

AGENDA

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

Village Hall

7:00 p.m.

November 26, 2012

Roll Call

1. A Resolution Adopting Strategic Planning Goals for Fiscal Year 2013/2014
2. A Resolution for Improvement by Municipality Blackhawk Drive Resurfacing

Mayor's Comments

Manager's Comments

Trustee's Comments

Attorney's Comments

Audience to Visitors

Adjournment

NOTE: Copies of all agenda items are available in the Lobby of Village Hall or online at
www.villageofparkforest.com

VILLAGE OF PARK FOREST

MEMORANDUM

TO: John A. Ostenburg, Mayor
Board of Trustees

FROM: Thomas K. Mick,
Village Manager

DATE: November 20, 2012

SUBJECT: A Resolution Adopting Strategic Planning Goals for Fiscal Year 2013/2014

BACKGROUND/DISCUSSION:

Over the past few years, the Village Board's budget-based strategic planning efforts have been coordinated with planning facilitator Paul Craig. This past summer/fall, the Village embarked on a new approach with strategic planning facilitator Dr. Gerald Gabris of Northern Illinois University's Center for Governmental Studies. The process which has begun to unfold is one that included three citizen focus group sessions. One session (held on September 27th) included residents who have lived in their current address between 4 to 7 years. Another session on October 1st was convened with a mix of residents currently serving on various volunteer Boards/Commissions. What was found in the sessions was that several common themes arose as priorities the Village may want to focus their attention on in the coming months/years. These themes include the following:

- Locally centered Economic Development.
- Address evolving Public Safety issues where needed.
- Develop strategies for further Engaging Youth.
- Enhance Civic Responsibility and Code Enforcement.
- Address high Tax/Fee issues where possible.
- Address Water Quality/Infrastructure issues.
- Strive to improve Village Government-Resident Communications

A third citizen focus group session unfolded on October 18th wherein the above-noted areas of priority were shared with residents who had attended the previous focus group sessions. Attached is a PowerPoint presentation used by the planning facilitator as part of this follow up discussion. The Mayor and Village Manager attended this session. Consensus by the attendees was that the facilitator was on target with his findings. Attached to this memo is a summary report of the focus group sessions that was forwarded to the Village Board as part of its preparation to meet with Dr. Gabris on November 3rd.

The goal setting session on November 3rd (see attached agenda/memo from Dr. Gabris) allowed for the Board to deliberate on the priorities noted above as a course for moving forward gets charted. Keeping in mind a likely transition on the Village's Elected Board in spring of 2013, the

thought was for the Village to maintain its goals from the current 2012-2013 fiscal year into fiscal year 2013-2014. The above set of priorities will be further defined as part of a larger strategic planning undertaking with the newly seated Village Board into the spring of 2013 with the public (and interested candidates for elected office) being invite to attend any dialogues/special meetings which may take place in the interim.

A follow up discussion has been tentatively slated for Saturday, March 23rd. In the interim, Mayor John Ostenburg has expressed his desire for the Board to revisit several planning documents such as the Homes for a Changing Region study findings, the Strategic Land Use Plan for Economic Development, the Urban Land Institute's 2003 Technical Assistance Panel and the Sustainability Master Plan.

As a matter of practice, the Village Board has taken official action to adopt fiscal year goals via Resolution so as to establish consensus on how Village funds will be directed. As such, the attached Resolution establishes the Village Board's goals for fiscal year 2013-2014. It is around these goals which the upcoming fiscal year will be developed.

SCHEDULE FOR CONSIDERATION:

This issue will appear on the Rules and Regular Meeting Agendas of Monday, November 26th for Board discussion and approval.

RESOLUTION No. _____

**A RESOLUTION ADOPTING
STRATEGIC PLANNING GOALS
FOR FISCAL YEAR 2013/2014**

WHEREAS Strategic Planning Goals express the Board’s vision for the future of the Village of Park Forest; and

WHEREAS Strategic Planning Goals become the foundation of the programmatic goals in the Village’s annual budget and shape the development of said budget; and

WHEREAS Strategic Planning Goals which reflect the consensus of the Board have been developed over several months.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, that the Strategic Planning Goals for Fiscal Year 2013/2014 are hereby adopted as follows:

1. Engage in relationships and program initiatives which enhance working together to provide the best education possible for the children of Park Forest.
2. Continue efforts to increase commercial, business and residential development in the Village.
3. Continue to establish, review and refine policies which assure an acceptable and sustainable level of financial, environmental and infrastructure components of the village.
4. Increase awareness of the quality of life in the Village of Park Forest.

BE IT FURTHER RESOLVED that these goals shall be incorporated into the 2013/2014 budget and the resources of the Village shall be directed toward the implementation of these goals.

Adopted this _____ day of November 2012.

APPROVED:

ATTEST:

Mayor

Village Clerk

Village of Park Forest Goal Setting Discussions With Dr. Jerry Gabris

Village of Park Forest, Illinois Community Focus Group Summary

Table 1

What motivated you to move to and become a resident of Park Forest?

Community Resident Group 1	Community Resident Group 2
A. Family & Friends	Family & Friends
B. Affordable Housing	Affordable Housing
C. Physical Environment*	Physical Environment*
D. Living Environment**	Living Environment**
E. Amenities***	Civic Responsibility****
F. Safety	Safety
G. Civic Responsibility****	

* Physical Environment = Established neighborhoods, trees, and beauty of area.

** Living Environment = Community diversity, culture, and tolerance.

*** Amenities = Access to recreation and golf courses.

**** Civic Responsibility = Individual responsibility to maintenance of community values and standards as well as personal accountability.

Table 2

If someone asked you on vacation to describe what Park Forest means to you what would you say?

Community Resident Group 1	Community Resident Group 2
A. Quality of Government & Services	Safety Issues
B. Affordable Housing	Affordable Housing
C. Loss of Civic Responsibility	Loss of Civic Responsibility
D. Safety Issues	Amenities
E. Taxes	Economic Development

Table 3

In your view, what does the Village of Park Forest do very well? What do you like about the Village?

Community Resident Group 1	Community Resident Group 2
A. Quality of Government & Services	Quality of Government & Services
B. Living Environment	Living Environment
C. Physical Environment	Community Involvement*
D. Affordability	

* Community Involvement = Individual participation in community organizations such as food pantry, donations by individuals to community events, and participation in local events.

Table 4

**If a friend were to ask you about the quality of ...
What would you say?**

Community Resident Group 1	Community Resident Group 2
Public Safety, Police, & Crime	Public Safety, Police, & Crime
A. Responsive Police Department	Responsive Police Department
B. Uneven Public Safety	Uneven Public Safety
C. Youth Issues Increasing	Youth Issues Increasing
D. Code Enforcement	
E. Southcom/Dispatch Issues	
Water Quality	Water Quality
A. Quality is Uneven*	Quality is Uneven*

Quality is Uneven* = Water quality varies greatly and is dependent upon where one lives in the community. Quality issues relate to color, taste, and smell.

Table 5

If a friend were to ask you about the quality of ... What would you say?

Community Resident Group 1	Community Resident Group 2
Parks & Recreation	Parks & Recreation
A. Need for Community Center	Need for Community Center
B. Updated Programing*	Updated Programing*
Economic Sustainability	Economic Sustainability
A. Access to Local Grocery Store	Access to Local Grocery Store
B. Retail Development	Retail Development
C. Code Enforcement	Community Identity

Updated Programing Needed* = Park district needs to address the current needs and wants of the youth in the community. Tech, skills, or entrepreneurial center to foster community and economic development while engaging the future generations who will live and work in the community.

Table 6

What major issues should the Village of Park Forest address in the next five years? What Should the Village dream about doing better? What needs to change?

Community Resident Group 1	Community Resident Group 2
A. Economic Development	Economic Development
B. Uneven Public Safety	Taxes
C. Taxes	Water Issues
D. Youth Engagement	Civic Responsibility
E. Code Enforcement	Youth Engagement
F. Water Issues	Improved Communication with Village
G. Improved Communication with Village	

Table 7

What do you perceive to be your responsibility as a citizen and resident to the Village?

Community Resident Group 1	Community Resident Group 2
A. Civic Engagement*	Civic Engagement*
B. Support Local Business	Support Local Business

Civic Engagement* = Individual responsibility to vote, participate in community events, engage with neighbors in local area/community, and support community initiatives.

Table 8

Combined Resident Strategic Issues

Village of Park Forest

1. Locally centered **Economic Development**
2. Address evolving **Public Safety** issues where needed
3. Develop strategies for further **Engaging Youth**
4. Enhance **Civic Responsibility** and strict **Code Enforcement**
5. Address high **Tax/Fee Issues** where possible
6. Address **Water Quality/Infrastructure** issues
7. Strive to improve **Village Government – Resident Communications**

Where do we go from
here?

