

Strategic Planning
Saturday, February 24, 2018
8:00 a.m. Village Hall

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Agenda

- 1. Six Month Financial Results**
- 2. Current Year Trends, Other Financial Issues & Budget Guidelines**
- 3. Budget Amendments for 2017/2018**
- 4. Economic Development Update**
- 5. Public Works Update**
- 6. Capital Plan**
 - Overview**
 - Public Works (MFT, Vehicle Services, Water, Sewer & Municipal Parking)**
 - Recreation & Parks (Vehicle Services, Aqua & Tennis)**
 - Buildings & Grounds**
 - Police (Vehicle Services)**
 - Fire (Vehicle Services)**
 - DownTown**
 - Other – Capital Projects**
- 7. Strategic Planning Goals Update for Village Board Strategic Priorities for Fiscal Years 2014/2015 - 2018/2019 (Year 4)**

MEMORANDUM

DATE: February 12, 2018

TO: Mayor John Ostenburg
Board of Trustees

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

RE: Six Month Financial Results

Attached are the six months results for the Village's current fiscal year.

GENERAL FUND REVENUE

Overall for the six-month period, 46% of all General Fund revenues have been received. A number of major revenue categories are affected by seasonality or a lag time in collections.

- Property Tax collections for the first half of the year were 49% for the pension funds and 46% for the General Fund, a combined total of 46%. This is a slight decrease from last year where total collections were at 50%.
- Sales and Use Tax is received on a two to three-month lag. Actual cash receipts are tracking at 51.6% of budget for the first six months. Sales Tax now includes video gaming revenue of \$11,219.
- Utility Taxes are tracking almost at budget with 48.9% in cash collections.
- State Income Tax receipts are received on a three month lag. Cash receipts for six months reflect 46.9% of budget. This revenue is expected to come in lower than budget due to the State reducing municipalities' share of it by 10%.
- Real Estate Transfer Taxes are at 84% of budget reflect the sale of the Illini apartments.
- Grants are at 937.6% of budget and reflect the CNG revenue received for said project. A budget amendment will be needed to recognize this revenue and the corresponding expenditure offset in Public Works.
- Transfers from Other Funds include indirect costs charged to the Village's enterprise funds.
- Licenses include vehicle sticker sales which occur in the second half of the year. The Crime Free license fee was increased last year and currently is at 88.3% of budget. All other items in this category are well over 50% collected.
- Permits include Building Permits which are already over budget at 130% collected. Vacant building permits fees are down because of the reduced number of vacant buildings and this revenue will be reduced for FY 18/19.
- Charges for Services include Recreation & Parks reflecting timing of program revenues. Health Department revenues are impacted by Medicare and the

number of clients served. Revenues are considerably lower than budget this year. Hospital transport charges are tracking higher related to previously increased fees. Inspection Fees are tracking higher than budget. Property Lease Revenue includes La Rabida rent as well as cell tower leases. Other Charges include Jolly Trolley and Merchandising and Jobbing. Merchandising and Jobbing includes billing for damage to Village property and Village initiated grounds maintenance and liens and reimbursement of O/T for DEA officer. All items in Charges for Services are at 54% of budget.

- Fines are at 50.6% of budget and include revenue from the IDROP program.
- Interest Earnings are at 127.7% of budget. Earnings are considerably higher than prior year and reflect improved market rates. In order to secure better returns for the Village money, a laddered CD portfolio was established several years ago. While improved earnings are important, keeping Village funds safe is the highest priority. All the CD's in the portfolio are FDIC insured.

GENERAL FUND EXPENDITURES

Total General Fund expenditures represent 46.8% of the total budget at the six-month operations point. Transfers to other funds have been made when needed and when expenditures associated with the transfer have been committed. Worth noting is:

- Administration – Illinois Risk Management Association (IRMA) expenditures are made in the second half of the fiscal year. IRMA premiums net of surplus credit for the Village, paid January 2017 were \$239,765 compared to \$465,328 budgeted. This will represent a \$225,563 savings in the General Fund. IRMA deductibles are \$100,000 per incident. An assigned fund balance of \$500,000 has been established, \$200,000 has been encumbered for deductible costs, and \$500,000 has been budgeted.
- Police, Fire, Recreation and Parks and Community Development expenditures represent a half year of expenditures.
- Health expenditures reflect a half year of expenditures tied to revenues, which are down.
- The Public Works budget reflects grant work for the CNG project that was unbudgeted for FY 17-18. This will require a budget amendment to both Grant revenues and Public Works capital outlays.
- The Economic Development & Planning Department performance reflects timing of marketing efforts.

REVENUES ALL FUNDS

All funds revenue, before the Library, represents 47% of budget.

- Housing Choice Voucher Program reflects 6 months of activity.
- Police and Fire Pension reflect a recording of interest and market gains.
- MFT revenues reflect 5 months of motor fuel tax allotments and grant revenues for the Indianwood project.

- TIF revenues reflect the 1st installment of property taxes before Property Tax Rebates.
- Interest Income across all funds is already over budget due to higher than expected interest rates.

EXPENDITURES ALL FUNDS

All fund expenditures, before the Library, equal 45% of budget.

- The Sewer Fund reflects the Sangamon lift station and Thorn Creek improvements.
- TIF – DownTown expenditures reflect bond payments and is running as expected.
- The Aqua Center Fund's expenditures appear high due to the timing of the operating season for the facility.
- Both Police and Fire Pension Fund's expenditures are running slightly higher than expected due to refunds of employee contributions from employees who unexpectedly left the Village. These refunds will require a budget amendment.

DOWNTOWN SUMMARY

Revenues represent 59.6% of Budget.

- DownTown Rent revenues are currently tracking at 59.5% of budget.
- Common Area Revenue includes the Aunt Martha's property and a reduction for Matanky owned property and is at 58.3% of budget.
- Hall Rental for Dining on the Green is tracking at 81.4% of budget.
- Other Business Licenses reflect SPAA billed licensing.

Expenses represent 26.3% of Budget.

- IRMA payments occurred in January.
- Contractual Building and Facility Maintenance is running high due to several HVAC units needing replacement along with water line repairs to building 7.
- Property Taxes payment happens in the second half of the fiscal year.
- Capital Outlays will occur in the second half of the year.

CONCLUSION

In FY 09-10, the Village was facing a \$680,000 shortfall in sales tax, utility tax and income tax. Since that time, revenue projections have been reduced and hiring delays instituted where practical. Revenues have recovered slightly since that time. Sales Tax and Utility Tax are expected to come in at budget but Income Tax will fall below budget due to the State decreasing LGDF distributions by 10% for FY 17-18.

Financial trends and budget amendments are discussed with other agenda items.

**Village of Park Forest
2017/2018 Budget Review
as of December 31, 2017**

GENERAL FUND REVENUES

PRELIMINARY RESULTS

	FY 17/18 SIX MONTH ACTUAL	BUDGET	PERCENT OF BUDGET
Property Taxes - General & Pension	6,864,887	14,807,924	46%
Road and Bridge	40,388	82,000	49%
Sales & Use Tax	291,211	826,000	35%
Utility Tax	374,112	1,100,000	34%
State Income Tax	627,558	2,200,000	29%
PPRT - General & Pension	17,163	210,000	8%
Real Estate Transfer Tax	75,620	90,000	84%
Grants & Rebates	434,179	46,309	938%
Transfers from Other Funds	543,618	1,186,905	46%
Licenses	301,053	816,100	37%
Permits	237,543	513,000	46%
Charges for Services			
Recreation & Parks	235,745	466,200	51%
Health	123,199	314,550	39%
Hospital Transport	258,639	401,850	64%
Inspection Fees	45,310	90,000	50%
Property Lease Revenue	87,401	198,000	44%
Other Charges	157,969	214,250	74%
Asset Sales	631	100	631%
Fines	203,525	402,500	51%
Interest Earnings	<u>95,784</u>	<u>75,000</u>	128%
Total Revenues	<u>11,015,535</u>	<u>24,040,688</u>	46%

**Village of Park Forest
2017/2018 Budget Review
as of December 31, 2017**

GENERAL FUND EXPENDITURES

PRELIMINARY RESULTS

	FY 17/18 SIX MONTH ACTUAL	BUDGET	PERCENT OF BUDGET
Administrative	1,583,065	4,109,567	39%
Police Department	4,256,869	8,966,009	47%
Fire Department	2,283,590	4,956,931	46%
Health Department	396,316	854,595	46%
Recreation and Parks	1,479,496	2,877,646	51%
Public Works Department	893,951	1,504,323	59%
Economic Development & Planning	278,777	680,102	41%
Community Development	<u>352,471</u>	<u>756,713</u>	47%
Subtotal	11,524,536	24,705,886	47%
Transfer to Capital Projects	112,500	225,000	50%
Transfer to DownTown	77,518	155,036	50%
Transfer to Aqua Center	135,000	270,000	50%
Transfer to Tennis & Health	55,000	110,000	50%
Transfer to Housing Authority	35,000	70,000	50%
Transfer to Library	<u>5,000</u>	<u>10,000</u>	50%
Total General Fund	<u>11,944,554</u>	<u>25,545,922</u>	47%

**Village of Park Forest
2017/2018 Budget Review
as of December 31, 2017**

REVENUE (All Funds)

PRELIMINARY RESULTS

	FY 17/18 SIX MONTH ACTUAL	BUDGET	PERCENT OF BUDGET
General Fund	11,015,535	24,040,688	46%
CDBG - Cook	0	274,000	0%
Housing Choice Voucher Program	2,781,017	6,338,936	44%
Police Pension	1,759,567	3,269,706	54%
Fire Pension	1,157,430	2,135,677	54%
MFT	343,564	1,305,402	26%
Water	3,618,039	6,769,681	53%
Sewer	592,337	1,228,050	48%
Municipal Parking	46,853	99,765	47%
Refuse	692,101	1,341,418	52%
Aqua Center	251,432	461,722	54%
Tennis and Health	183,560	362,400	51%
Downtown	506,130	849,785	60%
TIF - Downtown	432,362	879,621	49%
Vehicle Services	537,635	1,037,539	52%
Bond Retirement	90,337	230,790	39%
Capital Projects	348,988	1,100,000	32%
Foreign Fire Insurance	<u>17,318</u>	<u>16,362</u>	106%
Subtotal	24,374,204	51,741,542	47%
Library	<u>1,083,395</u>	<u>2,222,203</u>	49%
TOTAL FUNDS	<u>25,457,600</u>	<u>53,963,745</u>	47%

**Village of Park Forest
2017/2018 Budget Review
as of December 31, 2017**

EXPENDITURES (All Funds)

PRELIMINARY RESULTS

	FY 17/18 SIX MONTH ACTUAL	BUDGET	PERCENT OF BUDGET
General Fund	11,524,536	24,705,886	47%
CDBG - Cook	64,858	274,000	24%
Housing Choice Voucher Program	2,801,623	6,173,774	45%
Police Pension	1,152,975	2,303,731	50%
Fire Pension	717,135	1,393,712	51%
MFT	289,311	1,468,137	20%
Water	2,942,152	6,679,371	44%
Sewer	687,167	1,313,274	52%
Municipal Parking	70,135	143,241	49%
Refuse	550,596	1,295,189	43%
Aqua Center	269,539	429,971	63%
Tennis and Health	128,179	392,776	33%
DownTown	322,972	1,226,661	26%
TIF - Downtown	909,893	1,120,953	81%
Vehicle Services*	657,075	1,064,028	62%
Bond Retirement	219,753	246,250	89%
Capital Projects	423,368	2,127,192	20%
Foreign Fire Insurance	1,136	16,362	7%
<u>Transfers from General Fund:</u>			
To Capital Projects	112,500	225,000	50%
To Downtown	77,518	155,036	50%
To Aqua Center	135,000	270,000	50%
To Tennis & Health	55,000	110,000	50%
To Housing Authority	35,000	70,000	50%
To Library	<u>5,000</u>	<u>10,000</u>	50%
Subtotal	24,152,420	53,214,544	45%
Library	<u>1,098,826</u>	<u>2,050,125</u>	54%
TOTAL FUNDS**	<u>25,251,246</u>	<u>55,264,669</u>	46%

* Vehicle Services is an internal service fund. The revenues are contributions from other funds.

** When expenditures exceed revenues, prior fund balances have been utilized.

**Village of Park Forest
2017/2018 Budget Review
as of December 31, 2017**

**DOWNTOWN PARK FOREST
REVENUES**

PRELIMINARY RESULTS

	FY 17/18 SIX MONTH ACTUAL	BUDGET	PERCENT OF BUDGET
REVENUES			
DownTown Rent	328,943	553,238	59%
Farmers Market	620	2,700	23%
Common Area Revenue	51,632	88,511	58%
Hall Rental	8,135	10,000	81%
Other Business Licenses	20,825	35,700	58%
Transfer from General Fund (CAM)	77,518	155,036	50%
Miscellaneous	10,384	4,000	260%
Interest	<u>8,073</u>	<u>600</u>	1345%
TOTAL REVENUE	<u>506,130</u>	<u>849,785</u>	60%
<u>Net Income (Loss)</u>	<u>183,159</u>	<u>(376,876)</u>	
Major Capital Outlays	0		
Depreciation	<u>44,875</u>		
Cash Flow	228,033		
<u>Beginning Net Cash</u>	1,194,141		
<u>Ending Net Cash</u>	1,422,174		

**Village of Park Forest
2017/2018 Budget Review
as of December 31, 2017**

**DOWNTOWN PARK FOREST
EXPENSES**

PRELIMINARY RESULTS

	FY 17/18 SIX MONTH ACTUAL	BUDGET	PERCENT OF BUDGET
EXPENSES			
<u>Personnel Services</u>			
Regular Salaries	40,543	102,874	39%
Overtime Salaries	6	1,500	0%
Temporary/Part time Salaries	<u>33,829</u>	<u>102,336</u>	33%
Total Personnel Services	74,379	206,710	36%
<u>Employee Support/Insurance</u>			
	21,405	55,343	39%
<u>IRMA</u>			
	0	25,000	0%
<u>Professional Services</u>			
	7,758	14,500	54%
<u>Property Taxes</u>			
	(4,204)	250,000	-2%
<u>Operating Supplies</u>			
	12,663	23,600	54%
<u>Maintenance</u>			
	116,304	187,500	62%
<u>Capital Outlays</u>			
	185	278,000	0%
<u>Depreciation</u>			
	44,875	69,208	65%
<u>Miscellaneous</u>			
	293	2,500	12%
<u>Rentals</u>			
	4,500	9,000	50%
<u>Utilities</u>			
	<u>44,815</u>	<u>105,300</u>	43%
TOTAL EXPENSES	<u>322,972</u>	<u>1,226,661</u>	26%

**ILLINOIS FUNDS
MONTHLY RATE HISTORY
MONEY MARKET**

Date	Annualized Rate	Daily Factor
1-Jul-07	4.490%	0.000123001700
2-Jul-07	4.927%	0.000134995000
3-Jul-07	4.940%	0.000135344700
4-Jul-07	4.940%	0.000135344700
5-Jul-07	5.026%	0.000137688200
6-Jul-07	5.029%	0.000137793700
7-Jul-07	5.029%	0.000137793700
8-Jul-07	5.029%	0.000137793700
9-Jul-07	5.054%	0.000138471700
10-Jul-07	5.058%	0.000138575800
11-Jul-07	5.075%	0.000139052600
12-Jul-07	5.108%	0.000139956500
13-Jul-07	5.116%	0.000140151600
14-Jul-07	5.116%	0.000140151600
15-Jul-07	5.116%	0.000140151600
16-Jul-07	5.147%	0.000141015800
17-Jul-07	5.113%	0.000140085600
18-Jul-07	5.090%	0.000139442900
19-Jul-07	5.090%	0.000139457900
20-Jul-07	5.092%	0.000139498100
21-Jul-07	5.092%	0.000139498100
22-Jul-07	5.092%	0.000139498100
23-Jul-07	5.123%	0.000140346800
24-Jul-07	5.133%	0.000140618600
25-Jul-07	5.120%	0.000140260700
26-Jul-07	5.182%	0.000141959900
27-Jul-07	5.152%	0.000141146800
28-Jul-07	5.152%	0.000141146800
29-Jul-07	5.152%	0.000141146800
30-Jul-07	5.180%	0.000141905800
31-Jul-07	5.080%	0.000139178600

Date	Annualized Rate	Daily Factor
1-Aug-08	2.158%	0.000058958000
2-Aug-08	2.158%	0.000058958000
3-Aug-08	2.158%	0.000058958000
4-Aug-08	2.117%	0.000057854870
5-Aug-08	2.046%	0.000055897100
6-Aug-08	2.009%	0.000054885800
7-Aug-08	2.009%	0.000054885400
8-Aug-08	2.015%	0.000055061400
9-Aug-08	2.015%	0.000055061400
10-Aug-08	2.015%	0.000055061400
11-Aug-08	2.053%	0.000056083400
12-Aug-08	1.996%	0.000054535000
13-Aug-08	2.052%	0.000056065400
14-Aug-08	2.103%	0.000057460100
15-Aug-08	2.151%	0.000058778200
16-Aug-08	2.151%	0.000058778200
17-Aug-08	2.151%	0.000058778200
18-Aug-08	2.110%	0.000057662100
19-Aug-08	2.001%	0.000054678900
20-Aug-08	1.964%	0.000053667400
21-Aug-08	2.027%	0.000055388800
22-Aug-08	2.039%	0.000055715100
23-Aug-08	2.039%	0.000055715100
24-Aug-08	2.039%	0.000055715100
25-Aug-08	2.051%	0.000056025400
26-Aug-08	2.056%	0.000056180900
27-Aug-08	2.044%	0.000055858100
28-Aug-08	2.047%	0.000055939800
29-Aug-08	2.097%	0.000057289200
30-Aug-08	2.097%	0.000057289200
31-Aug-08	2.097%	0.000057289200

Date	Annualized Rate	Daily Factor
1-Aug-10	0.191%	0.000005245200
2-Aug-10	0.229%	0.000006267100
3-Aug-10	0.229%	0.000006267100
4-Aug-10	0.194%	0.000053232000
5-Aug-10	0.199%	0.000005448800
6-Aug-10	0.199%	0.000005458900
7-Aug-10	0.199%	0.000054589000
8-Aug-10	0.199%	0.000054589000
9-Aug-10	0.189%	0.000051766000
10-Aug-10	0.176%	0.000004834000
11-Aug-10	0.168%	0.000004592300
12-Aug-10	0.178%	0.000004875100
13-Aug-10	0.194%	0.000005309700
14-Aug-10	0.194%	0.000053097000
15-Aug-10	0.194%	0.000005309700
16-Aug-10	0.233%	0.000006380300
17-Aug-10	0.210%	0.000005765100
18-Aug-10	0.186%	0.000005093900
19-Aug-10	0.180%	0.000004935500
20-Aug-10	0.188%	0.000005141200
21-Aug-10	0.188%	0.000005141200
22-Aug-10	0.188%	0.000005141200
23-Aug-10	0.183%	0.000005001700
24-Aug-10	0.181%	0.000004953500
25-Aug-10	0.178%	0.000004868000
26-Aug-10	0.196%	0.000005378700
27-Aug-10	0.186%	0.000005190910
28-Aug-10	0.186%	0.000005109100
29-Aug-10	0.186%	0.000005109100
30-Aug-10	0.178%	0.000004889200
31-Aug-10	0.214%	0.000005859400

Date	Daily Factor
1-Jan-18	1.264%
2-Jan-18	1.271%
3-Jan-18	1.268%
4-Jan-18	1.278%
5-Jan-18	1.286%
6-Jan-18	1.286%
7-Jan-18	1.286%
8-Jan-18	1.288%
9-Jan-18	1.289%
10-Jan-18	1.290%
11-Jan-18	1.293%
12-Jan-18	1.306%
13-Jan-18	1.306%
14-Jan-18	1.306%
15-Jan-18	1.306%
16-Jan-18	1.315%
17-Jan-18	1.320%
18-Jan-18	1.318%
19-Jan-18	1.320%
20-Jan-18	1.320%
21-Jan-18	1.320%
22-Jan-18	1.305%
23-Jan-18	1.316%
24-Jan-18	1.314%
25-Jan-18	1.324%
26-Jan-18	1.327%
27-Jan-18	1.327%
28-Jan-18	1.327%
29-Jan-18	1.327%
30-Jan-18	1.329%
31-Jan-18	1.345%

AVERAGE 5.066%

AVERAGE 2.067%

AVERAGE 0.193%

AVERAGE 1.306%

MEMORANDUM

DATE: February 15, 2018

TO: Mayor John Ostenburg
Board of Trustees

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

RE: Current Year Trends

The current year trends are impacted by distribution of funds from the State in certain revenue categories and the possibility of further reductions.

