGHT EVENTUALLY BE REQUIRED TO BE REMOVED. UNDER THE PROVISIONS OF THE STATE'S INSECT PEST AND PLANT DISEASE ACT AS WELL AS THE NUISANCE DECLARATION ISSUED JULY 19, 2006, THE STATE HAS THE AUTHORITY TO ORDER THE REMOVAL OF ANY TREE INFESTED WITH THE EMERALD ASH BORER (EAB) REGARDLESS OF WHETHER IT HAS BEEN PREVIOUSLY TREATED WITH A PESTICIDE OR NOT. ALSO PLEASE NOTE THAT THE STATE HAS NOT EXERCISED THAT AUTHORITY TO DATE AS ALL EAB-RELATED TREE REMOVALS CONDUCTED SO FAR HAVE BEEN DONE ON A VOLUNTARY BASIS.

The biggest single problem in leaving infested ash trees stand, aside from allowing the spread of the EAB is that such trees quickly become a hazard. Ash trees (compared to oaks, for example) do not stand well once dead, and quickly drop dead and weakened branches as the infestation spreads within a given tree.

We estimate 1,500 – 2,000 ash trees on public property. Based on our current contract, we estimate the cost to remove ash trees on public property to be \$700,000.00 to \$1,000,000.00. Estimates range as high as six private ash trees for every one public tree. This means there are some 5,000 – 10,000 privately owned ash trees within the Village. Most of these trees are larger than 15" diameter, many will be in the rear yards and many residents will have more than one ash tree. We expect that the average cost for removal of private trees will be greater than \$1,500. This raises the question of the public's expectation of assistance in removing their infested trees. Recreation and Parks staff have already had a few requests as to the Village assistance in this matter. To date our response has been that removals are the responsibility of the property owner. To our knowledge, only one such request has been confrontational. We anticipate though, that as this problem grows many more will be seeking assistance. In general, after so many elms were ravaged by DED in the 50's and 60's, the ash became a popular tree of choice in the 60's and 70's. As a result, we may well see this problem more serious in the north Lincolnwood section of the Village where home sites and public properties were being developed during that time.

The **final issue** is replacement of these trees. Obviously, replacing 2,000 trees will be a time consuming and expensive project. We estimate such a project would cost \$500,000 to \$600,000 for material and labor.

MEMORANDUM

TO: Mary Dankowski
Deputy Village Manager/Treasurer/Director of Finance

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

DATE: December 7, 2010

RE: Budget Amendment for Capital Projects Budget

Economic development activities were incorporated into the Capital Projects budget in the FY2006/2007 Annual Village Budget in order to begin to provide funds for the acquisition and maintenance of key parcels acquired by the Village to meet economic development goals. This fund was initially established with a \$140,000 budget. Since that time, smaller dollar amounts have been added to this budget when possible, including a small transfer of proceeds from the sale of 30 South Street. For the current fiscal year, however, the economic development Capital Projects budget started the year with only \$41,400 for property maintenance and acquisition, and no new funds were added to the budget. (Note that \$60,000 was included in the Capital Projects budget from the CN settlement. These funds, however, are designated for specific capital projects and are not intended for property acquisition and maintenance.)

Since the inception of the economic development Capital Projects budget, the Village has become very active in its efforts to obtain properties that are key to implementation of the Village's comprehensive plan. Over the past five years, the following properties have been acquired through a variety of means (unless otherwise noted, these are all vacant parcels):

- 2330 Western Avenue (No Cash Bid, building demolished by Village)
- 30 South Street (No Cash Bid, subsequently sold to Star Investments, LLC)
- Lots 57, 58, and 59 in the Park Forest Business Park (No Cash Bid and negotiated trade with sale of 30 South Street)
- 263 Rich Road and 368 Oswego Street (No Cash Bid)
- 3200 Lincoln Highway (foreclosure of liens, 16,000 square foot building)
- 320 Wildwood Street (No Cash Bid, 14,000 square foot building)
- 80/90 North Street (blighted property court order, 24,700 square foot office building, 98,800 square foot manufacturing building)
- 214-220 Indianwood Boulevard (pending No Cash Bid)
- 2500 North Street (pending No Cash Bid)
- 232 and 245 Arrowhead Street, 258 Arcadia Street, 201 Miami Street, 309 Minocqua Street (foreclosure of liens)