Incorporating Resident Issues into the new Five Year Strategic Planning Initiative: A Quick Overview

Thank you to the Residents of
the Village of Park Forest for
Taking the Time to Engage,
Participate, and Share Your
Concerns.

October 22, 2012

**To: The Mayor, Members of the Village Board, and Tom Mick, Village Manager,
Village of Park Forest, IL.**

Fm: Dr. Jerry Gabris, Senior Research Scholar, Center for Governmental Studies.

Re: Report on the Resident Focus Group Sessions held for the Village, Fall, 2012.

This Report summarizes and compares the data obtained from community focus groups held on September 27 and October 1, 2012. Approximately 17 and 18 individuals, respectively, participated in the discussions. A third meeting was held on October 18th, where the findings from the two focus groups were presented as a means of providing feedback to ensure that our interpretation of focus group ideas is accurate. During the meeting on October 18th, opportunities to obtain further Park Forest Resident insight regarding specific issues was made available, and both the Mayor and Village Manager attended this meeting to answer questions and to provide perspective. All focus group of participants were invited to attend the session scheduled for the 18th, and a total of 16 residents did attend. This represented 46 percent of the two groups where representatives from both groups were present.

We wish to note that both focus group sessions were very well attended and reflected a wide spectrum of the type of resident who chooses to reside in the Village. All residents actively participated and contributed to the sessions and provided valuable input and insight into how they perceive the Village both in the past and present. Park Forest remains a very viable and dynamic municipal government – that at the same time needs to keep its finger on the pulse of resident perceptions to enable it to adapt and innovate as necessary.

The Village has a long and proud history as a Council Manager form of government that offers professional public services and a higher quality of life. For many years, people have moved into Park Forest because of the quality of its residential life and reputation for civic engagement. Park Forest has always stressed the value of *community*. Yet after the economic recession, people have started to move into Park Forest because it has also has very good housing stock that is readily affordable. It is thought that a number of new residents might not understand Park Forest's history of community involvement and respect for professional city management. A potential issue is whether new residents understand and appreciate the connection between taxes and quality of services. Consequently, over time there may be a need to educate this newer electorate regarding the Village's history and core values. What is it that people do not exactly grasp? Is there understanding of how and why things are done the way they are within this local government? What do residents know about and expect of the Village Government? Have things changed much over the last six years?

Group A consisted of individuals from the September 27, 2012 focus group and were selected based upon a residency of 5-7 years within the community. Of those in attendance, 5 individuals has lived in the community for the past 7 years, one individual was “relatively” new to the area, and three had lived in and out the community for periods of 14 – 35 years. The remaining individuals noted that they had been residents for about 5 years. Most Group A residents have moved to the Village just before the great recession of 2007. Few members of this group have been highly active in Village committees, commissions, or community groups.

Group B consisted of individuals who participated in the October 1, 2012 focus group, and had been selected for their past and current service to the community through Village committees, commissions, or appointments, as well as having been identified as long-term residents of the area. Individuals in attendance have or are currently serving on the Parks and Recreation, Beautification, Housing, Planning, Human Relations, and Economic Advisory Committees, Senior Citizen Board, Cable Communications Commission, and Mayor’s Advisory Group. Many of the individuals in this focus group are either retired professionals, or still active, in some capacity, with education, social services, and nonprofit entities that serve the community. One individual participating in this group is an immigrant from Benin. The average length of residency in Group B would likely exceed 20 years.

Clearly, the two focus groups differ markedly in term of length of residency and experience with civic engagement. Intuitively one might suspect major differences to surface between the two groups in how they perceive Village Government and what they expect from it.

Questions presented to the groups were drafted to elicit feedback from individual participants that would provide some direction to the questions posed above. Responses and comments from the two groups of individuals have been consolidated into major themes for ease of review and analysis. A summation of findings is provided at the end of this report.

Table 1

In a few words, explain what motivated you to move to and become a resident of Park Forest?

Community Resident Group 1	Community Resident Group 2
A. Family & Friends	Family & Friends
B. Affordable Housing	Affordable Housing
C. Physical Environment*	Physical Environment*
D. Living Environment**	Living Environment**
E. Amenities***	Civic Responsibility****
F. Safety	Safety
G. Civic Responsibility****	

* Physical Environment = Established neighborhoods, trees, and beauty of area.

- ** Living Environment = Community diversity, culture, and tolerance.
- *** Amenities = Access to recreation and golf courses.
- **** Civic Responsibility = Individual responsibility to maintenance of community values and standards as well as personal accountability.

Why do people move to Park Forest? Even though a span of 15 to 20 years separates the length of residency for some of the individuals in our focus groups, there is a remarkable similarity regarding why people choose Park Forest. People move to Park Forest for many reasons, but encouragement from family and friends, and affordable housing are pre-eminent reasons. Many focus group participants also pointed out that Park Forest is an aesthetically pleasing residential community, with a beautiful urban forest, and many parks that provide multiple recreational amenities. Upon moving to Park Forest residents perceive it as a safe place to live, but several persons indicated that this is changing in certain areas and ways. Park Forest is a tolerant and successfully diverse community. Finally, Park Forest has historically encouraged broad citizen participation and expected residents to practice civic responsibility. We are defining *civic responsibility* in this Report as *those activities that promote community value and well-being, through participation in government, respecting for the rights of others, social and political tolerance, and pride of home ownership (and its maintenance)*. Both groups also expressed satisfaction with local schools and the availability of good transportation.

Table 2

If someone asked you on vacation to describe in a few words what Park Forest means to you as a place to live, work, and recreate, what would you say?

Community Resident Group 1	Community Resident Group 2
A. Quality of Government/Services	Safety
B. Affordable Housing	Affordable Housing
C. Loss of Civic Responsibility	Loss of Civic Responsibility
D. Safety	Amenities*
E. Taxes	Economic Development

Amenities* = Library, programs for kids in the summer, senior center, local theater productions, *Entertainment on the Green*, aqua center, parks and recreation. Smithsonian designated community

On balance, participants in both groups responded to this question with positive assessments, but this should be balanced with the understanding that several residents in both groups perceive Park Forest’s continued success as a very desirable place to live as fragile, and changing. On the positive side, Park Forest is perceived as a good value for the dollar. It provides quality government services and also has high quality affordable housing. At the same time, the Village has lost some of its luster as a hallmark community for civic responsibility in a racially diverse setting, and has seen a reduction in public safety, a reduction in local service

businesses, while having very high property taxes. Residents also like the vast array of very proximate amenities ranging from a golf course, to the Library, to the aqua center. The key idea is that people still really enjoy Park Forest, but perceive it in a transition state, and are hoping that Village Officials are also aware of this and are willing to address it actively.

Table 3

In your view, what does the Village of Park Forest do very well? What do you like about the Village?

Community Resident Group 1

Community Resident Group 2

A. Quality of Government/Services	Quality of Government/Services
B. Living Environment	Living Environment
C. Physical Environment	Community Involvement*
D. Affordability	

* Community Involvement = Individual participation in community organizations such as food pantry, donations by individuals to community events, and participation in local events.

Not surprisingly, many of the ideas reflected on Table 3 are closely related to those on Table 2. Group 2 residents provided substantially more insight into how Park Forest has changed. They remarked that when they moved to the Village, it was very peaceful, quiet, and well-maintained. They also expressed the clear view that residents were expected to practice civic responsibility. Residents were expected to take pride in their home ownership and actively maintain and improve their property. Group 2 residents stated that they felt safe walking through parks and neighborhoods without worrying about crime. What they are concerned about is a shift in these perceptions. Today, some in Group 2 commented, “no one takes care of their area, no shops are here, and no one invests in the community.” Others stated, “We have good recreational activities but kids hang out and vandalize things.” So, while both groups believe the Village provides good services and value, its attractiveness may be declining.

Table 4

If a friend not living in Park Forest were to ask you about the quality of ... What would you say?

Community Resident Group 1

Community Resident Group 2

Public Safety, Police, & Crime	Public Safety, Police, & Crime
A. Responsive Police Department	Responsive Police Department
B. Uneven Public Safety	Uneven Public Safety
C. Youth Issues Increasing	Youth Issues Increasing
D. Code Enforcement	
E. Southcom/Dispatch Issues	

Quality of Water	Quality of Water
A. Quality is Uneven*	Quality is Uneven*

Quality is Uneven* = Water quality varies greatly and is dependent upon where one lives in the community. Quality issues relate to color, taste, and smell.