Sales & Use Tax

The Village combines sales and use tax in its revenue presentation because they both relate to sales. The difference is, the straight Sales Tax number is 1% of sales made in Park Forest. The Use Tax revenue relates to sales made statewide to companies outside of the State. Use Tax is included in the Local Government Distribution Fund (LGDF) along with Income Tax and distributed on a per capita basis. Use Tax due is indicated on the State website.

The attached schedule shows the twenty-two year trend in sales and use taxes. Sales and Use taxes have declined from a Fiscal 1996 high of \$1.2 million to \$572,014 received in Fiscal 2010. Prior year receipts were \$813,510. After twelve years of relatively flat sales and use tax revenue, revenue increased \$56,725 in Fiscal 2015. As indicated on the table the increase relates mostly to Use Tax. It is anticipated that sales tax will maintain an annual level of about \$300,000 with Use Tax receipts increasing moderately.

The Village receives sales taxes on a two to three month lag. Detailed information is received even later. The Village does not receive information on individual businesses. It does receive quarterly information four months after the fact on type of businesses. The attached schedule for the second quarter of the calendar year shows revenue by type of business. Also attached are the top ten sales tax payers. Sales tax revenue from the top ten taxpayers decreased \$4,123 from the prior year to \$223,103 representing over \$22 million in sales. Maharishi Petroleum is Marathon and ABRA Auto Body & Glass is the former Consolidated Collision.

Income Tax, Motor Fuel Tax, State Use Tax

The Village receives Income Tax, Motor Fuel Tax, and State Use Tax based on a per capita distribution from the State. The Village's population declined from 24,656 in 1990 to 23,462 in 2000. Population declined further to 21,975 in 2010. The overall state population increased. The Village began to feel the impact of this population reduction in March, 2011. But, surprisingly, a major decrease in revenue did not occur in 2012 or 2013. Increases in State employment could be a factor. As indicated on the following "Key Revenue Comparison,"

Income Tax revenues finally recovered to the 2008 level in 2015 and then backed off a little in 2016. Income tax revenues are tracking \$59,660 lower than at this point last year and this is due to the State reducing Income Tax distributions by 10% for FY 17-18. It was promised by the State to return Income Tax to prior levels effective July 1, 2018; however, the Governor’s recent budget address included a proposed one-year extension on this decrease. Staff will continue to monitor this issue and adjust the FY 18-19 budget accordingly. The Village receives income tax on a two-three month lag.

KEY REVENUE COMPARISON									
	Fiscal								
	2008	2009	2011	2012	2013	2014	2015	2016	2017
Sales Tax	\$ 670,036	\$ 615,553	\$ 649,933	\$ 656,921	\$ 696,244	\$ 705,591	\$ 779,014	\$ 838,061	\$ 857,532
Utility Tax	1,780,647	1,642,644	1,516,055	1,691,132	1,347,796	1,315,502	1,250,760	1,093,283	1,128,093
State Income Tax	2,223,207	1,982,466	1,819,373	1,892,338	2,070,101	2,104,560	2,279,826	2,201,109	2,078,045
PPRT	183,208	168,986	201,802	182,870	205,600	208,074	224,574	203,883	228,088
R. E. Transfer Tax	247,194	229,373	62,235	117,805	72,420	79,969	86,350	371,061	165,895
Building Permit Fees	102,045	77,260	81,207	118,812	86,480	82,637	91,137	98,449	137,432
Interest Income	251,034	98,928	77,767	61,519	17,896	97,899	83,491	90,297	53,266
	5,457,371	4,815,210	4,408,372	4,721,397	4,496,537	4,594,232	4,795,152	4,896,143	4,648,351

Motor Fuel Tax receipts have resumed at approximately the same level as prior year.

Utility Tax

Utility taxes have historically been a fairly stable revenue source reflecting 5% of total General Fund revenues. Other than the one-time audit adjustment of \$300,000 in April, 2012, utility taxes have steadily declined over the last nine years, going from \$1,780,648 to \$1,128,092, a reduction of \$652,556. This has been attributed to better energy efficient appliances and heating units, a reduction in telephone land lines, affects of bundling services and deregulation.

Property Taxes

After a consistent pattern of collecting 94% of the Villages’ extended levy, in Fiscal 2014 this collection rate dropped to 92%. In Fiscal 2015, collections dropped further to 90% of the extended levy. With conservative budgeting, the Village collected 100% of the Budget in 2017. Collections are impacted by ‘zombie’ properties (properties which owners walk away from). Collections are also impacted by properties the Village is in the process of acquiring where back taxes will be extinguished.

Expenditure Trends

Over the last several years, identified expenditure trends have been brought to the Board’s attention. Specifically when **IRMA**, **health insurance**, **IMRF**, and other **pension costs** were increasing at 10% to 20%, the Board was alerted and the tax levy was impacted.

IRMA (Intergovernmental Risk Management Association)

The Village’s net IRMA costs increased 46% from \$846,501 in 2008 to \$1,235,484 in 2009. For 2010, costs increased a further 6% to \$1,314,766. In an effort to reduce costs, the Village

increased the deductible on claims from \$2,500 to \$10,000 in 2011. The January, 2011 IRMA bill reflecting these changes was \$839,590, a \$475,176 reduction. In addition, investment market improvements generated a surplus distribution of \$103,109 in 2011, \$98,241 for 2012, \$54,740 for 2013, \$57,756 for 2014, \$65,050 for 2015, \$237,917 for 2016, \$243,965 for 2017 and \$185,869 for 2018.

IRMA Costs						
	<u>Annual</u> <u>Contribution</u>	<u>Surplus Credit</u>	<u>Optional</u> <u>Deductible</u> <u>Credit</u>	<u>Net Premium</u> <u>Paid By</u> <u>Village</u>	<u>Fiscal Year</u> <u>Deductible</u> <u>Expense</u>	<u>Combined</u> <u>Total Cost</u>
2005*	\$ 784,528	(\$104,246)	--	\$ 680,092	\$ 32,383	\$ 712,475
2006*	953,141	(148,666)	--	804,475	28,000	\$ 832,475
2007*	1,023,751	(123,008)	--	900,743	47,749	\$ 948,492
2008*	962,341	(115,840)	--	846,501	70,929	\$ 917,430
2009	1,235,484	-	--	1,235,484	81,340	\$ 1,316,824
2010	1,314,766	-	--	1,314,766	51,318	\$ 1,366,084
2011* 1)	1,035,933	(103,109)	(93,234)	839,590	46,480	\$ 886,070
2012* 2)	1,150,285	(98,241)	(437,108)	614,936	93,577	\$ 708,513
2013*	1,110,319	(54,740)	(444,138)	611,451	127,375	\$ 738,826
2014*	847,583	(57,756)	(338,955)	450,872	292,994	\$ 743,866
2015	836,570	(65,050)	(376,457)	395,063	269,189	\$ 664,252
2016	868,145	(237,917)	(355,939)	274,289	618,998	\$ 893,287
2017	732,711	(243,965)	(315,066)	173,680	207,224	\$ 380,904
2018	755,482	(185,869)	(355,155)	214,498		

- * Years where surplus credit reduced payment
 1) Increase deductible from \$2,500 to \$10,000
 2) Increase deductible from \$10,000 to \$100,000

Beginning in January, 2012, the IRMA deductible was increased to \$100,000. A \$500,000 Assigned Fund Balance in the General Fund was established to serve as a reserve for potential deductibles. In addition, the Village budgeted \$500,000 for deductible costs, encumbering an additional \$200,000. Deductible expenses for the first seven months of fiscal 2018 are already at \$93,946, down significantly from the prior year. Prior year savings have funded:

- Salt Dome
- Village-wide computer system upgrades
- Salary study and implementation

The savings in 2018 IRMA premium costs will allow a \$250,000 transfer to the pension funds.

Health Insurance costs have stayed fairly consistent over the last several years due to the Affordable Care Act (ACA), with several years experiencing a decrease. The Village has implemented various programs over the years to mitigate insurance costs with Health Savings Accounts (HSA's) being just one example.

The table below shows the Village share of health insurance. Over the last twelve years, the Village cost has increased \$839,323 or 81%. Included in the table are the costs for the five disabled public safety individuals who legislatively are allowed 100% insurance coverage. The costs currently for these individuals are \$48,496 per year. Village costs are as follows:

	<u>Insurance Total Cost</u>	<u>Increase</u>
Fiscal 2005/2006	\$1,036,999	
Fiscal 2006/2007	1,203,069	16%
Fiscal 2007/2008	1,276,767	6%
Fiscal 2008/2009	1,478,889	16%
Fiscal 2009/2010	1,524,014	3%
Fiscal 2010/2011	1,624,529	7%
Fiscal 2011/2012	1,717,769	6%
Fiscal 2012/2013	1,711,334	-.4%
Fiscal 2013/2014	1,792,557	5%
Fiscal 2014/2015	1,886,798	5%
Fiscal 2015/2016	1,991,314	6%
Fiscal 2016/2017	1,914,614	-4%
Fiscal 2017/2018 est.	1,876,322	-2%

The Village has not received final information as yet about increases for 2018/2019.

IMRF rates increased from 11.68% to 11.78% in 2018. After seven years of maintaining the same tax levy for IMRF, an increase in levy was approved in 2016 but no further increase came in the 2017 levy. New legislation adopted April, 2010 and effective with hires after January, 2011 created a second tier of IMRF pension. Some of the changes include:

Tier II Benefits

- Increased vesting to 10 years (previously eight years).
- Increased the age to receive full retirement benefits to age 67 (previously age 60).
- Increased the age to receive a reduced retirement benefit to age 62 (previously age 55).
- Increased the number of months used to calculate the final rate of earnings.
- Caps the final rate of earnings used to calculate a pension at \$106,800.

It is anticipated these changes will cause some municipal savings in the long-term.

Fund Summary

Unassigned General Fund Balance 6/30/17		\$ 9,791,324
Budgeted Carryover (2016/2017)		
Fund balance use for operations	(1,505,234)	
Roadway Matching Funds – FAU Routes	(500,000)	
Reduced tax levy	(383,000)	
Transfer for Police & Fire Pensions	(250,000)	
Committed use of Fund Balance		<u>(2,638,234)</u>
Adjusted Unassigned Fund Balance representing 3.4 months reserve		\$ 7,153,090

(The Board’s Fiscal Policies require a reserve of 3-4 months of operations. One month’s operating expenditures are \$2,128,827.)

Police & Fire Pension

In 2011, legislation extended the amortization period from 22 years to 30 years to reach a designated funding level of 90%, allowing the Village to spread the total liability over a longer period of time. This legislative change gave the Village the opportunity to save tax dollars and reduce interest rate assumptions in 2012. Interest rate assumptions decreased from 7.5% to 7%. In 2013 and 2015, new mortality tables impacted the actuarially determined levy needs. In addition, dismal returns on fixed income investments warrant a further reduction in interest rate assumptions to 6.75%. In 2017 and 2018, the pension funds increased their levels of investment in equities in order to produce better returns on their respective portfolios. Police and Fire personnel also have Tier II benefits that will produce reduced costs over the long-term.

Tier II Benefits Police & Fire

- Increased minimum retirement age from 50 to 55 with 10 years of service.
- Pension calculated @ 2.5% for each year up to 75% maximum.
- Early retirement option at 50 with reduced benefits.
- Final salary for pension purposes is best 8 out of last 10 years.
- Caps final rate of earnings at maximum of \$106,800 (increased annually by 3% or ½ of CPI).
- Fire and Police Pensions must now be 90% funded by 2040. Previously were required to be 100% funded by 2033.

The last ten years of Pension levies and associated funding levels are as follows:

	Police		Fire	
	<u>Levy</u>	<u>Funded Ratio</u>	<u>Levy</u>	<u>Funded Ratio</u>
2007	759,455	66.93%	585,135	59.98%
2008	856,887	63.33%	619,393	58.76%
2009	981,636	58.44%	706,393	51.85%
2010	1,033,223	60.08%	752,677	53.20%
2011	1,044,419	57.40%	705,279	52.38%
2012	1,135,449	54.78%	739,802	52.79%
2013	1,349,138	53.9%	891,037	50.8%
2014	1,469,138	52.0%	971,037	51.0%
2015	1,689,415	46.6%	999,214	49.0%
2016	1,904,411	44.24%	1,201,675	46.20%
2017	1,989,441	44.6%	1,307,269	45.6%

In 2015, new mortality tables impacted the actuarial results. In 2015, the Board approved an additional \$50,000 in funding both the Police and Fire Pension Funds. For fiscal 2018, a \$250,000 additional contribution is recommended to assist in funding levels.

Other Issues

Foreclosures and vacant properties always have the potential for problems. Following is a summary of housing information:

	Housing Information Summary										
	<u>June</u>	<u>June</u>	<u>June</u>	<u>June</u>	<u>June</u>	<u>June</u>	<u>June</u>	<u>June</u>	<u>June</u>	<u>June</u>	<u>June</u>
	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
# of houses vacant*	174	215	235	192	325	421	387	601	554	518	481
# of houses in foreclosure	131	205	310	368	470	504	808	744	665	556	533
# in foreclosure/occupied	24	80	187	259	278	300	638	409	381	356	380
# of houses reoccupied	14	14	47	46	30	42	74	57	49	48	44
# of new listings	22	58	56	66	69	77	305	45	38	33	66

* Defined as all VA and HUD owned properties, plus all other properties vacant six (6) months or longer.

Housing Authority

The attached schedule shows the number of portable housing certificates in the Village from June, 2010 of 368 to a high in May, 2016 of 658. This represented a steady increase over the six year period. In December, portable certificates were 551, representing a continuing pattern of decline.

DownTown Assessment

In 2012, the Cook County Assessor's office established leasehold PINs (Property Index Numbers) for the leases in the Downtown. These PINs were assessed and there was the potential of tax bills for the Downtown in the amount of \$719,029.76. The Village appealed the assessment and taxes were reduced to \$119,327.29. The Downtown is now fully assessed and property taxes for the Downtown were \$180,106 for Fiscal 2017. The Village has paid the first installment of 2017 taxes and they totaled \$96,299 which is only \$1,845 more than first installment of 2016 taxes paid a year ago. The Village will need to continue to work with the Assessor's office and our attorney to maintain reasonable assessments.

TIF

The TIF was re-established in November, 1997. It is set to expire November, 2020. Tax increment dollars are used primarily to pay debt service. This debt is currently at \$2.2 million and includes the remaining portion of the \$10 million of debt existing at the time the TIF was re-established. Currently, the \$1.1 million annual debt service payment is paid entirely from TIF increment, with the 2017 levy abating the entire TIF debt levy. The TIF owes the Village \$4.4 million. The Village is currently working to extend the TIF, making the likelihood of recovering these funds much greater.

EAV (Equalized Assessed Value)

Attached is a chart of the Village’s 10-year history of equalized assessed value. The Village was reassessed in 2008 increasing value 7.23% to \$219,491,270. In 2011, the reassessment dropped property values 25.56%. In 2012 values dropped 12.69% to \$144,211,783 and further dropped 8.07% to \$132,579,603 in 2013, 7.05% to \$123,229,196 in 2014, and 2.85% to \$119,712,678 in 2015. However, in 2016, the Village’s EAV increased 6.61% to \$127,619,822. Lower EAV values translate to higher tax rates impacting the Village’s ability to attract commercial development. The tax rate in School District 163 decreased from 36.41 to 35.466 and School District 162 from 30.263 to 29.484.

Housing values are indicated on the attached chart. The average selling price for a house in Park Forest declined after a high value in 2007 of \$122,650 to the current level at \$50,620. The volume of sales declined in is recovering slightly.

<u>Year</u>	<u>Home Sales</u>	<u>Coop Sales</u>
2008	285	n/a
2009	259	91
2010	249	98
2011	199	111
2012	276	105
2013	295	95
2014	303	85
2015	372	108
2016	331	146
2017	387	118

These factors have a direct impact on real estate transfer taxes.

Litigation

A final determination on the Thorncreek Litigation is not as yet known. In addition, a civil case is also pending against the Village.

Tax Support for Non-Core Services

Aqua Center

The Aqua Center currently needs \$230,000 to \$250,000 to support operations annually. With new services provided by JEM, the support from the General Fund will be examined more thoroughly during the FY 18-19 budget process.

Tennis & Health Club

The Tennis & Health Club currently needs \$110,000 to \$130,000 to support operations annually.