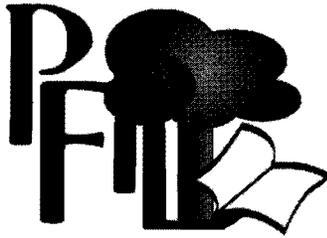
The activities necessary to obtain and maintain the properties listed have involved significant legal and property maintenance costs. For example, the legal expenses to acquire a parcel through the No Cash Bid process can be \$2,000 to \$5,000 based on the complexity of the title. Then, the Village has long term maintenance responsibilities for these properties until they are sold for development. At this time, the Capital Projects budget funds the cost of regular mowing for 14 residential lots and four commercial properties. These expenses have been

\$1,600 to \$2,400 per month depending on the time of year and the number of times the properties have to be mowed in a month. This expense occurs an average of eight months each year. In addition, three of the commercial properties still have significant structures on them. From time to time the Village incurs costs to replace broken windows, secure doors, remove storm damaged trees, and address other problems caused by vandals or weather. In FY2009/2010 these expenses totaled \$3,413. In the first five months of FY2010/2011, these expenses have already reached \$3,152 (a large part of these expenses is related to storm damage caused by the tornado that hit Park Forest in late June 2010).

In support of the residential infill and redevelopment goals in the Village's comprehensive plan, the Staff has also initiated the lien foreclosure process on 16 residential properties located throughout the Village. To date, we have been successful in obtaining the deed to five of these parcels (see list above). The public notice expenses to undertake this process is the responsibility of the economic development Capital Projects budget, and for most of these properties the Capital Projects budget has already assumed the maintenance expenses.

In addition to all of the properties listed and described above, the Village has obtained or applied for grants to demolish as many as 30 blighted houses in the Eastgate Neighborhood. This activity is consistent with the Village's comprehensive plan for this neighborhood, but it also supports the activities of the Community Development and Police Departments. These are all houses which have generated significant calls for service from both departments. As soon as these houses are demolished, the Village will seek to obtain the deeds to these properties either through a negotiated property transfer or through the foreclosure of liens. While most of the expenses to demolish the blighted structures, obtain the property title, and file for property tax exemption will be covered by the grants, the Village will begin to incur property maintenance costs on these properties. If we are able to demolish and acquire these properties as quickly as we hope, these expenses could begin to accrue during the current fiscal year. This could add another \$3,000 to \$4,000 in monthly expenses for mowing alone, bringing the total annual expense for eight months of mowing to approximately \$40,000.

Clearly additional funds are needed to support the economic development activities in the Capital Projects budget. The FY2010/2011 Capital Projects budget is not sufficient to cover ongoing maintenance expenses, plus the remaining legal expenses to acquire the No Cash Bid properties on Indianwood Boulevard and North Street, and to obtain the properties targeted through the lien foreclosure process. Thank you for your consideration of a budget amendment to provide additional funds to continue to fulfill the Board's goals for residential redevelopment and infill and for commercial redevelopment.



*The Park Forest Public Library is committed to opening doors
to a world of information, education, and recreation
and is dedicated to being a vital part of the community.*

Park Forest Public Library
400 Lakewood Blvd.
Park Forest, IL 60466-1684
708-748-3731
708-748-8829 (Fax)
www.pfpl.org

To: Mary Dankowski, Deputy Village Manager/Finance Director

From: Barbara Osuch, Library Director *Barbara*

Subject: Amendment to FY 2010/2011 Library Budget

February 14, 2011

The Library is requesting an amendment to allow for the expenditure for the Library Renovation project. The overall cost of the project was \$1,697,732. In FY 2009/2010, the Library Board approved an expenditure of \$1,242,053 for the Library Renovation project. The Library Board approved an additional \$455,679 for renovation expenses in 2011 for an adjusted Library Renovation Project budget of \$520,679.

Expenditure Increase

<u>Account</u>	<u>Item</u>	<u>Amount</u>	<u>Current Budget</u>	<u>Adjusted Budget</u>
03-15-00-56-0000	Other Capital Outlays	\$455,679	\$65,000	\$520,679

A second amendment is requested to allow for the expenditure for the FY2010 Live & Learn construction grant in the amount of \$25,000 for furnishings for the Youth Services area. The Library Board of Trustees approved the expenditure of these funds.

Expenditure Increase

<u>Account</u>	<u>Item</u>	<u>Amount</u>	<u>Current Budget</u>	<u>Adjusted Budget</u>
03-15-00-41-0100	State Grants	\$25,000	\$23,957	\$48,957

We are requesting that these changes be included in the Village's budget amendments.