In both focus groups participants almost uniformly gave excellent marks to the Park Forest Police Department. They perceive the Department has highly responsive, respectful, and professional, who takes their concerns seriously. Participants commented that “the police, when finding kids loitering, do stop and question them, but this needs to be done more often in the community.” The issue emerging from the focus groups on the theme of public safety is that the Police Department does a very good job, but are there enough police to address the changes and shifts taking place in the Park Forest community? Participants specifically point to issues involving youth and their general unaccountability. They blame lenient parenting for part of this. The youth are allowed to wander about the Village without supervision where they tend to get into trouble and intimidate some residents. In these situations some youth are becoming more aggressive and flaunt authority and show disrespect toward others. Other public safety concerns involve high noise levels (need stricter loud noise enforcement), police visibility at public events (be present and in uniform), be sure to provide help to seniors, and provide more camera security in parking lots and in the neighborhoods. The participants did not have clear solutions to these concerns but did offer some advice. There should be more youth activities and programs to keep them off the streets, and improved neighborhood watch type programs. The Police Department should clamp down on enforcement issues. Parents need to be educated regarding their responsibility regarding their children, and the Police Department should communicate with residents about crime rates and types of crime.

On water quality, there were two primary viewpoints. A significant chunk of the participants claim they have serious water quality issues. The color, taste, and odor of the water is a serious problem for some residents and they want the Village to address this issue. At the same time, other participants did not have a water problem, so the severity of this issue appears to be related to specific areas of the Village.

Table 5

**If a friend not living in Park Forest were to ask you about the quality of ...
What would you say?**

Community Resident Group 1	Community Resident Group 2
Parks & Recreation	Parks & Recreation
A. Need for Community Center	Need for Community Center
B. Updated Programming Needed*	Updated Programming Needed*
Economic Sustainability	Economic Sustainability
A. Access to Local Grocery Store	Access to Local Grocery Store
B. Retail Development	Retail Development

C. Code Enforcement	Community Identity
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On the policy issue of parks and recreation, the participants believe that Park Forest has many amenities that people enjoy (golf courses, the aqua center, and various parks). These were not an issue. What is an issue concerns how park programs and facilities may need updating. For example does the current recreational programming adequately address the needs of youth? It was suggested by some that the Village should consider updating its youth programs that will appeal to them by offering higher tech training and access to information technology, in teaching them entrepreneurial skills, and how to obtain jobs. Maybe the Village should invest in a tech/entrepreneurial center. The consensus was that something different needs to be done to capture the imagination and interest of youth above and beyond current programs. By focusing on today's youth, the Village will be building a foundation for future generations who will live and work in the community.

Both groups had a lot to say about economic development. The bottom line is that the two groups do not see much of this taking place. The type of economic development that residents appear to want focuses on small businesses that provide useful services to residents. The most important of these would be a grocery store. At least 9 participants mentioned this as an issue. At the same time, the participants were aware that Park Forest faces tough challenges for expanding its economic development, in part due to its isolation from major business corridors. The participants suggest that the Village does need to consider what types of businesses are sustainable in the community. They really enjoy the farmer's seasonal market, and ask whether this could be expanded into a year round operation? They want affordable places to shop and realize that residents need to support their local businesses. The Village should also communicate more with residents on how it is striving to expand economic development. One participant pointed out that 40 years ago, our parents' generation spent 30% on food and today; we spend over 25% on health care, and only 3% on food. The Village needs to adapt its economic development to changes in its environment.

Both groups expressed satisfaction with areas schools. This was not a major issue.

Area schools

Community Resident Group 1	Community Resident Group 2
Happy with schools-changes that are needed are in curriculum and not something village can do	They moved here in part because of the better schools

Table 6

In your view, what *major issues* should the Village of Park Forest address in the next five years? What Should the Village dream about doing better? What needs to change?

Community Resident Group 1

Community Resident Group 2

A. Economic Development	Economic Development
B. Uneven Public Safety	Taxes
C. Taxes	Water Issues
D. Youth Engagement	Civic Responsibility
E. Code Enforcement	Youth Engagement
F. Water Issues	Improved Communication with Village
G. Improved Communication with Village	

It is clear from Table 6 that both resident focus groups agree on the major issues facing the Village. Because there is substantial agreement on the issues, we will identify the top seven potential strategic issues in our summary that combine those cited above. We have already provided commentary on why residents believe these issues are so important regarding their quality of life.

We also asked the participants to comment on the Village Government itself. How do they perceive it and what suggestions, if any, would they have for the Village government?

Table 7

What is your perception of the Village Government itself? Does it provide good value for the dollar? Is the Village government (the Village Board and Staff) open to suggestions, is it transparent in operations, are Village officials approachable, and is staff professional?

Community Resident Group 1

Community Resident Group 2

Communication efforts need to be improved	Communication between Village and residents works both ways and each can improve
Reports on closure or attendance to issues raised by community—what has been done, how, has it made a difference?	

The participants in general voiced very positive comments about the Village government as professional, responsive, and providing high quality services. This is important because it

suggests a relatively high *trust relationship* with the Village government, which is not always a given in today’s turbulent economic and political environment. The participants conveyed the notion that Park Forest’s Village government strives to do what is right for its residents. They attribute this to several factors including professional city management, honest elected officials, and the practice of authentic citizen engagement. Nonetheless, the participants in both groups suggested that the Village government should actively address how it can even further improve its communications with residents. Part of this communication should focus on what actions the Village government has taken to address specific needs and concerns of residents. How has the Village government’s actions made a difference in addressing problems raised by residents.

Table 8
What do you perceive to be your responsibility as a citizen and resident to the Village?

Community Resident Group 1	Community Resident Group 2
Civic Engagement	Civic Engagement
Support Local Business	Support Local Business

Civic Engagement* = Individual responsibility to vote, participate in community events, engage with neighbors in local area/community, and support community initiatives.

The focus group participants realize that good local government is not solely dependent on the staff or the elected officials. The residents themselves have a responsibility to be civically engaged. While the participants in Focus Group 1 had not yet had the opportunity for civic engagement, they almost uniformly supported this practice in principle, and indicated an interest in becoming more active. Focus Group 2 participants perceive civic engagement as a fundamental responsibility that contributes to the quality of local government. But, what types of things did participants in the two groups mean by civic engagement?

While there was no single definition of civic engagement, the core idea is to have citizens volunteer to become involved in public service activities. This may mean they want to work with local nonprofit organizations as well as local government. They perceive their involvement as crucial for creating momentum for change. To achieve this, they recommend that the Village actively *communicate* the need for volunteers for various committees, task forces, and for Village trustees to be more visible in their promotion of civic engagement. A component of this civic engagement would be to involve youth in more productive activities as well. A final component of civic responsibility is for local residents to more actively support local businesses.

Summary

Park Forest is a community with a long history of community involvement and service to its residents. What became clear during each of the two focus groups was that the identification of the criteria that drew people to move into the community are now growing areas of concern as the community has developed and reacted to the current economic climate. At the same time, there is an underlying consensus on the major issues facing the Village from the perspective of the focus group participants. These are summarized in Table 9.

Table 9

Summary of Major Issues Facing Park Forest based on the Resident Focus Groups.

1. **Locally centered *Economic Development*.**
2. **Address evolving *Public Safety issues* where needed.**
3. **Develop strategies for further *Engaging Youth*.**
4. **Enhance *Civic Responsibility and Code Enforcement*.**
5. **Address *high Tax/Fee* issues where possible.**
6. **Address *Water Quality/Infrastructure* issues.**
7. **Strive to improve *Village Government-Resident Communications***

The above issues are at the core of what residents would like to see the Village address as part of its strategic planning initiative. These are advisory issues, but they should be given serious attention by the Mayor, Village Board, and Senior Professional Staff. In conclusion, the two resident focus groups did an excellent job in providing candid, honest, and sometimes tough assessments of the Village. Because of the high quality of citizen engagement Park Forest has been and will continue to be a dynamic, vibrant community that will successfully adapt to a changing environment. This initial focus group process is just the first step in a comprehensive strategic planning initiative that the Village is now embarking upon. And as this initiative unfolds, the Village will continue to utilize further citizen engagement as a vehicle for making sure that the strategic plan that emerges from this analysis, accurately reflects what is in the best interest of all Village of Park Forest residents.

October 18th, 2012 Feedback session Results

When these summary results were presented to the two focus group participants on October 18th, our hope was that our interpretation of what they perceived to be the most important issues was accurate and complete. After the complete results were reported in our feedback session the floor was open to the focus group members to comment and make suggestions. It was the clear consensus that our findings were right on mark and did in fact represent their views. Nonetheless, the focus group members did offer specific clarification on several items to help put the broader findings in context.