Freedom Hall

Operating results for the last five years at Freedom Hall are as follows:

FREEDOM HALL

	FY 2017	FY 2016	FY 2015	FY 2014	FY 2013
<u>Revenue</u>					
Rental	\$ 21,736	\$ 30,416	\$ 25,268	\$ 30,042	\$ 38,039
Events	2,311	3,791	4,656	4,263	4,597
Series	69,241	63,038	39,664	49,041	38,310
Arts Council Grant	<u>-</u>	<u>-</u>	<u>4,425</u>	<u>4,275</u>	<u>4,000</u>
Total Revenue	\$ 93,288	\$ 97,245	\$ 74,013	\$ 87,621	\$ 84,946
<u>Expenditures</u>	<u>(379,034)</u>	<u>(326,610)</u>	<u>(334,060)</u>	<u>(390,780)</u>	<u>(343,349)</u>
Village Support	\$(285,746)	\$ (229,365)	\$ (260,047)	\$ (303,159)	\$ (258,403)

Sound Mitigation

At the time of the CN settlement, in Fiscal year 2010, \$1,500,000 was set aside for potential sound mitigation or Eastgate redevelopment. The settlement agreement imposed no restrictions on these dollars. The total dollars were subsequently allocated to Phase I sound mitigation, west of Western, for \$500,000, Phase II sound mitigation, Eastgate, for \$522,200 with the remaining \$477,800 as unassigned. The time line for Phase I distribution to residents has expired. Distributions were as follows:

Calendar Year Distribution	# of participants	Dollars Distributed
2011	35	100,014
2012	8	22,677
2013	12	30,218
2014	7	30,284
2015	16	47,713
2016	<u>3</u>	<u>12,158</u>
	81	243,064
Balance undistributed		256,936

Phase II distributions extended through December, 2017. \$129,523 was distributed to 38 participants.

The balance of all these CN settlement related funds are now in the Capitals Projects Fund pending approved distribution.

Conclusion

The Board Goal of financial sustainability warrants a review of support for all non-core services, including the Aqua Center, Tennis and Health Club, Freedom Hall, etc. Whenever possible, cutting costs or enhancing revenue will be considered as opposed to eliminating services.

Village of Park Forest INCOME COMPARISON
(Warrants Processed)

SALES TAX (1% disb.)	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL
FISCAL YEAR END 96	89,082	82,906	97,748	104,863	86,773	87,630	87,032	65,866	78,632	68,235	66,044	85,497	\$ 1,000,309
FISCAL YEAR END 97	71,444	75,797	88,658	69,763	80,805	68,158	68,530	60,883	78,043	66,281	64,776	76,862	\$ 870,000
FISCAL YEAR END 98	59,880	66,956	66,118	68,656	75,978	51,492	65,017	62,887	56,931	56,725	61,926	61,553	\$ 754,118
FISCAL YEAR END 99	63,594	69,172	76,742	68,033	70,898	68,056	56,250	53,875	49,853	48,302	51,155	53,404	\$ 729,335
FISCAL YEAR END 00	54,101	57,330	59,985	61,421	62,853	63,734	60,457	57,707	60,516	55,801	45,929	63,700	\$ 703,533
FISCAL YEAR END 01	64,587	62,172	41,926	55,507	47,531	49,090	63,806	41,016	37,965	41,761	33,940	37,611	\$ 576,913
FISCAL YEAR END 02	40,258	36,955	53,249	43,894	38,342	43,817	53,479	43,679	45,399	59,086	38,074	42,269	\$ 538,500
FISCAL YEAR END 03	38,283	37,652	38,129	38,238	36,638	36,301	34,892	36,509	37,536	34,487	39,793	39,487	\$ 447,946
FISCAL YEAR END 04	38,253	37,622	42,696	43,796	37,137	36,370	36,684	33,805	37,253	32,273	33,385	35,220	\$ 444,495
FISCAL YEAR END 05	33,692	34,200	35,772	30,325	29,817	30,052	30,336	31,059	32,363	29,136	33,727	31,072	\$ 381,550
FISCAL YEAR END 06	31,717	33,320	30,088	35,447	31,564	35,898	30,664	31,186	31,718	32,922	28,069	31,985	\$ 384,579
FISCAL YEAR END 07	32,508	31,906	31,596	26,947	30,688	27,036	32,366	31,725	34,750	27,102	31,997	29,825	\$ 368,446
FISCAL YEAR END 08	29,725	30,841	27,769	27,645	31,174	29,075	27,346	26,378	29,561	25,853	26,923	33,555	\$ 345,846
FISCAL YEAR END 09	26,725	27,723	27,720	26,157	23,921	25,712	19,429	25,508	24,683	21,437	17,509	29,440	\$ 295,963
FISCAL YEAR END 10	22,770	23,856	25,522	22,642	22,113	25,886	34,899	22,568	25,186	17,817	27,810	19,927	\$ 290,993
FISCAL YEAR END 11	29,267	23,576	27,123	25,153	26,039	26,453	26,307	24,481	28,127	24,373	19,459	32,162	\$ 312,521
FISCAL YEAR END 12	25,405	26,112	30,230	25,473	24,508	30,454	28,030	28,202	31,097	24,515	27,635	30,301	\$ 331,963
FISCAL YEAR END 13	26,945	27,181	28,738	27,147	27,274	28,449	26,613	26,618	28,908	25,663	49,907	28,285	\$ 351,729
FISCAL YEAR END 14	21,828	24,703	25,358	21,721	24,245	35,196	21,926	23,516	26,767	22,994	23,067	26,497	\$ 297,817
FISCAL YEAR END 15	23,982	24,767	26,430	23,618	24,836	26,515	24,343	22,061	31,824	21,232	20,820	24,916	\$ 295,346
FISCAL YEAR END 16	29,763	24,687	25,896	24,185	25,293	26,866	23,393	24,647	26,315	24,369	23,626	27,199	\$ 306,239
FISCAL YEAR END 17	23,812	23,157	26,224	25,268	24,028	21,663	25,265	24,021	26,831	21,224	23,869	25,255	\$ 290,616
FISCAL YEAR END 18	26,533	23,313	25,748	22,743	24,340	24,801	23,544						\$ 171,022
LOCAL USE TAX	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL
FISCAL YEAR END 96	11,749	12,040	14,040	12,101	16,751	17,863	15,298	11,659	20,914	14,330	15,833	19,167	\$ 181,744
FISCAL YEAR END 97	16,390	17,803	20,917	18,178	13,242	18,250	19,166	15,529	28,699	12,896	14,533	7,942	\$ 203,545
FISCAL YEAR END 98	25,839	17,416	24,845	18,431	16,557	19,317	19,303	17,366	27,304	17,179	17,716	0	\$ 221,274
FISCAL YEAR END 99	37,384	17,062	22,025	17,332	19,705	24,230	19,475	23,767	32,263	17,561	19,151	3,144	\$ 253,099
FISCAL YEAR END 00	45,886	21,960	26,406	20,980	21,290	24,446	22,032	25,078	33,835	22,539	11,952	0	\$ 276,403
FISCAL YEAR END 01	63,122	25,962	27,210	21,208	24,453	28,621	26,248	21,550	34,529	22,759	20,814	9,190	\$ 325,665
FISCAL YEAR END 02	37,740	17,219	19,127	19,998	16,516	17,544	21,106	17,769	27,237	16,526	13,919	17,556	\$ 242,258
FISCAL YEAR END 03	16,228	15,723	17,923	15,994	16,065	19,235	17,569	16,327	24,718	15,680	13,130	17,755	\$ 206,346
FISCAL YEAR END 04	16,776	15,408	19,576	19,096	17,357	15,391	16,092	18,921	26,201	22,358	20,789	20,235	\$ 228,199
FISCAL YEAR END 05	18,216	18,894	22,457	19,627	18,830	20,404	18,433	16,849	29,208	17,418	19,592	22,392	\$ 242,321
FISCAL YEAR END 06	26,869	20,983	24,684	20,081	21,636	23,186	21,501	20,734	35,604	22,977	23,044	21,778	\$ 283,078
FISCAL YEAR END 07	26,498	23,623	27,221	22,814	27,838	27,213	25,698	23,018	35,119	20,589	19,858	24,206	\$ 303,694
FISCAL YEAR END 08	24,691	26,863	31,526	23,154	24,358	26,479	27,082	27,290	38,904	25,387	23,342	29,886	\$ 328,962
FISCAL YEAR END 09	27,559	25,342	31,146	26,071	32,833	29,827	28,550	25,545	36,747	23,391	20,915	25,094	\$ 333,019
FISCAL YEAR END 10	25,622	21,671	28,815	22,895	20,451	22,074	21,397	19,112	32,853	19,550	15,549	31,030	\$ 281,020
FISCAL YEAR END 11	23,615	22,385	28,882	24,009	23,263	27,029	34,004	26,434	41,613	25,450	27,360	28,368	\$ 332,412
FISCAL YEAR END 12	26,504	25,822	28,532	22,836	27,198	20,627	25,939	26,119	39,916	25,507	23,131	28,596	\$ 320,727
FISCAL YEAR END 13	26,373	27,576	30,832	25,479	28,447	29,145	28,325	29,839	42,619	29,667	22,222	27,892	\$ 348,417
FISCAL YEAR END 14	30,611	27,031	35,901	30,885	28,858	31,134	33,412	31,455	49,491	26,242	25,762	34,014	\$ 384,797
FISCAL YEAR END 15	31,357	33,316	37,187	31,710	34,340	41,669	39,425	37,481	56,813	20,100	39,232	41,364	\$ 443,994
FISCAL YEAR END 16	40,603	38,675	43,623	40,445	36,957	42,493	42,794	42,172	60,306	37,052	37,769	44,381	\$ 507,271
FISCAL YEAR END 17	43,228	42,064	47,442	37,757	41,161	42,312	46,147	44,803	69,621	40,219	37,850	49,221	\$ 541,825
FISCAL YEAR END 18	42,268	42,587	45,044	43,124	45,861	48,331	47,995						\$ 315,210
SALES & USE TAX COMBINED	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL
FISCAL YEAR END 96	104,558	98,576	115,453	120,524	107,279	109,075	106,058	81,566	102,670	85,928	85,414	108,405	\$ 1,225,507
FISCAL YEAR END 97	91,453	97,220	113,053	91,410	98,177	90,076	91,947	80,560	109,906	82,580	83,104	88,585	\$ 1,118,070
FISCAL YEAR END 98	89,721	88,594	94,834	90,993	96,590	74,340	88,911	84,405	87,548	77,535	83,369	65,518	\$ 1,022,357
FISCAL YEAR END 99	105,176	90,699	102,665	89,514	95,829	96,429	80,111	81,426	85,031	69,933	74,453	60,347	\$ 1,031,614
FISCAL YEAR END 00	104,933	83,829	90,768	86,799	88,598	92,609	87,368	87,438	98,246	82,596	62,061	65,182	\$ 1,030,428
FISCAL YEAR END 01	135,801	92,727	73,598	81,153	76,258	82,093	94,753	67,310	76,390	68,715	58,966	48,929	\$ 956,692
FISCAL YEAR END 02	84,542	58,289	76,585	67,846	58,903	65,560	79,013	65,982	76,057	79,250	55,772	63,917	\$ 831,716
FISCAL YEAR END 03	61,306	53,375	56,052	54,231	52,703	55,536	52,461	52,836	62,254	50,167	52,923	57,242	\$ 661,086

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Village of Park Forest INCOME COMPARISON
(Warrants Processed)

SALES & USE TAX COMBINED (Continued from previous page)													
FISCAL YEAR END 04	55,029	53,029	62,272	62,892	54,494	51,761	52,776	52,726	63,455	54,631	54,173	55,455	\$ 672,693
FISCAL YEAR END 05	51,908	53,094	58,229	49,952	48,647	50,456	48,769	47,908	61,571	46,554	53,319	53,464	\$ 623,870
FISCAL YEAR END 06	58,586	54,304	54,772	55,528	53,201	59,084	52,165	51,919	67,323	55,899	51,113	53,763	\$ 667,657
FISCAL YEAR END 07	59,005	55,529	58,817	49,761	58,526	54,249	58,065	54,743	69,869	47,692	51,855	54,031	\$ 672,140
FISCAL YEAR END 08	54,416	57,704	59,295	50,799	55,532	55,554	54,428	53,668	68,465	51,240	50,265	63,441	\$ 674,808
FISCAL YEAR END 09	54,284	53,064	58,866	52,229	56,754	55,539	47,979	51,052	61,429	44,828	38,424	54,534	\$ 628,982
FISCAL YEAR END 10	48,391	45,527	54,337	45,537	42,564	47,960	56,296	41,680	58,039	37,367	43,358	50,957	\$ 572,014
FISCAL YEAR END 11	52,882	45,961	56,004	49,162	49,302	53,482	60,311	50,915	69,740	49,823	46,819	60,531	\$ 644,932
FISCAL YEAR END 12	51,909	51,934	58,762	48,309	51,706	51,082	53,970	54,321	71,012	50,023	50,766	58,898	\$ 652,690
FISCAL YEAR END 13	53,318	54,756	59,570	52,626	55,721	57,595	54,939	56,458	71,528	55,331	72,128	56,176	\$ 700,145
FISCAL YEAR END 14	52,439	51,734	61,259	52,606	53,103	66,330	55,338	54,972	76,258	49,236	48,829	60,511	\$ 682,614
FISCAL YEAR END 15	55,339	58,083	63,617	55,328	59,177	68,183	63,768	59,542	88,637	41,332	60,053	66,281	\$ 739,339
FISCAL YEAR END 16	70,365	63,362	69,520	64,630	62,250	69,359	66,187	66,819	86,622	61,421	61,395	71,580	\$ 813,510
FISCAL YEAR END 17	67,040	65,221	73,666	63,025	65,189	63,975	71,412	68,824	96,452	61,442	61,719	74,476	\$ 832,441
FISCAL YEAR END 18	68,801	65,900	70,792	65,867	70,201	73,132	71,539	-	-	-	-	-	\$ 486,232
INCOME TAX	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL
FISCAL YEAR END 96	130,302	83,966	91,449	136,643	89,218	86,987	116,622	150,785	95,907	121,898	167,650	139,618	\$ 1,411,045
FISCAL YEAR END 97	136,615	92,435	92,297	146,411	94,968	83,133	136,995	153,562	100,696	138,470	184,309	150,840	\$ 1,510,732
FISCAL YEAR END 98	156,677	104,265	95,571	162,685	99,904	91,215	155,169	160,019	109,172	148,998	214,425	170,210	\$ 1,668,311
FISCAL YEAR END 99	169,973	100,806	105,971	165,109	108,184	95,888	161,394	177,360	107,172	154,321	217,634	187,850	\$ 1,751,663
FISCAL YEAR END 00	169,945	104,464	113,036	154,650	117,821	113,880	139,661	201,335	115,490	197,729	207,054	230,471	\$ 1,865,535
FISCAL YEAR END 01	176,423	106,849	115,374	187,623	112,285	118,191	149,435	205,845	114,341	168,606	266,123	178,402	\$ 1,899,497
FISCAL YEAR END 02	154,954	96,092	103,198	147,914	107,817	105,176	133,460	164,953	103,775	134,936	201,832	120,491	\$ 1,574,598
FISCAL YEAR END 03	143,628	98,088	99,161	143,680	100,292	94,738	143,841	153,261	107,815	126,180	194,965	124,089	\$ 1,529,739
FISCAL YEAR END 04	128,117	84,165	84,530	121,059	80,997	104,907	131,515	144,333	95,055	124,216	192,349	105,565	\$ 1,396,808
FISCAL YEAR END 05	140,044	93,257	107,165	150,994	104,942	101,635	142,154	173,082	112,884	164,299	238,832	148,283	\$ 1,677,570
FISCAL YEAR END 06	165,734	103,321	109,125	174,784	114,522	103,817	156,632	193,074	109,287	175,371	260,873	186,412	\$ 1,852,951
FISCAL YEAR END 07	176,850	109,763	116,142	198,653	120,131	117,808	157,956	219,073	116,086	197,712	307,022	195,829	\$ 2,033,024
FISCAL YEAR END 08	193,902	116,389	119,389	203,402	130,737	119,141	175,788	259,766	138,686	200,174	357,301	190,997	\$ 2,205,672
FISCAL YEAR END 09	211,437	123,287	118,531	210,817	131,666	102,557	173,184	217,752	118,014	182,193	285,759	152,580	\$ 2,027,777
FISCAL YEAR END 10	166,126	113,085	107,977	166,389	125,364	98,544	173,219	183,583	113,595	177,219	231,868	123,635	\$ 1,780,605
FISCAL YEAR END 11	173,757	113,916	116,824	169,791	127,783	141,320	161,116	199,103	99,305	170,837	218,268	131,178	\$ 1,823,197
FISCAL YEAR END 12	169,933	116,909	112,529	178,730	113,826	107,172	159,229	183,582	122,478	190,170	276,121	145,172	\$ 1,875,850
FISCAL YEAR END 13	186,422	116,982	116,036	182,708	138,055	113,932	176,607	208,476	116,900	202,988	374,941	127,383	\$ 2,061,429
FISCAL YEAR END 14	195,094	121,212	118,252	206,309	136,595	109,028	201,902	214,270	122,382	214,011	332,139	123,712	\$ 2,094,906
FISCAL YEAR END 15	204,748	119,441	116,801	208,407	140,507	105,652	179,010	267,083	116,514	238,100	393,915	163,586	\$ 2,253,763
FISCAL YEAR END 16	230,811	133,944	127,574	224,216	147,839	115,620	216,936	237,396	137,436	212,658	299,738	143,275	\$ 2,227,442
FISCAL YEAR END 17	204,478	119,076	130,066	192,202	129,002	116,873	188,957	218,541	114,386	220,590	294,530	152,321	\$ 2,081,021
FISCAL YEAR END 18	201,502	96,297	113,585	172,940	130,152	114,584	166,991						\$ 996,052
EXCISE/TELECOMMUNICATIONS TAX	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL
FISCAL YEAR END 03	--	--	--	--	--	--	--	--	--	27,230	85,366	100,554	\$ 213,150
FISCAL YEAR END 04	52,538	86,018	68,001	58,685	93,414	54,089	75,172	78,557	65,156	73,143	72,031	71,996	\$ 848,800
FISCAL YEAR END 05	74,437	71,427	80,385	62,999	85,593	68,885	78,916	60,819	84,630	74,652	78,068	72,227	\$ 893,039
FISCAL YEAR END 06	84,006	74,329	74,392	82,452	71,419	69,077	84,667	74,047	71,472	64,837	81,887	74,142	\$ 906,726
FISCAL YEAR END 07	66,003	74,803	70,437	78,211	68,558	73,303	58,917	68,802	70,597	80,190	63,953	73,846	\$ 847,620
FISCAL YEAR END 08	79,125	75,953	67,416	74,138	56,002	80,877	58,030	73,391	106,970	64,928	77,945	77,110	\$ 891,886
FISCAL YEAR END 09	68,559	76,467	72,729	74,197	71,475	71,546	65,691	79,128	67,539	77,341	70,612	63,924	\$ 859,209
FISCAL YEAR END 10	78,288	61,642	64,237	75,530	67,766	57,914	64,240	51,770	72,454	80,904	61,799	68,938	\$ 805,481
FISCAL YEAR END 11	65,292	65,519	64,063	65,423	49,699	66,932	68,734	62,104	47,924	80,977	61,064	61,361	\$ 759,091
FISCAL YEAR END 12	70,661	63,675	62,309	60,449	61,757	60,275	57,543	61,871	51,526	56,784	55,216	395,998	\$ 1,058,063
FISCAL YEAR END 13	53,784	57,228	55,600	54,093	56,606	52,003	54,225	52,179	53,321	52,082	50,380	52,919	\$ 644,419
FISCAL YEAR END 14	51,894	50,632	48,519	51,057	49,278	48,105	51,800	48,331	48,357	48,993	45,530	48,556	\$ 591,051
FISCAL YEAR END 15	46,492	38,670	38,837	39,819	40,468	38,223	38,653	41,295	46,324	42,233	41,214	45,619	\$ 497,846
FISCAL YEAR END 16	39,349	40,533	40,412	42,706	40,337	40,267	39,926	37,614	48,757	37,960	37,065	39,751	\$ 484,675
FISCAL YEAR END 17	35,773	39,942	37,936	37,722	39,509	40,600	37,430	38,104	39,376	37,383	37,557	37,325	\$ 458,657
FISCAL YEAR END 18	34,560	37,529	35,606	34,157	33,695	31,972	32,711						\$ 240,231