Communications

The residents do want more of a certain kind of communication. They have no major problem with current communication processes, outlets, and vehicles. These appear to be sufficient. What they want is more content specificity on what the Village is planning to do to address problems that have been identified. For example, if the City is planning to repair water mains over a period of years, they would like to know the time table for repairs to have an idea on what to expect over the course of time. This would facilitate their planning. So, their request is for the Village to put into its ongoing communications more information regarding the projected time frames for addressing specific issues throughout the Village.

Water Quality

This is a very important matter to a significant number of citizens who believe their water quality is substantially below average on a consistent, regular basis. This is costing residents substantial amounts of money related to appliance repairs, in-house water line repairs, and bottled water for everyday drinking. This issue is an immediate large scale problem that should be addressed as soon as possible.

Residents are concerned about how the water issue is being addressed. The Mayor proffered an explanation that plans are underway to replace the community's pipes, and that roughly 10% per year is being replaced. However, because emergency repairs need to be made continually, and those have to be addressed, the progress is slower than anticipated. Residents understood this, but felt that there was insufficient response provided when they complained, in some cases repeatedly, about particular areas of concern. One resident explained that the Village should keep the citizens up to date on progress and that a simple map with colors showing what is fixed, what has broken and being addressed, and what is on schedule could go a long way to improving understanding. An additional suggestion was made to find out what other communities facing similar issues, such as Homer Glen, Sauk Village, Richton Park, and communities in Indiana are doing to ascertain their water costs, community plans for replacing the system, how they are keeping their residents informed, etc.

The Mayor also pointed out that if specific areas or residents are having severe regular problems, that their areas may receive quicker treatment, if this is determined to be the solution to their problems.

Youth Engagement

Discussions surfaced during the evening concerning how the Village can better contribute to current programming designed to reinforce and foster the need for parental responsibility in raising and parenting children. Unquestionably, there is a need to develop programming that is more current, attractive to youth, while fulfilling a need to educate youth in self-esteem, skills sets, and abilities to contribute constructively to local society. Some in the audience suggested that local government should not be held accountable to the "parenting/policing" of youth, but should be aware that safety concerns in the community (unsupervised, loitering youth, drugs, etc.) are tied indirectly to youth engagement.

The Village needs to address the needs of the younger generations within the community in order to foster a better sense of community and to contribute to community growth, rather than contributing to community problems. While all in attendance acknowledged that a Center of some sort needs to be developed within the Village, what type of center—recreational, technical, skills focused, or combination thereof, needs to be clarified and developed. Potential exists for the establishment of a citizen’s advisory group to work with the Council in developing options. Engaging youth was perceived as a partial solution to increased gang problems and crime. One participant encouraged programs designed to teach youth martial arts, with the intent of fostering internal control, self-respect, and interpersonal maturity.

Code Enforcement

Community members wanted to ensure that the issue here is not so much a matter of code enforcement by the Village in fining entities who fail to maintain properties, as much a matter of the Village following up with properties owned by the bank, abandoned and vacant, and/or those where landlord does not respond to code violations. Members of the community felt that they were doing more of the research, calling and complaining to banks and property owners, than the Village did. Residents want more action from the Village in following up with property owners/landlords/banks related to issues of vacancy and neglect. The Village Manager commented that citizens could call the city to advise about empty properties, etc. Additionally, citizens want to know that once they call and lodge a complaint with the city, some measure of feedback or response should be provided back to them.

Tax/Fee issues

Residents expressed a need for better communication on where taxes are going to within the community. They understand that they are high, and that services are being provided, but feel that when it comes to issues such as that of the water, or need for a community center, there is no action. They are complaining because they do not see any action. Communication by the Village would help alleviate the issues that some individuals have related to high taxes and fees if they knew and understood what services and plans were underway.

Related to community taxes and fees, was a query on whether or not the Village has sought out any external funding, or grants for assistance? This was addressed by the Village Manager who noted that they are continually looking and applying, where possible. They have recently been awarded a grant for the demolition and development of a large parcel of property in the community that has been abandoned for a number of years. Resident followed up with a question that centered on grants or external funding for businesses to be brought into the community? Village said that they would be happy to develop something, if not already in place, to aid this effort, but need to be aware of who is looking to move into the community to develop a response for assistance.

This concludes our summary of the October 18th feedback session. The participants were informed that this was just the beginning of a strategic planning initiative, and that more opportunities for resident involvement will be provided. The meeting ended on a positive, robust note.

October 30th, 2012

To: The Village President, Members of the Village Board, Village Manager, and Senior Staff, of the Village of Park Forest.

Fm: Dr. Jerry Gabris, Strategic Planning Facilitator.

Re: Agenda for our Initial Meeting of the New Strategic Planning Initiative for the Village of Park Forest.

Let me begin by saying that it is a privilege to be working with the Village of Park Forest once again. I have had the opportunity to work for the Village in several capacities over the past almost 20 years when both my hair and John's was darker, Janet Muchnik was the Village Manager, and Tom Mick was still green around the collar. During all of my work with the Village I have always been impressed by the degree of professionalism by the staff and commitment to the public good by the elected officials. Park Forest has always had a rich and deep sense of community, and I am happy to report that this core value appears alive and well. This brings me to the purpose of this memo.

I have now facilitated a total of three citizen focus groups and have also had several discussions with the Village President and Manager. On Saturday, November 3rd, we will begin the process of identifying and trying to understand the broader and deeper strategic issues that the Village will be facing for the next five years. The Village is fortunate because it now has several research reports that address different facets of the Park Forest environment that directly effect the quality of life in the Village and have influence on the probable direction the Village will be heading in the next several years. This data includes information on financial and environmental sustainability, citizen/resident attitudes toward services and programs, demographics, and research by the staff on various issue areas.

Instead of asking the Board to make a quick decision on what are the major strategic priorities and goals for the next couple of years based on one three hour meeting, we will be utilizing a longer and deeper process to precede the next strategic plan.

On Saturday, November 3rd we will consider the results of the citizen/resident focus groups. Do newer and long term residents share the same view toward issues and citizen involvement? What changes have occurred from the resident's viewpoint? I will present the data and findings from our efforts to engage citizens and the Board will be asked to help us understand and interpret these results. No decisions regarding specific strategic goals or how to solve them will be made at the meeting on November 3rd. Instead, and in-depth look at what citizens are perceiving to be the issues will be the focus, with the purpose of trying to understand the underlying themes and broad intent connected with their perceptions.

There will be subsequent environmental scanning review sessions maybe this fall or early winter. Each session should produce additional insight on the challenges facing the Village. By late spring of 2013 (Most likely June), when the Village may have newly elected officials on the

Village Board, this information will be utilized to identify the major strategic priorities that the Village will focus on for the next five years. Once these are identified and selected by the Board, the Staff will develop detailed action plans on how to achieve and address these priorities within the five year time frame. The Board will be involved throughout this process approving or modifying Staff recommendations. We believe this process should lead to a more comprehensive and efficient strategic planning process that will serve the Village and its residents well. If you should have any questions regarding this process, you can email Dr. Gabris at ggabris@niu.edu or phone him at 815-753-6145.

Agenda for Saturday, November 3rd, 2012, Village of Park Forest.

- 8:30 am - Breakfast will be ready to serve. Please come and get situated.
- 9:00 am - Welcomes and Introductions. Comments by the Mayor and Manager.
- 9:10 am - Overview of the Citizen focus group results.
- 9:45 am - Questions and Answers.
- 10:00 am - Board Assessment and Comments on the Citizen Focus Group Results. I will ask each board member to comment on the findings in terms of how you understand them, and what you perceive to be the major issues emanating from these citizen concerns. I want to give everyone a chance to talk initially, and then we will open the discussion to any specific items that a Board member wants to address.
- 11:00 am - Open Discussion on Village issues deriving from the Citizen Focus Groups.
- 11:45 am - Next steps. What will the subsequent environmental scanning meetings focus on? Are there any suggestions from the Board on what they would like to see more of, or less of at these sessions? How can the sessions be more value added to the Board?
- 12:10 pm Adjourn.

AGENDA BRIEFING

DATE: November 20, 2012

TO: Mayor John Ostenburg
Board of Trustees

FROM: Kenneth Eyer, Director of Public Works

RE: Resolution for Improvement by Municipality Blackhawk Drive Resurfacing;
BLR0911

BACKGROUND/DISCUSSION:

This item is a follow up to the Local Agency agreement for Federal Participation for Resurfacing of Blackhawk Drive. This resolution provides Motor Fuel Tax (MFT) funding in the amount of \$450,000.00 for the Village share of Phase III Construction and Construction Engineering. The Surface Transportation Program will fund 70% of the costs for the Phase III Construction and Construction Engineering. The cost to the Village for the Construction and Construction Engineering of the Thorn Creek Drive Project is estimated to be \$450,000.00. The total Phase III cost estimated in the Local Agency agreement for this project is \$1,500,000.00.

Bids were opened on this project by the Illinois Department of Transportation on November 9, 2012. The unverified results were the low bidder was Gallagher Asphalt Corporation in the Amount of \$1,220,551.76

The Department of Public works requests that the Board approve this resolution

SCHEDULE FOR CONSIDERATION:

This item will appear on the Agenda of the Rules and Regular Meetings of November 26, for discussion and consideration.

AGENDA
REGULAR MEETING OF THE BOARD OF TRUSTEES
PARK FOREST, IL

Village Hall

7:00 p.m.

November 26, 2012

Roll Call

Pledge of Allegiance

Reports of Village Officers

Mayor
Village Manager

Village Attorney
Village Clerk

Reports of Commission Liaisons and Committee Chairpersons

Citizens Comments, Observations, Petitions

Motion: Approval of Consent

CONSENT:

1. Resolution: A Resolution Adopting Strategic Planning Goals for Fiscal Year 2013/2014
2. Resolution: A Resolution for Improvement by Municipality for Blackhawk Drive Resurfacing

DEBATABLE:

3. Ordinance: An Ordinance Levying Taxes for all Corporate Purposes for the Village of Park Forest, Cook and Will Counties, Illinois, for Fiscal Year Beginning on the First Day of July, 2012 and Ending on the Thirtieth of June, 2013
(First Reading)
4. Ordinance: An Ordinance to Abate a Portion of the 2012 Tax Levy for the Village of Park Forest, Cook and Will Counties, Illinois (Tax Levy Abatement Ordinance)
(First Reading)

Adjournment

NOTE: Copies of all agenda items are available in the Lobby of Village Hall or online
at www.villageofparkforest.com

MOTIONS

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

1. MOVED, that the Mayor and Board of Trustees approve a Resolution Adopting Strategic Planning Goals for Fiscal Year 2013/2014
2. MOVED, that the Mayor and Board of Trustees approve a Resolution for Improvement by Municipality Blackhawk Drive Resurfacing

11/26/12

AGENDA BRIEFING

DATE: November 23, 2012

TO: Mayor John Ostenburg
Board of Trustees

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

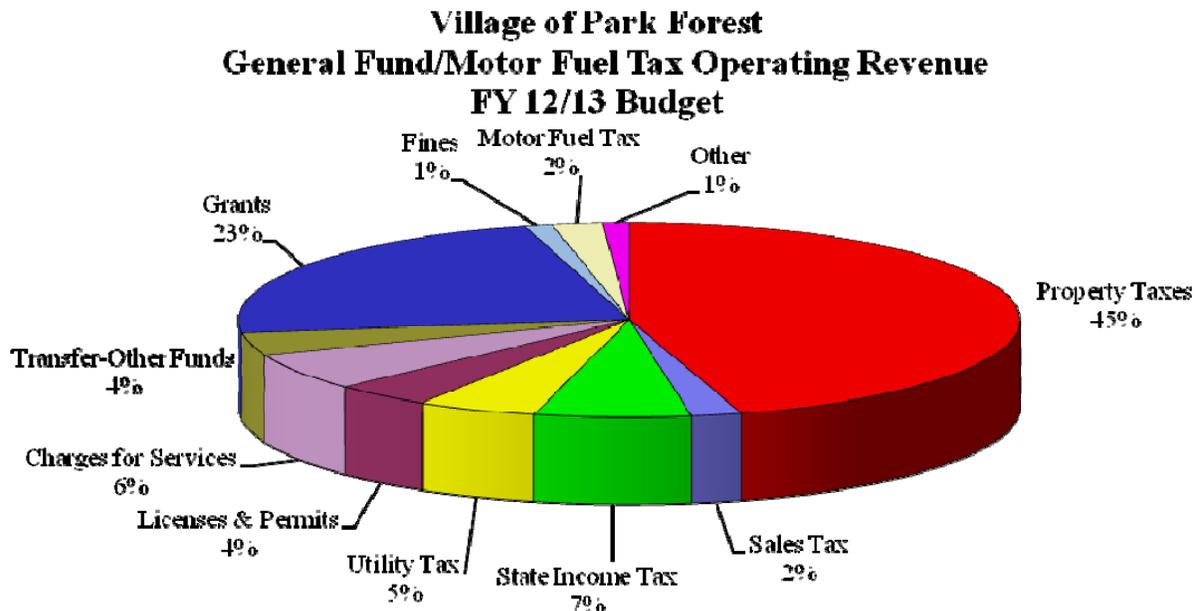
RE: An Ordinance Levying Taxes for all Corporate Purposes for the Village of Park Forest, Cook and Will Counties, Illinois, for Fiscal Year Beginning on the First Day of July, 2012 and Ending on the Thirtieth of June, 2013

BACKGROUND/DISCUSSION: First reading of the 2012 Tax Levy is scheduled for November 26. A public hearing is required for the first Monday in December with the final levy adopted at the first regular meeting on December 17. The Board has historically chosen to begin discussion of the tax levy at the time of strategic planning in order to have a full picture of the financial position of the Village. This occurred on Saturday, October 27. The Library has now submitted their levy request and it represents a 1% increase over the prior year.

The 2013/2014 Budget will be funded by the 2012 levy. The tax levy consists of six separate categories. Each category is evaluated separately to determine levy needs. The categories are as follows:

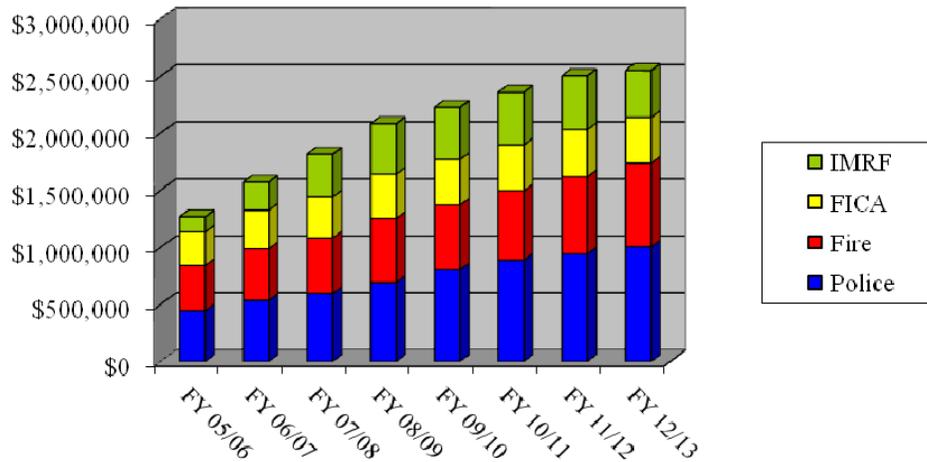
GENERAL CORPORATE

The property tax levy for general corporate purposes funds the general operations of the Village – Police, Fire, Administration, Public Works, Recreation and Parks, Health, Community Development and Economic Development – which are not funded by other sources. As can be seen in the pie chart below, the 2011 levy supported 45% of the total operating budget, down from 50% as a result of grant funding.



In recent years, a higher share of the levy funds Police and Fire pensions, as well as IMRF and Social Security.

Property Tax Levy History - Pensions



As was indicated in the memo in the agenda package entitled “Preliminary Year-end Results for 2011/2012 and in the memo on “Current Year Trends,” revenues have not always kept pace with expenditures. Expenditure increases are factored in the property tax levy needs. When developing the levy, other revenue sources are also evaluated. Use of fund balance has previously allowed the Village to maintain a 3.4% or lower property tax increase for ten of the last thirteen years.