***Per State of IL: Telecommunications Taxes distributed to Municipalities were partially non taxable. The State will adjust 6 monthly distributions @ \$6,838.20 each, beginning August, 2014. memo of 6/18/2014**

**VILLAGE OF PARK FOREST
SALES TAX COMPARISON
QUARTERLY**

(2009, 2010), 2011, 2012, 2013, 2014, 2015, 2016, 2017 (to quarter received)

	# TP		TOTAL TAX RECEIPTS	General Merchandise	Food	Drinking & Eating Places	Apparel	Furniture H.H. & Radio	Lumber, Bldg. Hardware	Automotive & Fill. Stations	Drugs and Misc. Retail	Agriculture & all others	Manufacturers	Computed Total
1st	2011	115	Cook	74,957.17	-	8,603.28	4,295.31	-	-	20,057.25	16,545.24	20,400.65	222.17	70,123.90
		64	Will	1,037.36	-	4.50	-	66.52	-	149.04	27.33	6.44	-	253.83
Q			TOTAL:	75,994.53	-	8,607.78	-	-	-	-	16,694.28	20,427.98	228.61	70,377.73
A	2012	110	Cook	81,847.98	-	10,315.79	5,453.42	-	-	20,624.92	36,085.57	3,353.50	272.39	76,105.59
		24	Will	603.81	-	-	-	-	-	68.77	208.70	46.31	-	323.78
R			TOTAL:	82,451.79	-	-	-	-	-	20,693.69	36,294.27	3,399.81	-	76,429.37
T	2013	119	Cook	102,397.64	-	9,474.00	5,156.37	85.27	-	20,395.15	57,355.49	3,588.66	343.69	96,398.63
		26	Will	1,456.79	-	-	-	-	-	1,061.48	137.76	54.46	-	1,253.70
C			TOTAL:	103,854.43	-	-	-	-	-	21,456.63	57,493.25	3,643.12	-	97,652.33
A	2014	119	Cook	71,685.50	-	12,057.11	5,293.17	159.10	-	11,369.61	35,297.12	3,207.38	237.12	67,620.61
		27	Will	872.05	-	-	-	-	-	311.37	129.32	50.37	-	491.06
E			TOTAL:	72,557.55	-	-	-	-	-	11,680.98	35,426.44	3,257.75	-	68,111.67
N	2015	132	Cook	66,151.41	-	11,278.07	-	348.19	-	9,981.40	31,905.14	3,791.46	274.41	57,578.67
		24	Will	817.67	-	-	-	-	-	63.72	260.92	275.42	-	600.06
A			TOTAL:	66,969.08	-	-	-	-	-	10,045.12	32,166.06	4,066.88	-	58,178.73
R	2016	156	Cook	73,822.59	-	11,511.06	6,678.39	172.34	-	12,754.41	34,253.11	3,861.05	297.71	69,528.07
		29	Will	1,905.54	-	-	-	-	-	109.30	109.30	334.48	-	443.78
			TOTAL:	75,728.13	-	-	-	-	-	12,754.41	34,362.41	4,195.53	297.71	69,971.85
D	2017	161	Cook	69,003.66	-	14,253.03	7,119.98	171.67	-	9,610.14	32,107.95	3,030.56	456.82	66,750.15
		30	Will	1,343.86	-	-	-	-	-	628.30	12.36	144.52	-	785.18
A			TOTAL:	70,347.52	-	-	-	-	-	10,238.44	32,120.31	3,175.08	456.82	67,535.33
			Difference from prior year	8,759.05	-	-	-	-	-	2,709.29	2,196.35	128.65	297.71	11,793.12
2nd	2011	98	Cook	81,131.96	-	9,385.30	-	227.70	-	21,943.00	23,850.26	14,573.43	281.41	70,261.10
		21	Will	614.94	-	-	-	-	-	222.37	55.57	-	-	277.94
Q			TOTAL:	81,746.90	-	-	-	-	-	24,072.63	14,629.00	-	-	70,539.04
A	2012	99	Cook	82,171.97	-	10,404.41	-	95.64	-	21,941.94	35,132.89	3,004.61	304.62	70,884.11
		26	Will	692.31	-	-	-	-	-	165.28	206.57	51.66	-	423.51
R			TOTAL:	82,864.28	-	-	-	-	-	22,107.22	35,339.46	3,056.27	-	71,307.62
T	2013	111	Cook	71,530.89	-	12,077.76	6,074.62	120.07	-	9,761.05	34,515.78	3,309.89	218.92	66,085.09
		23	Will	358.05	-	-	-	-	-	31.25	71.96	45.55	-	148.76
C			TOTAL:	71,888.94	-	-	-	-	-	9,792.30	34,587.74	3,355.44	-	66,233.85
A	2014	121	Cook	74,450.50	-	14,609.57	5,862.06	244.59	(0.01)	1,121.46	10,330.85	35,186.55	3,269.70	70,624.77
		23	Will	729.13	-	-	-	-	-	-	358.44	50.57	-	409.01
E			TOTAL:	75,179.63	-	-	-	-	-	10,330.85	35,544.99	3,320.27	-	71,033.78
N	2015	120	Cook	79,080.49	-	14,374.83	8,392.81	-	-	9,558.97	37,702.30	4,132.80	240.15	74,401.86
		29	Will	1,265.47	-	-	-	-	-	400.28	236.21	441.35	-	1,077.84
A			TOTAL:	80,345.96	-	-	-	-	-	37,938.51	4,574.15	240.15	-	75,479.70
R	2016		Cook	72,223.06	-	13,873.10	7,158.17	227.51	-	10,714.96	32,481.94	3,570.30	131.71	68,157.69
			Will	969.62	-	-	-	-	-	548.57	7.63	268.00	-	824.20
			TOTAL:	73,192.68	-	-	-	-	-	11,263.53	32,489.57	3,838.30	-	68,981.89
D	2017	147	Cook	75,224.67	-	15,185.95	5,606.28	176.82	-	12,634.88	34,319.26	1,820.65	796.10	70,539.94
		31	Will	369.94	-	-	-	-	-	110.71	87.22	156.24	-	354.17
			TOTAL:	75,594.61	-	-	-	-	-	12,745.59	34,406.48	1,976.89	796.10	70,894.11
			Difference from prior year	(7,153.28)	-	-	-	-	-	11,263.53	(5,448.94)	(735.85)	(240.15)	(6,497.81)

**VILLAGE OF PARK FOREST
SALES TAX COMPARISON
QUARTERLY**

(2009, 2010), 2011, 2012, 2013, 2014, 2015, 2016, 2017 (to quarter received)

	# TP		TOTAL TAX RECEIPTS	General Merchandise	Food	Drinking & Eating Places	Apparel	Furniture H.H. & Radio	Lumber, Bldg. Hardware	Automotive & Fill Stations	Drugs and Misc. Retail	Agriculture & all others	Manufacturers	Computed Total
3rd	2011	103	Cook	79,795.22	-	11,924.05	-	129.24	-	19,315.84	34,350.75	3,766.22	284.17	69,770.27
		24	Will	621.41	-	-	-	-	-	-	184.75	19.22	-	203.97
			TOTAL:	80,416.63	-	-	-	-	-	-	-	34,535.50	3,785.44	284.17
Q U A R	2012	105	Cook	82,321.57	-	10,561.25	-	39.95	1,663.35	23,273.39	33,378.01	3,060.03	173.84	72,149.82
		25	Will	548.50	-	-	-	-	-	131.96	128.38	41.85	-	302.19
			TOTAL:	82,870.07	-	-	-	-	-	-	23,405.35	33,506.39	3,101.88	173.84
T E L E	2013	112	Cook	80,116.87	-	23,395.45	5,561.13	191.24	-	9,293.52	31,816.12	3,568.40	352.86	74,178.72
		27	Will	1,044.85	-	-	-	-	-	591.14	169.54	84.49	-	845.17
			TOTAL:	74,969.10	-	-	-	-	-	-	10,804.00	33,871.65	3,515.52	307.52
N D A	2015	138	Cook	75,569.54	-	16,192.33	6,541.56	226.50	1,635.70	9,880.83	32,946.78	4,332.17	299.98	72,055.85
		26	Will	774.57	-	-	-	-	-	73.16	202.88	317.03	-	593.07
			TOTAL:	76,344.11	-	-	-	-	-	-	9,953.99	33,149.66	4,649.20	-
	2016	138	Cook	69,678.16	-	12,783.55	7,525.08	301.15	-	11,263.35	29,747.95	3,738.70	240.56	65,600.34
		30	Will	1,280.55	-	-	-	-	-	807.14	82.36	275.13	-	1,164.63
			TOTAL:	70,958.71	-	-	-	-	-	-	12,070.49	29,830.31	4,013.83	-
	2017	140	Cook	71,488.10	-	14,111.35	6,855.71	140.33	-	11,221.74	32,759.86	2,403.19	351.01	67,843.19
		26	Will	395.38	-	-	-	-	-	79.28	84.47	105.18	-	268.93
			TOTAL:	71,883.48	-	-	-	-	-	-	11,301.02	32,844.33	2,508.37	351.01
			Difference from prior year	(5,385.40)	-	-	-	-	-	2,116.50	(3,319.35)	(635.37)	-	(5,883.95)
4th	2011	133	Cook	86,798.04	-	11,633.34	7,250.41	364.16	-	17,989.18	38,192.63	3,656.65	1,220.71	80,307.08
		28	Will	531.47	-	-	-	-	-	-	121.08	45.71	9.52	176.31
			TOTAL:	87,329.51	-	-	-	-	-	-	-	38,313.71	3,702.36	1,230.23
Q U A R	2012	135	Cook	81,309.35	-	9,663.72	5,213.96	202.17	-	20,970.57	35,059.11	3,583.80	399.85	75,093.18
		30	Will	830.63	-	-	-	-	-	393.35	143.69	72.41	-	609.45
			TOTAL:	82,139.98	-	-	-	-	-	-	21,363.92	35,202.80	3,656.21	399.85
T E R	2013	133	Cook	71,743.26	-	10,965.65	5,636.16	347.56	-	10,114.11	35,826.58	3,568.19	393.92	66,852.17
		27	Will	465.59	-	-	-	-	-	6.72	160.94	65.31	-	232.97
			TOTAL:	72,208.85	-	-	-	-	-	-	10,120.83	35,987.52	3,633.50	393.92
C A L E N	2014	145	Cook	77,089.70	-	15,123.59	5,479.25	-	1,804.76	9,031.11	37,046.56	4,283.55	338.95	73,107.77
		38	Will	1,138.55	-	-	-	-	-	424.03	241.19	237.78	-	903.00
			TOTAL:	78,228.25	-	-	-	-	-	-	9,455.14	37,287.75	4,521.33	338.95
D A R	2015	132	Cook	72,710.80	-	13,103.17	6,130.14	334.81	-	9,959.33	33,678.18	4,382.77	286.83	67,875.23
		24	Will	1,644.38	-	-	-	-	-	881.43	175.39	396.99	-	1,453.81
			TOTAL:	74,355.18	-	-	-	-	-	-	10,840.76	33,853.57	4,779.76	286.83
	2016	151	Cook	74,969.21	-	14,254.90	6,958.62	180.59	-	8,488.42	36,827.48	4,295.22	436.84	71,442.07
		32	Will	1,147.57	-	-	-	-	-	611.32	76.04	351.36	-	1,038.72
			TOTAL:	76,116.78	-	-	-	-	-	-	9,099.74	36,903.52	4,646.58	-
	2017		Cook	-	-	-	-	-	-	-	-	-	-	-
			Will	-	-	-	-	-	-	-	-	-	-	-
			TOTAL:	-	-	-	-	-	-	-	-	-	-	-
			Difference from prior year	1,761.60	-	-	-	-	-	(1,741.02)	3,049.95	(133.18)	(286.83)	3,151.75

2-12

**VILLAGE OF PARK FOREST
SALES TAX COMPARISON
QUARTERLY**

(2009, 2010), 2011, 2012, 2013, 2014, 2015, 2016, 2017 (to quarter received)

# TP		TOTAL TAX RECEIPTS	General Merchandise	Food	Drinking & Eating Places	Apparel	Furniture H.H. & Radio	Lumber, Bldg. Hardware	Automotive & Fill. Stations	Drugs and Misc. Retail	Agriculture & all others	Manufacturers	Computed Total
2011	176	Cook 322,682.39	-	41,545.97	20,868.52	777.95	-	5,181.57	79,305.27	112,938.88	42,396.95	2,008.46	305,023.57
	71	Will 2,805.18	-	-	-	-	145.58	-	-	677.24	147.83	33.97	1,004.62
	TOTAL:	325,487.57	-	-	-	-	-	-	-	113,616.12	42,544.78	2,042.43	306,028.19
2012	185	Cook 327,650.87	-	40,945.17	22,142.62	388.90	-	5,570.63	86,810.82	139,655.58	13,001.94	1,150.70	309,666.36
	46	Will 2,675.25	-	4.68	-	-	-	-	759.36	687.34	212.23	6.87	1,670.48
	TOTAL:	330,326.12	-	40,949.85	-	-	-	-	87,570.18	140,342.92	13,214.17	1,157.57	311,336.84
2013	196	Cook 325,788.66	-	55,912.86	22,428.28	744.14	-	5,357.16	49,563.83	159,513.97	14,035.14	1,309.39	308,864.77
	43	Will 3,325.28	-	-	-	-	-	-	1,690.59	540.20	249.81	-	2,480.60
	TOTAL:	329,113.94	-	-	-	-	-	-	51,254.42	160,054.17	14,284.95	-	311,345.37
2014	201	Cook 296,546.20	-	57,453.44	21,110.37	705.69	-	5,928.33	40,456.15	141,073.41	14,216.68	1,094.18	282,038.25
	45	Will 4,388.33	-	-	-	-	-	-	-	1,057.42	398.49	-	1,455.91
	TOTAL:	300,934.53	-	-	-	-	-	-	40,456.15	142,130.83	14,615.17	-	283,494.16
2015	245	Cook 293,512.24	-	54,948.40	25,325.19	1,097.59	-	4,349.60	39,380.53	136,232.40	16,639.20	1,101.37	279,074.28
	48	Will 4,502.09	-	-	-	-	-	-	1,418.59	875.40	1,427.79	-	3,721.78
	TOTAL:	298,014.33	-	-	-	-	-	-	40,799.12	137,107.80	18,066.99	-	282,796.06
2016	267	Cook 290,159.02	12,685.54	52,462.61	28,320.26	881.59	-	2,673.07	43,221.14	133,310.48	15,465.27	-	289,019.96
		Will 5,303.28	-	-	-	-	-	-	275.33	1,228.97	1,228.97	-	1,504.30
	TOTAL:	295,462.30	-	-	-	-	-	-	43,221.14	133,585.81	16,694.24	-	290,524.26
2017		Cook	-	-	-	-	-	-	-	-	-	-	-
		Will	-	-	-	-	-	-	-	-	-	-	-
	TOTAL:	-	-	-	-	-	-	-	-	-	-	-	-
	Difference from prior year	(2,552.03)	-	-	-	-	-	-	41,802.55	132,710.41	15,266.45	-	286,802.48
2011	186	Cook 311,123.21	-	40,450.39	20,511.99	581.99	-	3,710.19	79,762.83	73,322.13	74,712.72	1,098.93	294,151.17
	66	Will 3,178.46	-	-	-	-	173.35	-	-	656.33	125.84	39.42	994.94
	TOTAL:	314,301.67	-	-	-	-	-	-	-	73,978.46	74,838.56	1,138.35	295,146.11
2012	193	Cook 330,613.21	-	44,277.59	23,146.90	640.18	-	-	79,871.88	143,780.32	13,780.98	2,081.89	307,579.74
	48	Will 2,449.00	-	-	-	-	159.83	-	-	721.10	162.90	24.60	1,068.43
	TOTAL:	333,062.21	-	-	-	-	-	-	79,871.88	144,501.42	13,943.88	2,106.49	308,648.17
2013	192	Cook 337,559.45	-	41,776.73	22,083.65	447.46	-	5,926.27	74,400.16	160,308.39	13,542.38	1,136.30	319,621.34
	43	Will 3,193.97	-	-	-	-	-	-	1,618.04	481.79	214.27	-	2,314.10
	TOTAL:	340,753.42	-	-	-	-	-	-	76,018.20	160,790.18	13,756.65	1,136.30	321,935.44
2014	203	Cook 297,996.13	-	61,027.78	22,352.52	942.49	-	4,531.22	41,108.09	138,126.37	13,613.67	1,194.49	282,896.63
	48	Will 3,111.62	-	-	-	-	-	-	-	818.24	251.04	-	1,069.28
	TOTAL:	301,107.75	-	-	-	-	-	-	41,108.09	138,944.61	13,864.71	1,194.49	283,965.91
2015		Cook 295,642.10	-	56,439.66	18,347.95	477.21	-	1,804.76	38,296.06	140,197.18	15,663.86	1,161.03	272,387.71
		Will 4,870.29	-	-	-	-	-	-	1,967.45	1,066.79	4,530.06	274.41	7,838.71
	TOTAL:	300,512.39	-	-	-	-	-	-	40,263.51	141,263.97	20,193.92	1,435.44	280,226.42
2016		Cook 294,325.99	-	54,679.66	26,508.26	961.16	-	1,635.70	43,309.53	133,360.01	16,146.29	1,016.23	277,616.84
		Will 5,294.11	-	-	-	-	-	-	1,503.16	495.20	4,843.07	297.71	7,139.14
	TOTAL:	299,620.10	-	-	-	-	-	-	44,812.69	133,855.21	20,989.36	1,313.94	284,755.98
2017		Cook	-	-	-	-	-	-	-	-	-	-	-
		Will	-	-	-	-	-	-	-	-	-	-	-
	TOTAL:	-	-	-	-	-	-	-	-	-	-	-	-
	Difference from prior year	(892.29)	-	-	-	-	-	-	4,549.18	(7,408.76)	795.44	(121.50)	4,529.56

2-13

Top Filer Report



#BWNKMGV
#CNXX XXX2 9543 8883#
VILLAGE OF PARK FOREST
ATTN: MARK PRIES, DEPUTY VILLAGE MANGER
350 VICTORY DR
PARK FOREST IL 60466-2003

October 5, 2017



Letter ID: CNXXXXX295438883

Account ID: 05724-73792

Dear Local Official:

In response to your request dated September 21, 2017, we are listing the top 10 sales tax contributors for the Village of Park Forest. The businesses are listed in Illinois Account ID number order.