The levy increases in 2004 and 2005 allowed the Village to undertake several new initiatives including:

- Participation in SouthCom
- Establishment of an Economic Development Department
- Addition of two new police officers
- Added funding for storm sewer maintenance (annual allocation \$50,000)
- Added funding for roadway maintenance (annual allocation \$150,000)
- Added marketing dollars – \$50,000

In evaluating levy needs, increases in operating costs are assessed. Salaries are the largest expense for the Village. In the General Fund salaries represent \$10,349,371 or 50% of the total \$20,874,260 operating budget. Police and Fire personnel represent 63% of total salaries. For Fiscal 2013 personnel received a 2% salary increase, including police and fire. The dollar increase presented in the proposed levy assumes a 2% annual salary increase for all Village personnel, consistent with the Police and Fire contracts, and a 2% increase in other operating expenditures. After three years of no operating expense increase for departments a 2% increase was allowed for Fiscal 2012 to accommodate increasing cost of operations. The net result of levy needs and the use of General Fund balance on the general corporate property tax base is as follows:

2012 Tax Levy

GENERAL CORPORATE

Ongoing Operating Costs

Salaries 2%	\$	200,000
Other Expenditures		
Health Insurance 10%		186,507
Previously Grant Funded Firefighter		118,093
Elimination of Payment		
in lieu of taxes - water		378,719
Other Expenditures 2% **		100,000
Additional Funds Needed for Operations		983,319
Utilize Portion of Fund Balance over 3 months reserve:		<u>(550,000)</u>
Tax Levy Needs	\$	433,319

** Other expenditures include capital outlays, utilities, postage, legal, etc.

BONDS & INTEREST

The proposed levy for bonds and interest reflects a **decrease of \$97,090**. **The Village is able to abate \$800,000 in TIF Debt**. In addition, the debt restructuring recently undertaken will save tax levy dollars.

The recommended bond abatement and levy are as follows:

	<u>Actual Debt</u> <u>Debt Service</u>	<u>Funded From</u> <u>Other Sources</u> <u>(Abated)</u>	<u>Bond</u> <u>Levy</u>
General Fund	\$ 216,450	\$ -	\$ 216,450
Aqua Center	41,178	-	41,178
TIF	1,091,400	800,000	291,400
Water Fund	89,960	89,960	-
Sewer Fund *	-	-	-
	\$1,438,988	\$ 889,960	\$ 549,028

* 1993 Bonds totally paid

The Village is able to abate a total of \$889,960 in the bond and interest levy.

This debt service does not include the \$1,043,223 annual payment required for the IEPA loan for the water plant or upcoming debt service for additional work. This payment will be covered by the water rates.

IMRF

The Village pays a designated percentage of salary for retirement benefits. The Illinois Municipal Retirement Fund determines this percentage. Because of prior favorable investment results, the Village contribution decreased from a high of 8.99% of affected salaries in 1999 to 3.22% of salaries in 2003. In 2004, rates began to increase. Rates jumped from 3.22% of eligible salaries to 6.79%. This doubled costs. In 2005 rates increased to 8.06%. In 2006 rates increased to 9.21%. For 2007 rates began to decrease slightly to 8.79% followed by 8.54% in 2008 and 8.69% in 2009. Because of serious market losses, rates increased to 9.56% in 2010, 10.52% in 2011, 11.57% in 2012 and are projected to increase to 12.73% in 2013. The Village currently maintains an IMRF fund balance. Utilizing a portion of the fund balance coupled with savings in hiring delays and restructuring will allow for a 5% decrease in the IMRF levy.

2011 IMRF levy	\$431,084
2012 IMRF levy	<u>409,530</u>
Decrease in Levy	\$ (21,554)

FICA

The Village also maintains a fund balance for FICA. Again, utilizing a portion of the fund balance and realizing savings in hiring delays and position restructuring allows for a 5% decrease in FICA.

2011 FICA levy	\$419,398
2012 FICA levy	<u>398,428</u>
Decrease in Levy	\$ (20,970)

Both IMRF and FICA fund balances were favorably impacted by hiring delays.

POLICE PENSION

The levy amount for the Police and Fire pensions are actuarially determined. (See attached correspondence.) Police and Fire pension benefit legislation adopted by the State legislature adds to municipal pension costs. Police and Fire disability pensions also add to pension costs. Recent legislation has positively impacted pension costs by increasing the amortization period from 22 to 30 years. The Village was able to reduce the interest rate assumptions moving closer to actual returns. The Police Pension Fund earned 2.23% investment return for Fiscal 2012.

2011 Police Pension levy	\$1,044,419
Increase	<u>56,788</u>
2012 Police Pension levy	\$1,101,207

FIRE PENSION

The Fire pension levy is also affected by legislative changes and market factors. The Fire Pension Fund also had gains last year of 3.2%. The actuarial funding recommendation is as follows:

2011 Fire Pension levy	\$705,279
Increase	<u>12,039</u>
2012 Fire Pension levy	\$717,318

The Village has historically fully funded the actuarial recommendations. Presented below is summary information for the pension funds:

	<u>Police</u>	<u>Fire</u>
Total Assets	\$18,357,277	\$10,201,242
Levy Requirement	1,101,207	717,318
Percent Funded	56.8%	54.3%
Annual Rate of Return	2.23%	3.20%

The Library has submitted their levy request and it is indicated below and on the memo attached.

LEVY SUMMARY

	Original 2011 <u>Levy</u>	Extended 2011 <u>Levy</u>	Proposed 2012 <u>Levy</u>
General Corporate	\$ 9,279,470	\$ 9,446,536	\$ 9,879,855
Bonds & Interest	646,118	668,281	549,028
IMRF	423,506	431,084	409,530
FICA	412,007	419,398	398,428
Police Pension	1,025,991	1,044,419	1,101,207
Fire Pension	<u>692,914</u>	<u>705,279</u>	<u>717,318</u>
Village Levy	\$ 12,480,006	\$12,714,997	\$ 13,055,366
Village Increase over Extended Levy:		2.7%	
Library	<u>\$ 1,903,993</u>	<u>\$ 1,950,286</u>	<u>\$ 1,969,787</u>
	\$ 14,383,999	\$ 14,665,283	\$ 15,025,153
Combined Increase		2.5%	

Presented in the levy increase is the original and extended levy. An example of this presentation was found in Oak Park (see attached). The increase represents the increase to the extended levy. This is the “Truth in Taxation” Statutory requirement. Also included is the collection rate of taxes for the last 10 years which averages 94%.

The increases in the Village property tax levy over the last nineteen years have been as follows:

	<u>Tax Levy Increases</u>
1993	15.1%
1994	11.4%
1995	11.7%
1996	9.8%
1997	6.7%
1998	4.8%
1999	2.9%
2000*	2.9%
2001	2.9%
2002	2.9%
2003**	2.9%
2004	8.1%
2005	9.3%
2006*	2.6%
2007	3.3%
2008	3.0%
2009	6.0%
2010	3.1%
2011	3.4%
2012 Proposed	2.7%

* Included a 0% increase in the General Corporate portion of the levy.

** An additional 3% loss factor was added to the 2003 levy.

The actual increases experienced by taxpayers are a function of assessed value and new construction. Attached to the “Current Year Trends” memorandum is a ten-year history of equalized assessed value for the Village. On the average property tax bill the Village share of taxes range from \$1,500 to \$2,800. Therefore, a 2.7% increase in taxes will produce a \$41 to \$76 increase in a tax bill related to Village services.

In general, a 1% Village tax levy increase equates to \$127,150.

SCHEDULE FOR CONSIDERATION: This matter will appear on the Agenda of the Regular meeting of Monday, November 26, 2012

ORDINANCE NO. 1979

**AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES FOR THE
VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS, FOR THE
FISCAL YEAR BEGINNING ON THE FIRST DAY OF JULY, 2012
AND ENDING ON THE THIRTIETH DAY OF JUNE, 2013
(TAX LEVY ORDINANCE)**

BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois:

Section I. That the sum **fourteen million four hundred seventy-six thousand one hundred twenty-five dollars and no cents (\$14,476,125)**, being the total of budgeted amounts heretofore legally adopted and appropriated by Ordinance No. 1964, which are to be collected from the tax levy for the Fiscal Year of the Village of Park Forest, Cook and Will Counties, Illinois beginning July 1, 2012 and ending June 30, 2013, for all corporate purposes of said Village, including General Purposes, Illinois Municipal Retirement Fund Purposes, Police Pension Fund Purposes, Firefighters Pension Fund Purposes, FICA Fund Purposes, Public Library Fund Purposes, Library IMRF Purposes, Library FICA Fund Purposes, Library Audit Fund Purposes, Library IRMA Liability/Workers Compensation Fund Purposes and Library Building and Maintenance Fund Purposes as appropriated and budgeted for said Fiscal Year beginning July 1, 2012 and ending June 30, 2013, passed by the Mayor and Board of Trustees of said Village at its Regular Meeting held on the 25th day of June, 2012, be and the same is hereby levied on all taxable property within the said Village of Park Forest, subject to taxation for said current fiscal year. The specific amounts as levied for the various objects heretofore named appear in the column designated "Raised by Taxation," the said tax so levied for budgets and appropriations heretofore adopted and made for said current fiscal year which are to be collected from said tax levy the total amount of which has been ascertained as aforesaid for the objects and purposes as follows:

	<u>Amount</u>	<u>Amount to</u> <u>be Received</u>	
	<u>Budgeted</u>	<u>from Other</u>	<u>Raised by</u>
		<u>Sources</u>	<u>Taxation</u>
I. GENERAL CORPORATE			
Administrative	4,122,258		
Police Department	7,267,393		
Fire Department	3,908,484		
Health Department	910,288		
Parks and Recreation	2,369,382		
Public Works Department	1,143,659		
Economic Development & Planning	568,138		
Community Development	584,658		
FICA (Levied Separately)	(398,428)		
IMRF (Levied Separately)	(409,530)		
Police Pension (Levied Sep.)	(1,101,207)		
Fire Pension (Levied Separately)	(717,318)		
Total General Corporate	\$18,247,777	\$8,367,922	\$9,879,855

	<u>Amount Budgeted</u>	Amount to be Received from Other <u>Sources</u>	<u>Raised by Taxation</u>
II. IMRF			
<u>(Illinois Municipal Retirement Fund)</u>			
Administrative	43,754		
Public Works	47,502		
Recreation and Parks	111,154		
Police Department	67,209		
Fire Department	6,620		
Health Department	60,132		
Community Development	39,122		
Economic Development & Planning	<u>34,037</u>		
Total IMRF	\$409,530		\$409,530
III. POLICE PENSION	\$1,101,207		\$1,101,207
IV. FIREFIGHTERS PENSION	\$717,318		\$717,318
V. FICA (Social Security)			
Administrative	61,268		
Public Works	31,406		
Recreation and Parks	82,990		
Police (Medicare)	98,090		
Fire (Medicare)	36,548		
Health Department	39,759		
Community Development	25,864		
Economic Development & Planning	<u>22,503</u>		
Total FICA	\$398,428		\$398,428
VI. LIBRARY			
Operating Fund	1,682,705		1,682,705
IMRF Fund	71,500		71,500
FICA Fund	65,825		65,825
Audit Fund	5,414		5,414
Liability/Workers Comp.	94,343		94,343
Building and Maintenance	<u>50,000</u>		<u>50,000</u>
Total Library	\$1,969,787		\$1,969,787

VII. SUMMARY OF AMOUNTS TO BE RAISED BY TAX LEVY:

General Corporate Fund	9,879,855
IMRF Fund	409,530
Police Pension Fund	1,101,207
Fire Pension Fund	717,318
FICA Fund	398,428
Library Operations Fund	1,682,705
Library IMRF Fund	71,500
Library FICA Fund	65,825
Library Audit Fund	5,414
Library Liability/Workers Comp.	94,343
Library Building and Maintenance Fund	<u>50,000</u>
TOTAL	\$14,476,125

Section II. That there is certified to the County Clerks of Cook and Will Counties, Illinois that several sums aforesaid, constituting the total amount of **fourteen million four hundred seventy-six thousand one hundred twenty-five dollars and no cents (\$14,476,125)**, which said total amount the Village of Park Forest requires to be raised by taxation for the current fiscal year of said Village, and the Clerk of said Village is hereby ordered and directed to file with the County Clerks of said counties on or before the time required by law, a certified copy of this Ordinance.

Section III. This Ordinance shall be in full force and effect from and after its passage and approval, according to law.

Adopted this 17th day of December, 2012.

Ayes ____
 Nays ____
 Absent ____

APPROVED:

ATTESTS:

 Mayor

 Village Clerk

**NOTICE OF PROPOSED PROPERTY TAX LEVY FOR
THE VILLAGE OF PARK FOREST**

- I. A public hearing to approve a proposed property tax levy for the Village of Park Forest shall be held on Monday, December 3, 2012 at 7:00 p.m. at the Village Hall, Board Room, 350 Victory Drive, Park Forest, Illinois.**

Any person desiring to appear at the public hearing and present testimony to the taxing Village may contact Mary Dankowski, Finance Director, (telephone 708/283-5607).

- II. The corporate and special purpose property taxes extended or abated for the year 2011 were \$13,997,002.**

The proposed corporate and special purpose property taxes to be levied for 2012 are \$14,476,125. This represents a 3.4% increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for 2011 were \$668,281.**

The estimated property taxes to be levied for debt service for 2012 are \$549,028. This represents a 17.8% decrease over the previous year.

- IV. The total property taxes extended or unabated for 2011 were \$14,665,283.**

The estimated total property taxes to be levied for 2012 are \$15,025,153. This represents a 2.5% increase over the previous year.

**PLEASE PUBLISH THURSDAY, NOVEMBER 22,
2012, Thanksgiving day, IN PARK FOREST
AREA SOUTHTOWN/STAR NEWSPAPERS
MAIN NEWS**



Park Forest Public Library
400 Lakewood Blvd
Park Forest Il 60466
708-748-3731

October 19, 2012

TO: Tom Mick
Village Manager

FROM: Barbara Byrne Osuch
Library Director

SUBJECT: 2012 Tax Levy

The Park Forest Public Library Board of Trustees approved the proposed 2012 tax levy on October 18, 2012.

The requested levies are:

GENERAL PROPERTY	\$1,682,705
IMRF	71,500
FICA	65,825
Audit	5,414
IRMA Liability/Workman's Compensation	94,343
Unemployment Benefits	
Building/Maintenance	50,000
TOTAL LEVY	\$1,969,787 *

* This number reflects a 1% increase from the 2011 Gross Tax Levy Extension.

If you require any further information, please contact me.

cc: Mary Dankowski
Village Finance Director



Actuary

To: Ms. Stephanie Rodas

Comments:

Re: Police & Firefighter Pension Funds

Stephanie:

Recall, last year as a result of PA 096-1495 many changes were made including the actuarial method (Projected Unit Credit), 30-year amortization period, 90% amortization target, and a change to the actuarial assumptions (7.00% interest rate and 5.50% salary increases). This year, we add "asset smoothing" to the mix (5-year average market value, a result of Pension Reform), and the smoothed values exceed the straight market values (\$691K Police, \$300K Fire). This year, the investment returns were less than assumed and salaries increased less than assumed. Police and Fire have 1 more active member. The reported payment to a disabled Firefighter was reduced to 50% of salary this year from 65% last year. Thus, the Tax Levy has increased for both and the Percent Funded has increased for Fire and decreased slightly for Police.

Highlights:

1. Investment returns: Police 2.23%, Fire 3.20%.
2. Annual payroll increases: Police 5.0%, Fire 4.7%
Average increase: Police 4.5%, Fire 3.2%.
3. New members: Police 2, Fire 2; Terminations: Police 0, Fire 0;
Retirements: Police 1, Fire 1; Incidents of Disability: Police 0, Fire 0.
4. Percent Funded: Police decreased slightly from 57.4% to 56.8%;
Fire increased from 52.4% to 54.3%.
5. Tax Levy: Police increased from \$1,025,991 to \$1,101,207 (7.3%).
Fire increased from \$692,914 to \$717,318 (3.5%).

As Always,

T. Sharpe

Timothy W. Sharpe, Actuary, Geneva, IL (630) 262-0600

**VILLAGE OF PARK FOREST
Police Pension Fund**

Investment Performance 2003-2012

	FYE 03	FYE 04	FYE 05	FYE 06	FYE 07	FYE 08	FYE 09	FYE 10	FYE 11	FYE 12
BOY Assets	13,517,593	14,375,984	14,391,171	15,298,086	15,361,167	16,498,790	16,676,827	16,071,968	17,001,496	18,236,363
Village Contribution	401,896	422,037	462,024	551,737	593,482	663,828	739,740	873,889	1,000,943	1,011,695
Officer Contribution	259,719	226,194	308,527	249,621	262,014	274,924	381,224	332,971	307,714	327,810
Pension Payments	860,731	846,127	827,910	886,202	999,775	1,162,500	1,331,082	1,324,312	1,439,026	1,565,602
Expenses	22,257	19,037	27,637	30,320	41,597	59,420	33,484	35,139	31,599	56,338
Income	1,079,771	230,224	995,224	180,315	1,305,983	426,390	(406,715)	1,076,140	1,397,967	403,349
EOY Assets	14,375,991	14,389,274	15,301,399	15,363,237	16,481,273	16,642,011	16,026,510	16,995,516	18,237,495	18,357,277
Annual Yield	8.05%	1.61%	6.94%	1.18%	8.55%	2.61%	-2.46%	6.73%	8.26%	2.23%
5-Year Yield (2008-12)	3.47%									
10-Year Yield (2003-12)	4.37%									