Account ID	Business Name
0586-2061	WALGREENS
2264-5438	UHAUL
2889-3751	FAMILY DOLLAR INC
3381-7006	HIGHLAND PARK CVS LLC
3635-7766	MAHARISHI PETROLEUM INC
3664-5036	DOLLAR GENERAL STORE
4098-5806	ABRA AUTO BODY & GLASS LP
4128-2876	COUNTRY SQUIRE FOODS
4135-3005	TACO BELL
5519-2718	7-ELEVEN STORE 23364B

This determination was based on the 1.00% local governments share of sales tax collected for the benefit of the Village of Park Forest in the months of September 2016 through August 2017. The businesses remitted a total of \$223,102.75 which was disbursed to the Village of Park Forest during the months of November 2016 through October 2017.

If there are any questions, please contact our office at the address or telephone number listed below.

Sincerely,

Jon Humke
Revenue Tax Specialist

LOCAL TAX ALLOCATION DIVISION
ILLINOIS DEPARTMENT OF REVENUE
101 WEST JEFFERSON ST
SPRINGFIELD IL 62702-5145

(217) 782-0976
(217) 524-0526 fax

Village of Park Forest
Municipal Utility Tax FY18
Received at State
GL Acct 010000-400400

COM ED	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL
2007	43,093	59,754	44,096	32,379	32,535	38,407	44,499	42,176	38,647	36,439	30,432	36,413	\$ 478,870
2008	47,776	46,681	50,582	37,169	32,466	38,547	48,345	44,790	36,144	31,585	30,361	32,613	\$ 477,059
2009	42,212	51,472	41,955	30,158	28,698	37,061	46,868	42,909	34,343	32,800	28,896	29,029	\$ 446,401
2010	41,410	34,897	39,087	30,773	30,571	33,751	45,551	38,352	34,819	30,205	27,818	35,930	\$ 423,164
2011	46,906	55,324	51,110	29,832	24,308	38,049	44,570	38,385	35,465	31,635	28,944	35,518	\$ 460,046
2012	41,652	57,387	42,550	28,971	28,385	33,060	41,823	35,938	33,883	29,844	27,160	33,696	\$ 434,349
2013	55,442	56,623	42,292	28,096	29,431	34,086	40,141	38,088	35,958	34,604	28,350	32,200	\$ 455,311
2014	41,200	43,086	42,828	34,472	29,234	35,843	43,609	42,984	37,770	32,682	28,691	33,258	\$ 445,657
2015	42,073	35,900	42,495	26,788	29,272	35,756	42,069	40,478	37,223	30,077	27,611	31,779	\$ 421,521
2016	35,743	44,212	41,960	33,071	26,788	33,351	38,810	35,938	35,213	29,239	28,403	33,791	\$ 416,519
2017	42,447	51,250	47,128	37,993	26,148	32,379	41,856	37,730	31,862	31,371	27,188	30,987	\$ 438,339
2018	41,468	45,139	35,844	32,755	26,985								\$ 182,191
NI COR													
2007	10,486	9,795	9,819	14,429	19,680	30,012	41,945	56,935	66,661	42,341	32,821	15,276	\$ 350,200
2008	13,160	11,247	8,677	13,254	16,236	32,334	52,274	64,884	74,674	67,380	40,867	26,769	\$ 421,756
2009	18,422	14,570	13,384	10,931	17,726	37,544	56,888	59,357	47,606	33,389	20,530	11,783	\$ 342,130
2010	10,163	10,089	9,474	11,144	12,998	23,137	45,934	58,454	51,140	34,494	20,558	13,131	\$ 300,716
2011	10,972	10,935	9,732	10,395	14,128	26,086	42,866	49,514	44,373	33,744	24,164	16,484	\$ 293,393
2012	10,920	9,425	9,414	11,058	15,636	24,037	33,663	37,464	28,727	18,995	12,959	9,749	\$ 222,047
2013	8,427	8,274	8,488	11,103	16,619	22,613	31,370	37,982	38,389	33,547	23,999	15,738	\$ 256,549
2014	10,713	8,679	8,177	8,601	20,957	27,833	41,359	52,086	58,469	50,335	31,649	18,329	\$ 337,187
2015	26,888	14,939	9,949	12,217	23,255	37,214	48,352	39,487	37,145	21,208	15,753	9,234	\$ 295,641
2016	7,468	8,157	9,106	11,228	14,551	19,871	30,165	30,397	22,812	19,920	13,646	8,934	\$ 196,255
2017	7,016	6,343	8,392	9,409	14,928	31,962	42,094	35,400	29,863	21,895	16,828	10,592	\$ 234,722
2018	9,087	8,094	9,267	10,099	19,943								\$ 56,491
TELECOMM													
2007	70,437	78,211	68,558	73,303	58,917	68,802	70,597	80,190	63,953	73,846	79,125	75,953	\$ 861,892
2008	67,416	74,138	56,002	80,877	58,030	73,391	106,970	64,928	77,945	77,110	68,559	76,467	\$ 881,833
2009	72,729	74,197	71,475	71,546	65,691	79,128	67,539	77,341	70,612	63,924	78,288	61,642	\$ 854,112
2010	64,237	75,530	67,766	57,914	64,240	51,770	72,454	80,904	61,799	68,938	65,292	65,519	\$ 796,363
2011	64,063	65,423	49,699	66,932	68,734	62,104	47,924	80,977	61,064	61,361	70,661	63,675	\$ 762,617
2012	62,309	60,448	61,757	60,275	57,543	61,871	51,526	56,784	55,216	395,998	53,784	57,228	\$ 1,034,739
2013	55,600	54,093	56,606	52,003	54,225	52,179	53,321	52,082	50,380	52,919	51,894	50,632	\$ 635,934
2014	48,519	51,057	49,278	48,105	51,800	48,331	48,357	48,993	45,530	48,556	46,492	(2,359)	\$ 532,659
2015	79,866	39,819	40,468	38,224	38,653	41,295	46,324	42,233	41,214	45,619	39,349	40,533	\$ 533,597
2016	40,412	42,706	40,337	40,267	39,926	37,614	48,757	37,960	37,065	39,751	35,773	39,942	\$ 480,510
2017	37,936	37,722	39,509	40,600	37,430	38,104	39,376	37,383	37,557	37,325	34,560	37,529	\$ 455,031
2018	35,606	34,157	33,695	31,972									\$ 135,430
MUNICIPAL TAX TOTAL													
2004	126,192	112,566	155,622	104,561	127,006	145,555	159,262	180,758	164,684	144,339	128,616	121,935	\$ 1,671,097
2005	133,960	119,072	135,713	116,197	127,208	130,499	187,044	182,481	174,153	150,186	145,084	127,480	\$ 1,729,076
2006	139,378	152,413	129,659	125,538	143,991	169,205	201,266	184,314	184,512	157,205	123,931	126,682	\$ 1,838,093
2007	124,016	147,760	122,473	120,111	111,132	137,221	157,041	179,301	169,261	152,626	142,378	127,642	\$ 1,690,962
2008	128,352	132,066	115,261	131,300	106,732	144,272	207,589	174,602	188,763	176,075	139,787	135,849	\$ 1,780,648
2009	133,363	140,239	126,814	112,635	112,115	153,733	171,295	179,607	152,561	130,113	127,714	102,454	\$ 1,642,643
2010	115,810	120,516	116,327	99,831	107,809	108,658	163,939	177,710	147,758	133,637	113,668	114,580	\$ 1,520,243
2011	121,941	131,682	110,541	107,159	107,170	126,239	135,360	168,876	140,902	126,740	123,769	115,677	\$ 1,516,056
2012	114,881	127,260	113,721	100,304	101,564	118,968	127,012	130,186	117,826	444,837	93,903	100,673	\$ 1,691,135
2013	119,469	118,990	107,386	91,202	100,275	108,878	124,832	128,152	124,727	121,070	104,243	98,570	\$ 1,347,794
2014	100,432	102,822	100,283	91,178	101,991	112,007	133,325	144,063	141,769	131,573	106,832	49,228	\$ 1,315,503
2015	148,827	90,658	92,912	77,229	91,180	114,265	136,745	122,198	115,582	96,904	82,713	81,546	\$ 1,250,759

Village of Park Forest
Municipal Utility Tax FY18
Received at State
GL Acct 010000-400400

COM ED	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL
2016	83,623	95,075	91,403	84,566	81,265	90,836	117,732	104,295	95,090	88,910	77,822	82,667	\$ 1,093,284
2017	87,399	95,315	95,029	88,002	78,506	102,445	123,326	110,513	99,282	90,591	78,576	79,108	\$ 1,128,092
2018	86,161	87,390	78,806	74,827	46,928	-	-	-	-	-	-	-	\$ 374,112
(*) In 2014, Telecom Tax Receipts will be reduced \$41029 for a payable due to the State for Telecom Tax; this is reversed in 2015													
VIDEO GAMING TAX													
2013	-	-	-	-	-	-	-	-	413	466	540	468	\$ 1,887
2014	641	674	778	853	771	1,319	994	1,198	1,186	1,432	1,112	2,772	\$ 13,730
2015	1,261	1,520	1,276	1,060	1,581	1,650	2,061	1,718	1,561	2,094	1,973	2,120	\$ 19,875
2016	2,188	2,182	1,966	1,983	1,933	1,950	2,368	1,819	1,952	2,932	2,361	2,386	\$ 26,020
2017	2,175	2,054	2,007	1,858	1,851	1,974	1,603	1,587	1,620	1,766	2,209	1,945	\$ 22,649
2018	2,255	1,997	2,659	2,391	1,918								\$ 11,220

**Village of Park Forest
Cell Tower Leases
Multi-year Comparison
as of December 31, 2017**

Fiscal Year End June 30th	<u>SBA</u>	<u>AT&T</u>	<u>Sprint</u>	<u>T Mobile</u>	<u>Crwn Cstl Firestation</u>	<u>U.S. Cellular</u>	<u>Cricket</u>	<u>Total</u>
2005	\$24,904	\$8,580	\$20,562	\$1,952				\$55,998
2006	\$28,240	\$8,580	\$21,179	\$19,718		\$4,527		\$82,244
2007	\$31,900	\$10,153	\$23,655	\$22,003		\$23,541		\$111,252
2008	\$30,544	\$9,438	\$22,469	\$20,877	\$14,800	\$22,352		\$120,480
2009	\$31,582	\$9,438	\$23,143	\$21,503	\$18,472	\$23,022		\$127,161
2010	\$32,846	\$9,438	\$31,219	\$22,148	\$19,211	\$23,713	\$21,350	\$159,924
2011	\$34,160	\$9,438	\$34,829	\$22,813	\$19,979	\$24,425	\$26,408	\$172,053
2012	\$35,526	\$10,303	\$35,350	\$23,497	\$20,779	\$25,157	\$27,200	\$177,812
2013	\$37,070	\$10,382	\$36,410	\$24,202	\$21,610	\$25,912	\$28,017	\$183,603
2014	\$38,302	\$10,382	\$37,411	\$24,928	\$22,576	\$26,689	\$28,857	\$189,145
2015	\$39,962	\$10,382	\$38,628	\$25,676	\$23,383	\$13,582	\$29,723	\$181,336
2016	\$41,561	\$10,382	\$43,279	\$26,522	\$24,165	\$0	\$15,211	\$161,120
2017	\$46,969	\$12,285	\$42,091	\$27,240	\$27,426	\$0	\$23,565	\$179,576
2018	\$22,476	\$4,758	\$17,147	\$13,987	\$10,846	\$0	\$0	\$69,214

Cricket receipt represents cell tower lease revenue paid Oct 2016 for 1/1/16-10/31/16

AVERAGE MARKET VALUE OF ALL HOUSES SOLD*
(NEW AND RESALE, DETACHED AND ATTACHED)

1989	\$57,780
1990	\$63,980
1991	\$65,480
1992	\$68,310
1993	\$71,750
1994	\$75,270
1995	\$77,480
1996	\$76,420
1997	\$83,450
1998	\$83,890
1999	\$84,290
2000	\$88,510
2001	\$91,880
2002	\$92,853
2003	\$94,114
2004	\$102,138
2005	\$112,605
2006	\$120,740
2007	\$122,650
2008	\$100,070
2009	\$65,900**
2010	\$54,100**
2011	\$46,130**
2012	\$39,720**
2013	\$41,600**
2014	\$39,910**
2015	\$47,610**
2016	\$48,020**
2017	\$50,620**

* Figures from Real Estate Transfer Tax Records.

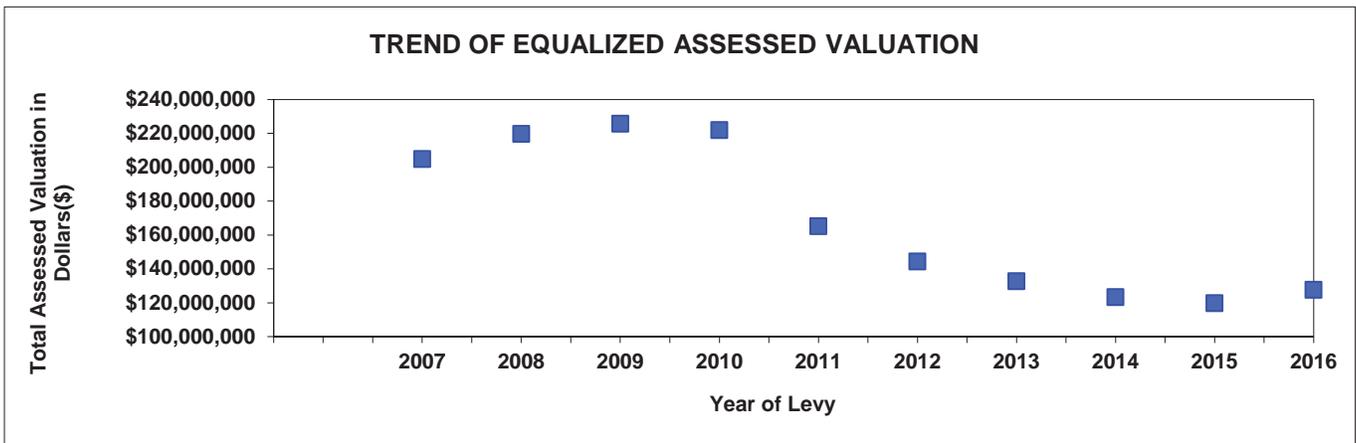
** Valuation altered, due to “mortgage industry/Short Sales”

Village of Park Forest
Housing Authority
Certificates - FY 2018

Month	Section 8 Vouchers		Total	P/F Port Out	Preservation	TOTAL	7 02			TOTAL	
	PHA/Project	PHA/Project	PHA/Project	PHA	PHA		7 02	Port-Ins			# of Cert
	P/F HCV Program						Port-Ins	Move-Ins	Move-Outs		
	7 01	8 01	7 01/8 01	7 03	8 03		Mthly change				
Jun '10	140		140	6		146	222			368	
Jun '11	139		139	8		147	273	4	3	420	
Jun '12	145		145	6		151	312	2	0	463	
Jun '13	132		132	15		147	332	6	6	479	
Jun '14	122		122	10		132	419	10	8	551	
Jul '14	121		121	10		131	421	8	6	552	
Aug '14	121		121	10		131	431	12	2	562	
Sept '14	121		121	11		132	433	9	7	565	
Oct '14	121		121	8		129	433	7	7	562	
Nov '14	121		121	8		129	457	18	(6)	586	
Dec '14	122		122	6		128	458	7	6	586	
Jan '15	121		121	6		127	465	7	0	592	
Feb '15	121		121	6		127	475	11	1	602	
Mar '15	116		116	7		123	457	6	24	580	
Apr '15	116		116	7		123	466	10	1	589	
May '15	120		120	7		127	469	2	(1)	596	
Jun '15	131		131	7		138	470	2	1	608	
Jul '15	131		131	7		138	475	7	2	613	
Aug '15	128		128	7		135	491	16	0	626	
Sept '15	129		129	7		136	494	7	4	630	
Oct '15	129		129	7		136	503	10	1	639	
Nov '15	135		135	7		142	490	5	18	632	
Dec '15	142		142	7		149	485	8	13	634	
Jan '16	149		149	9		158	488	5	2	646	
Feb '16	159		159	10		169	484	12	16	653	
Mar '16	164		164	8		172	479	6	11	651	
Apr '16	165		165	8		173	480	5	4	653	
May '16	165		165	8		173	485	8	3	658	
Jun '16	163		163	1		164	473	4	16	637	
Jul '16	162		162	1		163	470	7	10	633	
Aug '16	161		161	2		163	466	4	8	629	
Sept '16	160		160	2		162	464	3	5	626	
Oct '16	160		160	2		162	463	3	4	625	
Nov '16	158		158	2		160	470	8	1	630	
Dec '16	154		154	3		157	471	7	6	628	
Jan '17	152		152	5		157	473	5	3	630	
Feb '17	151		151	5		156	468	1	6	624	
Mar '17	148		148	5		153	466	2	4	619	
Apr '17	140		140	7		147	462	4	8	609	
May '17	139		139	11		150	458	1	5	608	
Jun '17	136		136	13		149	455	4	7	604	
Jul '17	134		134	13		147	442	3	16	589	
Aug '17	132		132	14		146	441	4	5	587	
Sept '17	129		129	17		146	439	6	8	585	
Oct '17	127		127	20		147	428	1	12	575	
Nov '17	126		126	20		146	419	3	12	565	
Dec '17	124		124	16		140	411	2	10	551	

VILLAGE OF PARK FOREST
TREND OF EQUALIZED ASSESSED VALUATIONS
LAST TEN LEVY YEARS
JUNE 30, 2017

Levy Year	Equalized Assessed Value	Percentage Increase(Decrease)	Estimated Actual Value	Ratio of Equalized Assessed Value to Estimated Actual Value
2007	204,687,009	7.58%	614,061,027	33.33%
2008	219,491,270	7.23%	658,473,810	33.33%
2009	225,587,683	2.78%	676,763,049	33.33%
2010	221,881,935	-1.64%	665,645,805	33.33%
2011	165,169,446	-25.56%	495,508,338	33.33%
2012	144,211,783	-12.69%	432,635,349	33.33%
2013	132,579,603	-8.07%	397,738,809	33.33%
2014	123,229,196	-7.05%	369,687,588	33.33%
2015	119,712,678	-2.85%	359,138,034	33.33%
2016	127,619,822	6.61%	382,859,466	33.33%



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

Estimated State Shared Municipal Revenue Update

MFY 2018 Revised Forecast and MFY 2019 Forecast

BY NATALIE DAVILA, JOANNA KOH AND MICHAEL D. KLEMENS, KDM, INC.