Timothy W. Sharpe, Actuary, Geneva, IL (630) 262-0600

October 12, 2012

**VILLAGE OF PARK FOREST
Firefighters Pension Fund**

Investment Performance 2003-2012

	FYE 03	FYE 04	FYE 05	FYE 06	FYE 07	FYE 08	FYE 09	FYE 10	FYE 11	FYE 12
BOY Assets	6,999,801	7,329,435	7,650,062	7,911,561	8,107,811	8,809,592	8,864,108	8,433,290	9,056,896	9,869,776
Village Contribution	337,861	368,731	408,536	465,832	470,489	567,059	585,453	646,941	732,976	742,453
Firefighter Contribution	111,154	104,729	118,277	129,706	186,461	163,434	166,783	170,846	176,476	191,075
Pension Payments	500,896	508,048	630,889	660,723	697,272	679,231	686,471	730,467	743,226	846,760
Expenses	33,077	37,451	54,956	40,071	64,212	51,859	79,829	57,339	59,609	71,405
Income	414,597	391,079	423,529	304,640	778,899	67,456	(414,270)	608,573	717,087	316,102
EOY Assets	7,329,441	7,648,475	7,914,560	8,110,944	8,782,175	8,876,451	8,435,776	9,071,844	9,880,601	10,201,242
Annual Yield	5.96%	5.36%	5.59%	3.88%	9.67%	0.77%	-4.68%	7.20%	7.87%	3.20%
5-Year Yield (2008-12)	2.87%									
10-Year Yield (2003-12)	4.48%									

Timothy W. Sharpe, Actuary, Geneva, IL (630) 262-0600

Property Tax Levy

Fund	2009 Levy	2009 Extended Levy	2010 Levy	Dollar Difference	% Increase '10 over '09 Ext. Levy
General	\$ 11,341,070	\$ 11,681,302	\$ 11,681,302	\$ -	0.00%
Debt Service	2,502,600	2,627,730	2,572,569	(55,161)	-2.10%
Sub-total, Village of Oak Park	\$ 13,843,670	\$ 14,309,032	\$ 14,253,871	\$ (55,161)	-0.39%
Police Pension	3,034,409	3,125,441	3,928,927 ^A	803,486	25.71%
Fire Pension	2,987,265	3,076,883	3,134,176 ^A	57,293	1.86%
Sub-total, Pension	\$ 6,021,674	\$ 6,202,324	\$ 7,063,103	\$ 860,779	13.88%
Library Operating	\$ 5,611,111	\$ 5,779,444	\$ 5,779,444 ^B	\$ -	0.00%
Library Operating for Debt	2,324,950	2,394,699	2,320,802	(73,896)	-3.09%
Sub-total, Library	\$ 7,936,061	\$ 8,174,143	\$ 8,100,247	\$ (73,896)	-0.90%
TOTAL Recommended Levy	\$ 27,801,405	\$ 28,685,499	\$ 29,417,221	\$ 731,722	2.55%

^A Pension levies results of third party actuarial analysis

^B Final number pending Library Board approval

VILLAGE OF PARK FOREST
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN YEARS
JUNE 30, 2011

Tax Levy Year	Taxes Levied for the Fiscal Year*	Collected within the Fiscal Year		Collections in Subsequent Years	Total Collected to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2000	\$ 6,909,486	\$ 2,830,522	40.97%	\$ 3,680,342	\$ 6,510,864	94.23%
2001	7,363,861	3,050,976	41.43%	3,838,110	6,889,086	93.55%
2002	8,039,810	3,059,010	38.05%	3,880,540	6,939,550	86.31%
2003	8,451,811	3,414,397	40.40%	4,678,278	8,092,675	95.75%
2004	9,267,508	3,339,232	36.03%	5,490,584	8,829,816	95.28%
2005	10,194,911	4,274,410	41.93%	5,344,518	9,618,929	94.35%
2006	10,736,969	4,584,244	42.70%	5,790,549	10,374,792	96.63%
2007	11,511,844	4,885,132	42.44%	6,011,124	10,896,256	94.65%
2008	12,288,123	5,038,413	41.00%	6,472,730	11,511,144	93.68%
2009	13,153,576	5,702,248	43.35%	6,651,551	12,353,799	93.92%
2010	13,937,332	6,391,471	45.86%	-	6,391,471	45.86%

Source: Cook and Will Counties Clerks' and Assessors' Offices

*Note: This schedule includes the Total Tax Levy Extension -- Village and Library. Taxes levied represent the prior calendar year's tax levy. (i.e. data presented for the Fiscal Year ended June 30, 2011 is based on the 2010 tax levy.)

AGENDA BRIEFING

DATE: November 23, 2012

TO: Mayor John Ostenburg
Board of Trustees

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

RE: An Ordinance to Abate a Portion of the 2012 Tax Levy for the Village of Park Forest, Cook and Will Counties, Illinois (Tax Levy Abatement Ordinance)

BACKGROUND/DISCUSSION: The Village has certain General Obligation Debt of which a portion can be paid through the operations of the fund which generated the debt. During 2008 the Village refinanced two debt issuances to realize cost savings and accelerate debt service payments. For 2012, Debt Service for the following funds is:

	<u>Total Debt Service</u>	<u>Principal</u>	<u>Interest</u>
General Fund *	\$ 216,450		
Aqua Center Fund	41,178		
TIF Fund	1,091,400		
Water Fund	<u>89,960</u>		
	\$1,438,988	\$ 1,050,000	\$ 388,988

* 1993 Bonds totally paid

Of this debt service amount, the following amounts can be abated:

Proposed Abatement

TIF Fund	800,000
Water Fund	<u>89,960</u>
	\$ 889,960

Total Debt Service minus the proposed abatement equals a levy amount of \$549,028. This amount does not include the \$1,043,223 in debt service associated with the IEPA 2.5% loan funded through water rates.

By receiving tax increment the Village is able to abate a portion of the TIF debt. This abatement increased from \$750,000 to \$800,000. **(By abating these total taxes, the Village Board saves residents a 7% additional levy.)**

SCHEDULE FOR CONSIDERATION: This matter will appear on the Agenda of the Regular meeting of Monday, November 26, 2012, for First Reading.

ORDINANCE NO. 1980

**“AN ORDINANCE TO ABATE A PORTION OF THE 2012 TAX LEVY FOR THE VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS”
(TAX LEVY ABATEMENT ORDINANCE)**

WHEREAS, on the 12/17/12, being a Tax Levy Ordinance for the calendar year 2012 for the Village of Park Forest, Cook and Will Counties, Illinois, was passed and approved; and

WHEREAS, the corporate authorities of the Village of Park Forest find that they have received during the Fiscal Year 2012 sufficient funds and revenues in the amount of **\$889,960**; and

WHEREAS, this Ordinance is adopted pursuant to the authority vested in the Village of Park Forest under law and pursuant to the home rule powers conferred on the Village of Park Forest by the Constitution of the State of Illinois:

WHEREAS, among other things, the Ordinance provided for the levying of the following amounts for the purposes specified as follows:

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Village Board of Trustees of the Village of Park Forest, Cook and Will Counties, that Ordinance Number 1979 be adopted as attached, for submission to Cook and Will Counties.

SECTION 1: That the County Clerk of Cook and Will Counties are hereby authorized and directed to abate the 2012 Tax Levy as follows:

<u>PURPOSE</u>	<u>AMOUNT LEVIED</u>	<u>AMOUNT ABATED</u>	<u>BALANCE UNABATED</u>
General Corporate	9,879,855	-	9,879,855
Ill. Munic. Retirement Fund	409,530	-	409,530
Police Pension	1,101,207	-	1,101,207
Firefighters Pension	717,318	-	717,318
FICA (Social Security)	398,428	-	398,428
1999 GO Bonds	170,000	170,000	-
2008A GO Bonds	697,400	406,000	291,400
2008B GO Bonds	131,138	89,960	41,178
2012A GO Bonds	224,000	224,000	-
2012B GO Bonds	216,450	-	216,450
Library Operations Fund	1,682,705	-	1,682,705
Library IMRF Fund	71,500	-	71,500

<u>PURPOSE</u>	<u>AMOUNT LEVIED</u>	<u>AMOUNT ABATED</u>	<u>BALANCE UNABATED</u>
Library FICA Fund	65,825	-	65,825
Library Audit Fund	5,414	-	5,414
Library Liability/Workers Comp	94,343	-	94,343
Library Bldg and Maint. Fund	<u>50,000</u>	<u>-</u>	<u>50,000</u>
TOTAL	15,915,113	889,960	15,025,153

SECTION 2: That the Village Clerk is hereby directed to file with the County Clerks of Cook and Will Counties, Illinois a certified copy of this Ordinance on or before the time required by law.

SECTION 3: This Ordinance shall be in force from and after its passage, approval, signing and recording as provided by law.

Adopted this 17th day of December, 2012.

APPROVED:

ATTEST:

Village Mayor

Village Clerk

Ayes _____

Nays _____

Absent _____