In this article, we discuss revisions to our Municipal Fiscal Year (MFY) 2018 estimates and present MFY 2019 forecasts for sources administered by the state of Illinois. The reader should note that these MFY 2019 forecasts may have to be adjusted based on what seems like imminent significant changes in the federal tax code.

ECONOMIC FACTORS INFLUENCING REVENUES

The national economy continues to expand at a moderate pace, and forecasters are predicting continued economic growth throughout the forecast period. Real Gross Domestic Product (GDP) is forecast to grow at 2.5% for 2018, higher than the 2.2% projected for the current year. Such growth is being driven largely by consumer spending and business investment. Real consumer spending growth of around 2.8% will be the major driving force behind economic expansion throughout 2018. The United States unemployment rate is expected to average 4.0% next year, while corporate profits are expected to pick up and grow in the 5-6% range.

As has been the case for many years, Illinois' economic growth continues to lag the nation. The United States' real GDP grew 1.5% while Illinois' real GDP grew just 0.9% in 2016. Illinois' real GDP is forecast to grow by 1.9% during the period, continuing the trend of lower-than-average growth

compared to the nation as a whole. Employment growth is forecast to pick up and come in around 1.0% in MFY 2019, which, in turn, is helping to drive the forecasted 4.0% in wages and salaries. While strong retail sales growth of 3.75% is anticipated, this will not translate into similar growth in sales taxes for a variety of reasons including the narrow sales tax base and the continued increase in internet sales. (See article on page 21 - *It's Time to Talk About Modernizing Illinois Taxes on Retail Sales.*) Overall Illinois economy will grow, albeit modestly, narrowing the performance gap between Illinois and the nation in 2018.

LEGISLATIVE, ADMINISTRATIVE AND TIMING ISSUES IMPACTING MFY 2018 AND MFY 2019 REVENUES

While economic factors are important, more significant over the last few years and throughout the forecast period is the impact of the Illinois Department of Revenue (IDOR) implementing a new general ledger system. When the new system was introduced, it allocated daily receipts between Corporate Income Tax (CIT), Corporate Personal Property Replacement Tax (CPPRT) and Individual Income Tax (IIT) based on returns that were processed on that day (Note that IDOR receives payments as many as 19 months before the tax return). This process caused dramatic fluctuations

in CPPRT and CIT receipts making it difficult for both state and local governments to predict monthly receipts. This volatility was corrected in March 2017 when IDOR adopted fixed percentages based on the last tax year for which all tax returns had been processed (2015). These percentages were subsequently modified to account for the July income tax rate increases. In our MFY 2019 forecasts, we assume that this issue has been fully corrected and as such IDOR is allocating BIT receipts with a high degree of accuracy. In addition, legislative issues such as Net Operating Loss (NOL) suspension and tax rate increases, along with increased spending out of local government revenue funds have a significant impact. This new approach and the associated percentage allocation will have a positive impact on CPPRT receipts going forward.

ISSUE 1:

While moving from one system to another, staff at IDOR found that past allocation of pass through withholding to CIT and CPPRT had been incorrect. The net impact of this discovery is to exert downward pressure on CIT and CPPRT and upward pressure on IIT.

ISSUE 2:

Discovery of an historic misallocation of the BIT final estimated payments (the 505 B voucher). The net impact of this discovery is to exert downward pressure on CIT and upward pressure on CPPRT and IIT going forward.

ISSUE 3:

The impact of the temporary NOL suspension and reduction is finally coming home to roost. The net impact of this is to significantly depress CIT and CPPRT receipts throughout the forecast period.

ISSUE 4:

Income tax rate changes starting in July 2017, along with the 10% reduction, will impact both the level and the monthly distribution of Local Government Distributive Fund (LGDF) to units of local government. In our estimates, we assume the LDGF will be funded at 100% for SFY 2019.

ISSUE 5:

The pattern of increasing use of CPPRT funds to pay for services previously paid from state general funds continued. This will be discussed in more detail later. (See article on page 10 - *Illinois' CPPRT: The Challenge of "Replacing"*

a Tax"). In our estimates, we assume no CPPRT expenditures to the community colleges while all other expenditures in both funds are held constant.

ISSUE 6:

We assume that the refund rates will be held constant in the SFY 2019 Budget. However, because of higher income tax rates, it is likely that refund demand will increase for tax year 2018, thus requiring higher refund fund rates.

CORPORATE PERSONAL PROPERTY REPLACEMENT TAXES FUND (CPPRT)

As result of the recent CIT tax rate increase, IDOR is changing its percentage allocation of total BIT payment receipts going to CPPRT. Their methodology assumes that Estimated (ES) payments made in September and December fully reflect the higher tax rate. We think that not all September and December ES payments will fully reflect the higher tax rate and will be made up when final payments are received in March and April. However, the net impact on CPPRT MFY 2018 receipts will be minimal.

For MFY 2019, we assume that IDOR is splitting receipts between IIT, CIT

TABLE 1: SUMMARY TABLE - DISTRIBUTIONS TO MUNICIPALITIES

	MFY 2016 ACTUAL	MFY 2017 ACTUAL	MFY 2018 FORECAST SEPTEMBER 2017	MFY 2018 REVISED FORECAST DECEMBER 2017	MFY 2019 FORECAST
Income Tax (Per Capita)	\$106.78	\$95.21	\$89.50/\$102.90*	\$90.00/\$104.00*	\$95.80
State Use Tax (Per Capita)	\$23.02	\$24.43	\$24.70/\$25.30**	\$25.30	\$26.30
Motor Fuel Tax (Per Capita)	\$25.63	\$25.43	\$25.75	\$25.75	\$25.75
Total Per Capita	\$155.43	\$145.07	\$139.95/\$153.95	\$139.95/\$153.95	\$147.85
CPPRT (\$ thousand)	\$1,390,078	\$1,460,184	\$1,140,000	\$1,140,000	\$1,275,000

*(\$89.50) \$90.00 per capita for municipalities using accrual accounting; (\$102.90) \$104.00 per capita for municipalities using cash accounting.
 **We offer this range as year-to-date receipts do not reflect

TABLE 2: CORPORATE PERSONAL PROPERTY REPLACEMENT TAXES (CPPRT)

MFY	2011	2012	2013	2014	2015	2016	2017	2018
May	\$160,495	\$187,346	\$183,351	\$262,146	\$226,241	\$288,434	\$218,871	\$225,528
July	\$163,017	\$173,818	\$236,948	\$256,143	\$227,937	\$236,956	\$237,933	\$230,620
Aug	\$21,404	\$43,506	\$28,629	\$26,864	\$24,515	\$31,932	\$27,696	\$10,628
Oct	\$314,063	\$290,293	\$180,321	\$187,191	\$225,834	\$238,203	\$216,418	\$180,000
Dec	\$253,335	\$41,933	\$68,990	\$68,283	\$60,111	\$58,176	\$57,578	
Jan	\$129,826	\$178,699	\$183,242	\$231,119	\$200,370	\$189,405	\$214,012	
March	\$71,818	\$49,951	\$57,347	\$68,588	\$57,199	\$76,069	\$137,475	
April	\$260,567	\$274,425	\$290,544	\$306,541	\$350,076	\$270,903	\$350,200	
Total	\$1,374,525	\$1,239,971	\$1,229,372	\$1,406,875	\$1,372,283	\$1,390,078	\$1,460,184	\$1,140,000

and CPPRT with a high degree of accuracy. We were recently invited to sit down with IDOR Financial Accounting staff to review their methodology. The methodology they are employing appears sound, given the high degree of uncertainty about the combined impact of legislative, administrative and timing issues identified above. In our forecast, we assume that the volume of NOL's taken on returns filed during the forecast period will remain constant, albeit at a higher than average level. We also assume that the MFY 2018 CPPRT base is relatively clean (i.e., the issues that arose in MFY 2017 when

the new ledger system was introduced have been worked out). Our final assumption is that community college expenditures from the CPPRT fund will be eliminated in the SFY 2019 budget while all other expenditures are held constant. These assumptions, along with anticipated growth in corporate profits during the forecast period, yield a MFY 2019 estimate of \$1,275 million.

LOCAL GOVERNMENT DISTRIBUTIVE FUND (LGDF)

The SFY 2018 Operating Budget decreases LGDF distributions by

10% in SFY 2018, while at the same time accelerating receipts by 60 days. Historically, LGDF money was deposited into the General Fund and then the municipal and county share was transferred into the LGDF more than two months after collections. Now the local portion is being deposited directly into LGDF, eliminating the 60-day delay, meaning municipalities will receive 14 payments in MFY 2018. However, how many monthly payments they recognize in MFY 2018 will depend on whether a municipality uses cash or accrual accounting.

TABLE 3: LOCAL GOVERNMENT DISTRIBUTIVE FUND (LGDF)

MFY	2011	2012	2013	2014	2015	2016	2017	2018
May	\$0.00	\$0.00	\$15.60	\$5.32	\$5.57	\$5.30	\$6.25	\$5.21
June	\$7.38	\$8.49	\$5.57	\$9.24	\$9.74	\$10.84	\$9.68	\$10.04
July	\$12.67	\$11.51	\$8.65	\$17.06	\$15.11	\$17.93	\$13.64	\$20.33
August	\$7.55	\$9.30	\$12.57	\$5.80	\$5.63	\$7.44	\$6.52	\$9.17
September	\$15.15	\$5.97	\$6.61	\$8.88	\$9.32	\$16.60	\$9.31	\$9.56
October	\$0.00	\$0.00	\$8.48	\$5.52	\$10.75	\$0.00	\$5.42	\$7.87
November	\$0.00	\$7.73	\$5.32	\$5.38	\$0.00	\$5.81	\$5.92	\$5.92
December	\$7.41	\$5.32	\$5.28	\$9.39	\$9.48	\$10.20	\$8.75	
January	\$9.83	\$10.00	\$8.31	\$11.18	\$11.20	\$6.73	\$5.87	
February	\$12.68	\$0.00	\$6.28	\$0.00	\$0.00	\$5.26	\$5.32	
March	\$6.02	\$8.13	\$5.18	\$9.19	\$8.15	\$9.87	\$8.60	
April	\$6.87	\$5.18	\$17.52	\$9.75	\$12.15	\$10.80	\$9.94	
Total	\$85.56	\$71.63	\$105.37	\$96.71	\$97.10	\$106.78	\$95.22	\$90.00/\$104.00*

*\$90.00 per capita for municipalities using accrual accounting; \$104.00 per capita for municipalities using cash accounting.

TABLE 4: MUNICIPAL/COUNTY SHARE OF ILLINOIS USE TAX

	2011	2012	2013	2014	2015	2016	2017	2018
May	\$0.66	\$1.16	\$1.05	\$1.01	\$1.17	\$1.79	\$1.72	\$1.72
June	\$1.32	\$1.29	\$1.30	\$1.27	\$1.55	\$1.88	\$2.02	\$2.24
July	\$1.00	\$1.21	\$1.20	\$1.39	\$1.43	\$1.85	\$1.97	\$1.92
August	\$0.95	\$1.18	\$1.25	\$1.23	\$1.52	\$1.76	\$1.91	\$1.94
September	\$1.23	\$1.30	\$1.40	\$1.63	\$1.69	\$1.99	\$2.16	\$2.05
October	\$1.02	\$1.04	\$1.16	\$1.41	\$1.44	\$1.84	\$1.72	\$1.96
November	\$0.99	\$1.24	\$1.29	\$1.31	\$1.56	\$1.68	\$1.87	\$2.09
December	\$1.15	\$0.94	\$1.33	\$1.42	\$1.90	\$1.93	\$1.93	
January	\$1.44	\$1.18	\$1.29	\$1.52	\$1.79	\$1.95	\$2.10	
February	\$1.12	\$1.19	\$1.36	\$1.43	\$1.71	\$1.92	\$2.04	
March	\$1.77	\$1.82	\$1.94	\$2.25	\$2.59	\$2.74	\$3.17	
April	\$1.08	\$1.16	\$1.35	\$1.19	\$0.91	\$1.69	\$1.83	
	\$13.73	\$14.71	\$15.92	\$17.06	\$19.26	\$23.03	\$24.44	\$25.30

As noted above, the state lowered the percent of IIT and CIT going to LGDF assuming revenues associated with the tax rate increases started to come in July 1, 2017. Particularly when it comes to IIT, this resulted in lower IIT receipts being allocated to LGDF for the first quarter of SFY 2018. This shortfall will be recouped in April when final payments come

in with the IL-1040. Based on most recent receipt data, along with updated BIT allocation percentages, we revise our per capita MFY 2018 estimate up slightly to \$104.0 for 14 months and \$90.0 for 12 months.

In forecasting MFY 2019 LGDF, we make the following assumptions. The BIT allocation percentages used by

IDOR will remain unchanged during the forecast period. We also assume relatively strong baseline growth in corporate profits translating into 5% growth in CIT, but continued high use of NOLs. We also assume relatively strong growth of 4% in base IIT. Based on these assumptions we forecast MFY 2019 LGDF per capita at \$95.80.

TABLE 5: MUNICIPAL SHARE OF MOTOR FUEL TAX (MFT)

MFY	2011	2012	2013	2014	2015	2016	2017	2018
May	2.17	2.06	1.94	1.72	1.84	2.33	2.28	2.19
June	2.10	2.02	2.16	2.54	2.59	2.18	2.26	2.22
July	1.98	1.88	1.82	1.75	1.95	1.42	1.43	1.76
August	2.15	2.19	2.13	2.05	2.18	2.52	2.29	2.31
September	2.09	2.15	2.13	2.40	1.48	2.43	2.17	2.18
October	2.41	1.92	1.85	1.70	2.01	1.64	1.92	1.93
November	1.76	2.14	2.03	2.18	2.17	2.13	2.22	2.21
December	2.25	2.26	2.16	1.88	2.20	2.46	2.26	
January	2.15	2.10	2.07	2.50	2.52	2.26	2.37	
February	2.33	2.02	2.01	2.21	2.37	2.18	2.26	
March	1.88	2.06	1.71	2.03	1.80	2.20	2.15	
April	2.13	2.00	2.02	1.60	0.92	1.89	1.83	
TOTAL	\$25.40	\$24.80	\$24.03	\$24.56	\$24.03	\$25.63	\$25.43	\$25.75

MUNICIPAL/ COUNTY SHARE OF ILLINOIS USE TAX

Growth in e-commerce continues to accelerate with most recent data from the Census Bureau indicating the growth rate increased by 15.5% from the third quarter 2016 to third quarter 2017 compared with 4.0% for all retail sales.¹ For this period, e-commerce accounted for only 8.4% of total retail sales in the United States, a decline of -0.5 percentage points over the previous quarter.

MUNICIPAL CALENDAR

DECEMBER							JANUARY							FEBRUARY						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2	7	8	9	10	11	12	13	4	5	6	7	8	9	10
3	4	5	6	7	8	9	14	15	16	17	18	19	20	11	12	13	14	15	16	17
10	11	12	13	14	15	16	21	22	23	24	25	26	27	18	19	20	21	22	23	24
17	18	19	20	21	22	23	28	29	30	31				25	26	27	28			
24	25	26	27	28	29	30								31						
31																				

JANUARY 2018

NOTE: For purposes of this calendar, it is assumed the fiscal year begins May 1, as it does in most municipalities. Some municipalities, however, may have adopted a date different from May 1 for the beginning of their fiscal year. (65 ILCS 5/1-1-2(5).) If so, this calendar must be adjusted to reflect that specific fiscal year.

Within 30 days after each January 1, local public entities that are individually or jointly self-insured to protect against liability under the Workers' Compensation Act and the Workers' Occupational Diseases Act shall file with the Illinois Workers' Compensation Commission a report indicating an election to self-insure. (745 ILCS 10/9-103(d).)

For municipalities that have established a house of corrections, the accounts of the house of corrections shall be closed and balanced on January 1, and a report regarding the annual operations shall be made and submitted to the corporate authorities and to the Governor. (65 ILCS 5/11-4-5.)

Candidates for office who are subject to the Illinois Governmental Ethics Act filing requirements must file a statement at the time of filing for nomination, unless they have filed such a statement within the preceding year. (5 ILCS 420/4A-105.)

On or before February 1 of each year, the chief administrative officer of each unit of local government or his/her designee shall certify to the county clerk the names and mailing addresses of those persons required to file statements of economic interest pursuant to the Illinois Governmental Ethics Act. The chief executive officer or his/her designee shall set forth the names in alphabetical order by county of residence and shall certify the list to the county clerk of the counties in which those persons reside. (If the person resides outside of Illinois or in another county, the list shall be sent to the county clerk of the county where the principal office of the unit of local government with which the person is associated is located). (5 ILCS 420/4A-106.)

On or before March 1 with regard to data collected during July through December of the previous calendar year and by August 1 with regard to data collected during January through June of each calendar year, every law enforcement agency is required to submit racial profiling information and other data required to be collected from traffic stops to the Illinois Department of Transportation. (625 ILCS 5/11-212(d).)

Illinois Use Tax collections have picked up in the last two months (July-September disbursements fell by almost 2% compared with the same time period last year). We are happy to report that disbursements for the last two months have rebounded, and we are still on track to meet our original MFY 2018 use tax estimate of \$25.30 per capita.

While we see a large increase in the rate of growth of e-commerce sales, this does not translate one-to-one into increased use tax revenue — primarily because the use tax is not collected on all e-commerce sales. One additional factor we are watching is how much Amazon's physical presence in Illinois will reduce use tax revenues, while increasing municipal and home-rule sales tax revenues. While that amount appears to be minimal, we are anxious to see what happens when taxes associated with holiday sales are disbursed by IDOR. Our MFY 2019 forecast assumes a 4% growth in use tax receipts — translating into \$26.30 per capita.

MUNICIPAL SHARE OF MOTOR FUEL TAX (MFT)

Motor Fuel Tax distribution came in at \$14.81 per capita for May through November 2017, an increase of \$0.25 or 1.7% over \$14.56 distributed for the same period last year. Increases in year-to-date MFT revenues have been minimal at 0.4%, while the off-the-top expenditures have decreased by 5% from the same period last fiscal year. If this trend continues for the rest of the MFY and the repeal of sales taxes for gasoline does not decrease gasoline consumption significantly, we can expect to come in at our current MFY 2018 estimate of \$25.75 per capita.

U.S. Energy Information Administration forecasts a modest increase of 0.2% in gas consumption in 2018.² Given this modest growth in consumption, combined with the general tendency for annual off-the-top expenditures to increase annually, we are holding MFY 2019 flat at \$25.75 per capita.

¹ https://www.census.gov/retail/mrts/www/data/pdf/ec_current.pdf
² https://www.eia.gov/outlooks/steo/pdf/steo_full.pdf



KDM, Inc., specializes in state and local finance, fiscal policy and economic analysis. Natalie Davila, Ph.D., a public finance

economist, Joanna Koh, Research Associate, and Michael D. Klemens, President, have over 50 years' combined experience in state and local government finance. Contact Natalie at natalieadavila@sbcglobal.net.

MEMORANDUM

DATE: February 15, 2018
TO: Mayor John Ostenburg
Board of Trustees
FROM: Mark A. Pries, Deputy Village Manager/Finance Director
RE: Budget Amendments for 2017/2018

BACKGROUND/DISCUSSION:

Halfway through the fiscal year, expenses and revenues are analyzed. After the analysis, the budget should be 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: assignments (encumbrances), Board directives, grants, adjustments and other initiatives.

Assignments (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 assigned. These funds are noted as an assigned fund balance on page 27 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 amending the budget.

The following list details those expenditures that were assigned at June 30, 2017 in the General Fund. These items will be (or were) spent in Fiscal 2018.

ADMINISTRATIVE PURPOSES

200,000	IRMA Deductible
3,625	Sikich - Personnel Manual Review
6,523	Sikich - Performance Management Implementation
4,166	Senior Commission Initiative
10,000	Village Hall Lobby Remodel
50,000	Voice Over IP (VOIP) Telephone System
3,907	Youth Commission Initiatives (Net Carnival Proceeds)
3,000	Internal Audit
9,310	SSMMA – Employee Wellness
290,531	

PUBLIC SAFETY PURPOSE

POLICE

57,406 Capital (Station Renovations)
11,450 Youth Programs (20% of FY17 Vehicle Seizure Revenue)
68,856

FIRE

1,600 Fire Education Trailer
1,600 Fire Education Trailer-Travel Expense
8,000 Portable Radio Replacement
11,200

RECREATION & PARKS PURPOSES

25,000 Buildings & Grounds various items
31,429 Rec Center Improvement
21,927 LifeCycle Projects/Eastgate Plan
19,420 Murphy Park Improvement
97,776

PUBLIC WORKS PURPOSES

478,683 Street Maintenance
16,668 Street Light Pole
495,351

COMMUNITY DEVELOPMENT PURPOSES

10,000 Home Demolition

973,714

Similar to encumbrances, DUI fines are reserved for DUI enforcement. In the prior year, \$12,576 was identified as a fund balance reserve.

Police \$18,288 – DUI Enforcement

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

PEG Fees \$65,117

Grants

Fire Department

The Village has received two Enbridge Grants for \$1,000 each. The Department has received these grants for the last eight years.

Capital	\$2,000	
Grant Revenue		\$2,000

Other Adjustments

Public Works

Public Works received additional grant dollars for the compressed natural gas (CNG) project.

Other Capital Outlays	\$411,479	
State Grant Revenue		\$411,479

Recreation and Parks

The Recreation and Parks Department has increased program activity revenue and expenditures. Also, part-time salaries and professional services increased due to additional activities of the Youth Commission.

Recreation Programs

Program Revenue		\$20,000
Program Expenditures	\$26,575	
Part-Time Salaries	\$12,000	
Other Professional Services	\$2,568	

Tennis & Health Club

The Tennis & Health Club's sign was destroyed when a vehicle ran into it. The Village received an insurance settlement for it and has to budget for the sign's replacement.

Insurance Proceeds/Misc. Income		\$26,222
Other Capital Outlays	\$32,775	

Aqua Center

There were two existing projects that were expanded in order to avoid taking several years to complete. These were replacing all pumps and replacing all fencing.

Other Capital Outlays	\$28,000
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Legal

Legal fees are running higher than expected.

Professional Services	\$58,785
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Community Development

The Community Development Department has experienced excessive grounds maintenance costs. Current charges and liens on properties will cover this budget increase.

Grounds Maintenance	\$30,000
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Merchandise & Jobbing	\$30,000
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Pensions

The Police and Fire Pension Funds are at 44.6% and 45.6% funded, respectively. In an effort to improve funding, an added transfer of support is requested. The IRMA interest credit on reserves is the funding source for this transfer.

Transfer to Police Pension	\$155,000
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Transfer to Fire Pension	\$95,000
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Interest Credit on IRMA Reserves	\$185,869
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The recommended transfer is proportionate to the fund balance.

There were refunds of pension contributions to former employees that were not expected at the time the budget was created. To be clear, these refunds do not contain any employer contributions made by the Village.

Police Pension Fund – Refund of Contributions	\$26,000
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Fire Pension Fund – Refund of Contributions	\$30,000
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Lastly, there was a transfer of service credit for an officer that left the Village this year. This transfer contains employee and employer contributions as well as interest earnings.

Police Pension Fund – Portable Pension Transfer	\$27,202
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DownTown

Due to the excessive snowfall, the DownTown needs to increase its maintenance budget for snow removal. Also, new HVAC software had to be purchased due to total failure of the existing equipment.

Contractual Grounds Maintenance	\$25,000
Contractual Bldg./Facility Maintenance	\$11,800

Capital Projects Fund

Central Park Plaza was bought in FY 17-18 creating a need to budget rent revenues and associated expenditures for improvements made.

Plaza Rent	\$20,000
Other Capital Outlays	\$20,000
Other Professional Services	\$6,500

Vehicle Service Fund

There were several items for the Fire Department’s FY 16-17 Vehicle Services that did not happen in FY 16-17 but did on FY 17-18. Since the money is in the Vehicle Services Fund for these items but need budget authority, a budget amendment is necessary at this time.

Overtime Salaries	\$800
Other Travel Expense	\$566
Contractual Equipment Maint.	\$9,371

Interest Income

Interest Income in the General Fund is coming in considerably better than expected due to increasing interest rates. This revenue increase will offset those amendments that increase General Fund expenditures.

Interest Income	\$75,000
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Summary

As noted in the previous discussion, some operating revenues and expenditures have stabilized. A number of capital projects including water main replacement, storm sewer works and Illinois Street resurfacing will be a major focus through 2018/2019.

**VILLAGE OF PARK FOREST
ASSIGNMENTS
June 30, 2017**

<u>FUND</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>ACCT. #</u>
1			
<u>ADMINISTRATIVE PURPOSES</u>			
	200,000	IRMA Deductible	010100-510400
	9,310	SSMMA-Employee Wellness	010100-510300
	10,000	Village Hall Lobby	010100-530000
	3,625	Sikich-Personnel Manual Review	010100-530000
	6,523	Sikich-Performance Management Implementation	010100-530000
	4,166	Senior Commission Initiative	010102-540400
	3,907	Youth Commission Initiatives (Net Carnival Proceeds)	010102-540400
	50,000	Upgrade VOIP system	010104-560000
	<u>3,000</u>	Internal Audit	010104-530000
	290,530		
<u>PUBLIC SAFETY PURPOSES</u>			
<u>POLICE</u>			
	57,406	Capital (Station Renovations)	010700-560000
	<u>11,450</u>	Youth Programs (20% of FY17 Vehicle Seizure Revenue)	010700-541100
	68,856		
<u>FIRE</u>			
	1,600	Fire Education Trailer	010800-550100
	1,600	Fire Education Trailer-Travel Expense	010800-520000
	<u>8,000</u>	Portable Radio Replacement-Capital Outlay	010800-560000
	11,200		
<u>RECREATION & PARKS PURPOSES</u>			
	25,000	Building & Grounds:tuck-pointing, parking lot and interior upg	011107-560000
	31,429	Recreation Center Improvement	011125-560000
	21,927	LifeCycle Projects / Eastgate Plan	011122-560000
	<u>19,420</u>	Murphy Park Improvement	011122-560000
	97,776		
<u>PUBLIC WORKS PURPOSES</u>			
	478,683	Street Maintenance	011700-550600
	<u>16,668</u>	Street Light Pole	011700-550000
	495,351		
<u>COMMUNITY DEVELOPMENT PURPOSES</u>			
	10,000	Home Demolition	012000-550500
TOTAL	<u>973,713</u>		

* Actual account/department breakdown may be different. Department will provide at budget amendme.

MEMORANDUM

DATE: January 31, 2018

TO: Mayor Ostenburg
Board of Trustees

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

Sandra Zoellner, Assistant Director of Economic Development and Planning

RE: February 2018 Financial Update Meeting
ECONOMIC DEVELOPMENT UPDATE

Following is an update on the economic development, planning and community relations projects that are currently underway. Sandra Zoellner and Hildy Kingma will be available to discuss these activities in more detail and answer any questions at the Financial Update Meeting on February 24, 2018.

Leasing in the Village-owned buildings in **DownTown Park Forest** is currently 75 percent. Following are some of the major business activities happening in DownTown Park Forest:

- Rick Nesbitt has opened Vintrendi Wine Company at 290 Victory Drive, a wine shop that mixes wine and sells primarily through internet sales.
- Renovations were completed in April 2017 to 208 Forest Boulevard for the expansion of OAI, Inc.'s office, training and MakerLab space. OAI continues to occupy the larger portion of their existing 2nd floor space at 210 Forest Boulevard, and has also expanded into the 665 square foot space at 210 Forest formerly occupied by the MakerLab. They are now working with National Able Network, Inc. for Able's IT Career Lab.
- In the past year, two second floor home health businesses closed, for a total of 1,056 square feet. But, six new leases to second floor businesses were signed, for a total of 1,513 square feet. These new businesses include a dental prosthesis business, a non-profit scholarship organization, and an artist's studio.

Seven new home based businesses have obtained business licenses in the past six months. In addition, the former owner of Golden Quick Mart (313 Illinois Street) sold the business to EMM Food Market, Inc. Finally, The Word Worship Center purchased 375 Oswego Street for a new place of worship. The owners are still making improvements to the building, which had been vacant since 2012, but expect to start holding services in the coming month.

In March 2017, the Village received a second round of funding from the **Illinois Housing Development Authority's (IHDA) Abandoned Property Program (APP)**. This \$118,200 grant is funding the demolition of three vacant, blighted houses in the Village. Two of the houses being demolished are located on Sauk Trail (23 and 25 Sauk Trail), adjacent to two vacant lots on Oswego Street where the vacant, blighted houses have already been demolished. The Village is working to acquire all four lots with the goal of eventually seeking a developer to convert these lots to a townhome or multifamily project. This would represent the first opportunity the Village has had to implement the vision established for the Sauk Trail corridor

by the *Strategic Plan for Land Use and Economic Development*. The APP grant will also fund the rehabilitation of 305 Sauganash Street. The Village acquired a Judicial Deed to this property through the abandonment process. Rehabilitation will be undertaken by Prairie State College and South Suburban College students in the construction, HVAC and electric trades programs. The APP grant will only fund exterior code improvements, so the Village is matching the grant with \$20,000 for interior improvements. Rehabilitation work is expected to begin in the summer of 2018 and be completed by the end of the calendar year. When the house is sold, Village expenses will be reimbursed and any remaining funds can be used to continue this housing rehabilitation/work force development program.

In addition to the IHDA-APP funded housing rehabilitation program, Village Staff are creating a larger **single family rehabilitation program** to address vacant, abandoned homes that do not need to be demolished. The Village currently owns four single family properties that are candidates for sale and rehabilitation. These properties include 262 Arrowhead Street, 336 Early Street, 203 Indianwood Boulevard, and 209 Indianwood Boulevard. With the exception of the house on Arrowhead Street, these houses were identified by the Community Development Department as long-vacant properties on which the Village was spending significant amounts of money on property maintenance. These properties also had outstanding water and tax bills, so qualified for the judicial abandonment process. In all cases, the properties had not been generating property tax revenue for at least six (6) years prior to the Village obtaining the judicial deeds. Therefore, intervention from either the Village or the South Suburban Land Bank and Development Authority (SSLBDA) is vital to keeping these houses from further deterioration.

Village Staff will establish a low minimum sale price and then put the houses out for bid. Bidders will be expected to provide a scope of work for rehab, proof of financial ability to fund the scope of work, and a plan for resale or rental. The bid documents will note a preference for proposals that plan to sell for owner occupancy. In most cases, the Village's expenses for these houses is already in the range of \$20,000, including years of property maintenance, legal expenses for the abandonment process, and outstanding water bills. The sale price for these properties is not likely to be sufficient to reimburse the Village for these expenses. However, the long term goals of reducing the number of abandoned properties and generating property tax revenue once again from these properties, will be realized. Economic Development and Planning and Community Development Staff will continue this process of identifying abandoned properties, obtaining the judicial deeds, and then selling these properties until the Village's intervention is no longer needed.

The Village is partnering with the South Suburban Land Bank and Development Authority (SSLBDA) to implement two grants from the **IHDA Blight Reduction Program (BRP)** that total \$1,155,000. Ultimately, the two grants could fund the acquisition of as many as 26 vacant/blighted homes in the Eastgate neighborhood, as well as demolition/deconstruction of the blighted structures and maintenance and "greening" of the lots for a three year period. At this time, the first round of grant funds (\$350,000) has been closed out with the deconstruction and site restoration of 11 vacant, blighted houses. A demolition contract has been awarded for the removal of seven additional houses using the BRP2 grant. These houses will be demolished before the end of March. The Cook County Sheriff's Office RENEW program has recently completed the deconstruction of two additional houses, and could start on demolition of three more houses as early as March. Based on the ultimate decision by IHDA to close out this grant at the end of March or extend it, at least three more vacant, blighted houses could be demolished

in the next six months. Note that the Village applied for \$350,000 in the BRP round two process and received \$805,000. The Village's round two expenditures will exceed the \$350,000 requested, but may not fully expend the grant awarded.

The **Eastgate Neighborhood Redevelopment** plan contained within the *Strategic Plan for Land Use and Economic Development* continues to move forward with the help of grant funds that have allowed for the demolition of a large number of the blighted homes in the neighborhood. At this time, 80 homes have been demolished/deconstructed in Eastgate with combined funding from a Delta Institute grant, a State CDBG-IKE grant, two Cook County NSP grants, two IHDA Blight Reduction Program (BRP) grants, Village funding, and bank funded demolitions. The Village owns 42 vacant lots in Eastgate, and the SSLBDA owns an additional 22 lots. The 2015 Cook County scavenger sale will result in Village ownership of another two Eastgate vacant properties by mid-2018. The Village Attorney's continued efforts to seek properties through the abandonment process could result in another five lots owned by the SSLBDA in 2018. At that time, the Village and the SSLBDA together will own 71, or 21%, of the properties in Eastgate.

The Village has also been active in removing blighted single family structures and obtaining the property deeds in other **neighborhoods throughout the Village**. Using grants from Cook County, State of Illinois and IHDA grants, as well as Village funds and bank demolitions, 28 vacant, blighted houses have been demolished in the past eight years. As noted above, the new APP grant will allow for the demolition of an additional three vacant, blighted houses. The Village owns 22 of these vacant lots. In addition, the Village has obtained the deeds to 18 lots that may not be buildable, as they were not developed when the Village was founded. These lots include the six lots on Indianwood Boulevard, just west of Village Hall where the urban farm is located, and the five lots on Neola Street where the community garden is now located. All developable vacant lots outside of Eastgate are marketed for sale using LoopNet, a commercial brokerage service to which the Village subscribes. Village Staff will initiate a local marketing program to offer these lots to the adjacent property owners. While this may not result in new construction, it will generate property tax revenue and eliminate the need for the Village to pay for property maintenance.

The Village obtained the deed to **Central Court Plaza** in November 2017 as the result of a tax scavenger process initiated in 2016. The Village and SSLBDA worked together to acquire this property as part of an overall development vision for this area. Since taking over the property, Village Staff has worked with two of the tenants who want to continue renting space, upgraded the HVAC system, repaired the roof, and made other improvements. Staff is also working on an offering package to sell the property. Five local business owners have already expressed an interest in the property, and they will be given the first opportunity to bid on it.

The Village Board approved the sale of **80 North Street** to ForeBio Properties, LLC at their Regular Board meeting of October 16, 2017, and closing on the sale occurred on October 18. The sale and subsequent rehabilitation and occupancy of this keystone property was made possible by the adoption of Public Act 100-0510 (SB1775 enrolled as 35 ILCS 200/10-705 new Keystone Property). This State legislation, written to address the redevelopment of this specific property, establishes an assessed value based on only the land value for a one year period. The buyers are expected to invest \$8,500,000 in the property during the first three years, and an additional \$5,500,000 in years four through ten. ForeBio Nutrition will employ 30 to 40 people. In January 2018, the owner of ForeBio met with Community Development Staff to review building permit requirements in anticipation of developing rehabilitation plans. Village Staff is

working with the Cook County Assessor and Clerk's Offices to ensure that this incentive is applied to the property.

Following an 18 month grass roots effort to attract **Steak 'N Shake Restaurant** to Park Forest, in January 2016, corporate representatives of the restaurant participated in a presentation about the franchise opportunities available with the company. As a result of that event, Melvin Buckley qualified as a franchise operator and has executed a Letter of Intent to purchase 3200 Lincoln Highway. Mr. Buckley brings extensive restaurant ownership experience to this project. He is honoring a non-compete clause from his former restaurant business that is delaying development of the Steak 'N Shake project. However, in January 2018, Mr. Buckley indicated that he expects to submit an incentive application and building plans by late summer 2018.

Design of the new 12 inch water line to the **Continental/Midland** property should be complete by the time of the Board's workshop. The updated schedule for design and construction provided by the Village's consulting engineer is as follows:

- February 5 – 95% complete plans and specifications received for review
- February 19 – Village comments to consulting engineer
- February 22 – Plans and specifications 100% complete
- February 26 – Advertise for Bids
- March 20 – Open Bids
- April – Board Consideration of Bids
- Late April – Execution of Construction Contract
- December 2018 – Substantial Completion
- May 2019 – Final Completion (pavement and parkway restoration)

As a reminder, Village Staff has determined that it will be best to pay the Village's portion of the water line construction from the Village's Sewer Fund and General Revenue Fund balances. This will save the Village the interest expense, and the Water Fund will repay both the Sewer Fund and the General Revenue Fund over time. The total estimated cost of the project is \$1,500,000. Continental/Midland and the Village will each share equally in the cost of the water line, with Continental/Midland's cost capped at \$750,000. Continental/Midland will pay their share of the cost in two installments, with the first installment scheduled for the later of January 2018 or when construction begins. Given the schedule noted above, this payment is likely to be made in May 2018. The second payment is due in January 2019. Extension of water service to the Continental/Midland property is the first, major step to implement the Board's goals for South Western Avenue as established in the *Strategic Plan for Land Use and Economic Development*.

The Village sold the **Illini Apartments** to Melvin Buckley in July 2017. Since that time, the new owner has cleared out the debris from inside the dwelling units and removed dead trees and other old landscaping. In November 2017, building permits were issued for a comprehensive rehabilitation to bring the twelve residential units into code compliance, including new roofs and a complete fire suppression/sprinkler system for each unit. Exterior landscaping and fencing are also part of the overall improvements in the complex. The property owner has also requested a variation to the fence height requirements to permit privacy fences around each unit's back yard space. The Planning and Zoning Commission will consider this request at their February meeting, and make a recommendation for consideration by the Board of Trustees.

EDAG selected Ed Czupryn, owner of the Park Forest Currency Exchange, as the **9th Annual Sam Montella Business Person of the Year** at their November meeting. This award was bestowed on Mr. Czupryn at a Board meeting in December.

In lieu of attending the International Council of Shopping Centers (ICSC) annual convention in 2018, Staff is working with a **real estate consultant to promote Park Forest** to local and regional businesses and accompany Staff to meetings with prospects. His work will focus on the former Norwood Square property, the 211th Street TOD area, Central Court Plaza, and DownTown Park Forest. He will identify regional retail users, make appointments focusing on retail, service and restaurants, and accompany Village Staff to appointments when possible.

Representatives of **Homewood Disposal** have submitted a draft site plan for development of 57 South Street to replace the building destroyed by fire in 2017. The new facility will be for maintenance of dumpsters and vehicles. Staff have provided comments on the site plan and are awaiting revisions. Homewood Disposal has indicated that they intend to apply for Enterprise Zone incentives and may apply for Cook County Class 8 incentives.

The **Will Cook Enterprise Zone** is well underway with six qualifying new construction and renovation activities in Monee, University Park, and Matteson. Homewood Star Disposal's new facility (57 South Street) and ForeBio Nutrition (80 North Street) will be the first Park Forest applicants. Enterprise Zone information was also provided to Spins and Wins and Continental Midland Group.

Village staff and the Chicago Metropolitan Agency for Planning (CMAP) began working on the draft **Unified Development Ordinance** (UDO) in 2013. As of October, 2017, the draft UDO was complete and public open houses were held in October and early November for all Park Forest residents, businesses and commercial/industrial property owners. The Planning and Zoning Commission conducted a formal public hearing on both the text of the UDO and the zoning map amendments and the draft Ordinance was presented to the Board in November and December, 2017. The UDO was adopted by the Village Board in December 2017. The UDO represents a comprehensive revision of the zoning, subdivision and storm water management ordinances to be consistent with more modern land development practices and to ensure consistency with the Village's comprehensive plan, especially the Sustainability Plan element. The Village's consulting engineer is still working on the storm water management ordinance, which is expected to be presented to the Planning and Zoning Commission and Board for approval in spring 2018.

The **South Suburban Land Bank and Development Authority** (SSLBDA) continues to support Park Forest's land development efforts. To date, the SSLBDA has directly benefitted the Village in the following ways:

- Seven single family homes sold by the SSLBDA. These are all homes that were formerly vacant and foreclosed. Four of the homes were sold to owner occupants.
- Two single family homes currently owned by the SSLBDA and being marketed for sale (286 Arrowhead Street and 408 Sauk Trail).
- Twenty-three vacant lots owned by the SSLBDA. All but one of these lots (130 Warwick Street) are located in the Eastgate neighborhood. These lots were purchased as part of the BRP demolition grant and will be transferred to the Village when the BRP grant is closed-out.

- One commercial property is owned by the SSLBDA (381 Blackhawk Dr/former Lube Renew).
- Two vacant lots in Eastgate were transferred by SSLBDA to the Village for land banking.
- The Village is in the process of transferring 122 Nashua Street to the SSLBDA for sale and rehabilitation.

The SSLBDA now has 21 municipal members, including Park Forest, Oak Forest, Blue Island, Richton Park, Sauk Village, Midlothian, Hazel Crest, Phoenix, Summit, Steger, Joliet, Chicago Heights, Ford Heights, Robbins, Lansing, Olympia Fields, Homewood, University Park, Matteson, Lynwood, and Kankakee. Hildy Kingma is now the Vice Chair of the Board of the SSLBDA.

The tax reform legislation approved by Congress and the President in 2017 includes provisions for a new incentive that may be of benefit to the Village of Park Forest. The new **Opportunity Zones** will take advantage of the \$2.2 trillion in capital gains currently not invested in anything because investors are trying to avoid paying the capital gains tax. Under the new law, investors will be able to defer (up to nine years) paying tax on gains if those gains are invested in qualified Opportunity Funds that in turn invest in economically distressed communities (Opportunity Zones) designated by the governor of each State. Investments must benefit small businesses and can be in the form of land acquisition/development or business development (equipment, inventory, etc). Opportunity Zones are census tracts with an individual poverty rate of at least 20 percent and median family income no greater than 80 percent of the area median. All of Park Forest's census tracts qualify as Opportunity Zones. However, each State is permitted to designate only 25 percent of their census tracts as Opportunity Zones. This comes to a little over 300 census tracts in the State of Illinois. The Governor's Office is currently taking input from municipalities about the projects that could be enhanced by the investments that would be available through the Opportunity Funds. Economic Development and Planning Staff have submitted a map and list of projects that includes 16 potential projects in every census tract in the Village. The final list of 300+ census tracts must be submitted to the US Treasury Department by the end of March. After Treasury certifies the zones, and the IRS and Treasury write the final rules for the program, the State can begin to advertise the land, development projects, and businesses that are available for investment.

The Planning and Zoning Commission began working in late 2016 on an update to the *Homes for a Changing Region* housing policy plan. Assistance was provided by SSMMA, CMAP, the Metropolitan Planning Council (MPC), and the Metropolitan Mayors Caucus (MMC), as well as Village Staff. The Planning and Zoning Commission approved the **Comprehensive Housing Plan** in November, and it will be presented to the Board of Trustees in February for adoption as the updated housing element of the Village's comprehensive plan.

The Department is initiating development of a **climate action/resiliency plan**. The Environment Commission and two members of the Planning and Zoning Commission will act as the Steering Committee to provide public input on the plan as it is developed. Full public review will be conducted when a draft plan is completed. The Village's new Sustainability Intern, Raja Alfraihat, has compiled a greenhouse gas (GHG) inventory to update the GHG inventory completed for the Sustainability Plan. These inventories will provide the baseline for development of a GHG reduction goal to be included in the plan. The goal is to complete this plan by the end of 2018.

Department Staff is working on a **new shop local program** to encourage residents and business owners and managers to think first about Park Forest businesses. Park Forest households and businesses will be encouraged to spend \$150 per quarter with Village businesses. After the first \$50 is spent, and receipts submitted to document these expenditures, the participants will be invited to choose an item of Park Forest “swag” – a coffee cup, calculator, etc. Once the participant submits \$150 in receipts, it will be entered into a drawing for a \$100 credit on their Village water bill. Notice of this program will be provided in the water bill and other means. The drawing will take place at the end of each of the second, third, and fourth quarters of 2018. Residents and business owners will be encouraged to use the *Park Forest Shopping and Service Guide* as their resource for expenditures.

The Community Relations Coordinator planned and held a very successful, first annual **Park Forest Community Oscars Night** on January 27. More than 200 people attended this event at Freedom Hall to see 39 of their friends and co-workers receive Park Forest Oscars for their contributions to the community.

The Commission on Human Relations is developing a **Freedom Hall Lecture Series** “to better acquaint the citizens of Park Forest with the reality of racial divisiveness that continues to plague our nation and to develop some meaningful local dialogue for addressing the issue” (Mayor Ostenburg). The lecture series, to be held quarterly, will include a knowledgeable speaker or author at each lecture who will address the topic and lead an interactive discussion with the audience. The first lecture is being planned for March or April. This program is in response to the Mayor’s call to action after the tragic events in Charlottesville, Virginia, in August 2017.

The Commission on Human Relations held a **Block Club informational meeting** on February 13 to assist interested community members in starting block clubs. An update on this effort will be provided at the Board’s workshop.

The Commission on Human Relations will hold its **Black History Month** program on February 24, immediately after the Board’s workshop. The program is a One Man Show, entitled “SUPERMAN, BLACKMAN, ME”. The show was written by and is acted by Jonathan Kitt, a 2010 graduate of The Theatre School at DePaul University and currently a professor of theatre at Clark Atlanta University in Atlanta, Georgia. This semi-autobiographical piece “explores the trials and tribulations of growing up, living life as a Black man and is peppered with stories of his father, grandfather and others in his family. Told with humor and poignancy, Jonathan also looks at Black icons from the past and present to give his unique take on what it means to be a Black Man...a superman in these United States of America.”

The Community Relations Coordinator and Commission on Human Relations have launched a **local welcome wagon committee** for new residents. The first activity was a community bus tour held on November 29, 2017. The second community bus tour will be held on April 25, 2018. The tours are designed for residents who moved to the Village within six months prior to the event, but it is open to all residents. The tour introduces residents to the public facilities in the community and the various neighborhoods. During the tour, Staff also has an opportunity to inform the residents of a variety of activities underway in the Village.

The **Realtors Brunch** was held on January 24, and included a presentation by the Illinois Housing Development Authority and an opportunity for Realtors to get a free “head shot” photograph for use in their marketing endeavors.

June will be **Resident Appreciation Month** and will include the annual Village Resident BBQ (June 13), Jazz night, House Music Night and an Ice Cream Social. The dates for most events have not been determined, but all events will be located on the Village Green or at Dining on the Green banquet facility.

MEMO

Date: February 9, 2018
To: Mayor John Ostenburg
Board of Trustees
From: Roderick Ysaguirre – Director of Public Works/Village Engineer
RE: The Department of Public Works Financial Update

The following is an update to various projects and/or issues currently being handled by the Department of Public Works. The current status and/or finances are presented here, as well as any new and/or upcoming regulations and code compliance that may affect the Village. The topics presented herein are related to the following funds, Motor Fuel Tax Fund, Sewer Fund, Water Fund, Parking Fund, and General Fund/Additional Projects.

MOTOR FUEL TAX FUND

Fund Description

DPW uses MFT funds for eligible annual maintenance projects and eligible day labor maintenance expenses. These maintenance projects include pavement rehab, pavement marking, street sweeping, curb side vegetation control, and street signing. DPW also uses MFT Funds for contractual traffic signal maintenance, salt and calcium chloride purchases, street lighting materials, and electricity costs. MFT funds are also used by the Village to fund work related to capital projects such as the Design Engineering, Construction, and Construction Engineering and/or used as a source of Village cost participation for eligible capital projects.

Process

Every month, the Village receives an allotment of Motor Fuel Tax (MFT) funds from the State of Illinois. The amount of MFT funds allotted to Park Forest is based on Village population and the amount of gas purchased throughout the state (19 cents/gal. gas and 21.5 cents /gal. of diesel). The allotments are deposited/recorded into an unobligated account where the funds wait for approval to be expensed. When the Village would like to use MFT funds for an eligible expense, the Village first must request the amount of funds to be used by Resolution, and when reviewed and approved by the State, that amount of funds are transferred/recorded to an obligated account on the Department of Transportation records and ready to be expensed. Allocated/obligated money that is not used during the maintenance year is reallocated back into the Village's unobligated balance which can be used for future expenditure. This process along with the monthly allotments is how the Village builds and maintains a reserve of the Village's MFT funds.

Recent History

According to the 2010 census, the population of Park Forest has decreased from 23,462 to 21,975. DPW anticipated that this decrease in population would contribute to any decrease in MFT funds allotted for Park Forest. Village staff will continue to monitor for this and has attached a MFT Allotment Spreadsheet which shows the past and current trend.

The Local Government Component of Illinois Jobs Now was a six year program which provided an annual one-time supplemental allotment of MFT funds to local agencies. These one-time allotments increased the MFT fund by approximately 17%. The Village has received 6 out of the 6 supplemental allotments as seen on the attached MFT Allotment Spreadsheet (2011 to 2015). This increase in MFT allotments brought MFT funding back to levels the Village was receiving prior to FY04 which was around \$674,151 dollars.

In July 2014, a new state capital construction bill was signed and it was to invest 1.1 billion in road and bridge projects. \$100 million of it, was planned to go to municipal and township governments to improve infrastructure at the local level. Since the end of the 6 year Local Government Component of Illinois Jobs Now, DPW has not seen any increase in its allotments. Media reports indicate that under the new Governor, the state used most of the construction bill to fill budget needs elsewhere.

On October 19th 2015, staff received notice that due to lack of a state budget, Local Agencies will not receive any allotments. IDOT stated that they will conditionally approve any maintenance resolutions with the understanding that actual work will be conducted giving priority to safety concerns. If Local Agencies do not have a sufficient Unobligated Balance to continue during that time, arrangements to finance the costs with local funding would need to be made or projects would need to be placed on hold. The State eventually released withheld MFT allotments.

In November, the “Lock Box” legislation passed which prohibited MFT funds to be used to fill state budget gaps and/or used elsewhere. Staff is unaware of any new policies or directions on how the funds will be utilized or distributed.

In response to this issue, the discussions of reducing the Local Municipal Fund Share Program, and with vehicles becoming more fuel efficient, CMAP has begun researching and evaluating alternative ways to collect and distribute the Illinois Motor Fuel Tax.

Update: No update, the Village continues to receive its monthly allotments.

Salt

The purchase of salt is one of the bigger maintenance expenses in the Village’s MFT fund and has taken a larger portion of the MFT allotment in past years. The Village participates and utilizes the State of Illinois Joint Purchase Agreement for road salt. Under this agreement, Local Agencies submit an application to participate along with a requested quantity. The State then solicits the bids for all that participate and identifies a lowest bidder for each agency along with a unit price. Under the Village’s agreement, there is an 80% minimum & 120%

maximum purchase clause of the requested amount. The following is a summary of past years:

Snow Season	Unit Price/Ton (Vendor)	Tons Purchased	Total Spent
2008/2009	\$103.47 (Morton) \$155.58 (N.American)	470 <u>1,330</u> 1,800 Total	\$ 48,630.90 <u>\$ 206,921.40</u> \$ 255,552.30
2009/2010	\$72.54 (Morton)	2,277	\$ 165,173.58
2010/2011	\$58.67 (Morton)	2,274	\$ 133,415.58
2011/2012 Mild winter	\$58.67 (Morton)	1,688(min purchased)	\$ 99,034.96
2012/2013 Mild winter	\$49.93 (Morton) New Contract	983 (min purchased)	\$ 49,081.19
2013/2014 Heavy winter	\$49.93 (Morton) Contract renewal	2,048.74 (max purchased)	\$ 102,293.59
2014/2015 Mild winter	\$109.94 (Morton) New Contract	2,102.91(min purchased)	\$ 231,193.93
2015/2016 Mild winter	\$109.94 (Morton) Contract renewal	1,581(min purchased)	\$ 173,815.14
2016/2017 Mild winter	\$44.46 (Compass Minerals America) New Contract	1,586.32 (min purchased)	\$ 70,527.78
2017/2018 Current Season	\$44.46 (Compass Minerals America) Contract Renewal	1,350 (requested) 1,080 (min) 1,620 (max) 1,200 ordered to date	\$ 99,000 (budgeted) \$ 72,025 (most Village would spend)

Prior to the 2008/2009 season, salt was less than \$40 per ton and that included delivery to the Public Works Yard. In 2014, DPW constructed a 72 foot diameter salt dome with a rated capacity of 2,510 tons and a usable capacity of 2,134 tons. The goal is to purchase salt when prices are low and store as much as possible for use in the upcoming season.

Update: DPW renewed the Village's contract with Compass Minerals America Inc. from Overland Park, Kansas for the upcoming season. The Village's salt dome was approximately 85% full (1,814 tons) going into the 2017/2018 season. To date, DPW has ordered 1,200 tons of salt.

Lincoln Hwy. (Route 30) Landscape Enhancement – ITEP Project

The Village received Illinois Transportation Enhancement Program (ITEP) funds to improve the appearance along the Lincoln Highway Corridor. This project consists of removing the existing wooden fence along with the unwanted shrubs and trees on the Village side (South) of Lincoln Highway. The area will then be landscaped with a new composite fence, desirable plants and trees and a sidewalk from Orchard Drive to just west of Indiana Street where it will connect to an existing sidewalk.

The new privacy fence has been determined as an ineligible participatory item. Therefore, all expenses related to reinstallation of the new fence will need to be fully funded by the Village. For example, \$10,000 dollars in additional engineering services was needed to survey property lines to properly locate this proposed fence. This work was charged to the Village General Fund and construction costs related to this fence will also be charged to the General Fund where \$239,601 dollars has been budgeted for this work. Larusso Cement Contractors, Inc. is the contractor for this project. This project is substantially complete. Below is a current breakdown of current costs and status.

	Federal 80%	Local 20%	Total	Status
Design. Engr.	\$47,600	\$11,900	\$59,500	\$ 69,500 Final cost for this phase. Completed.
Fence Design (100% Village cost)		<u>\$10,000</u>	<u>\$10,000</u>	
		\$21,900	\$69,500	
Construction (As Bid)	\$340,413.69	\$244,773.88	\$ 585,187.57	Current Adjusted Value \$ 54,194.97 of Local Match paid back to IDOT to date.
Construction (As Built)	\$357,744.98	\$252,970.52	\$610,715.50	
Construction (minus fence costs)	\$286,195.98	\$71,548.99	\$357,744.98	
Fence Const. (As Bid)		\$244,773.88	\$244,773.88	\$ 246,092.61 of Local Match paid back to IDOT to date. Current Adjusted Value
Fence Const. (As Built)				
(100% Village Cost)		\$252,970.52	\$252,970.52	
Construction Engineering	\$55,040	\$13,760	\$68,800	\$68,800 of Total paid to date, work is still in progress.
Additional CE costs due to extended project duration.	\$13,600	\$3,400	\$17,000	\$17,000 of additional costs are expected and yet to be approved by

				IDOT. There may be a portion of these costs that will be 100% funded by the Village due to Fence oversight.
Grand Total	\$402,435.98 52.5 %	\$363,579.51 47.5%	\$766,015.50	Current Estimate of Final costs

Update: Construction began in September 2015 and then shut down due to IDOT roadway work along Route 30 (Lincoln Hwy). This project resumed construction in March 2016. In Spring 2017, the plantings were completed and a recent inspection was completed. 15 trees need to be replaced. Work is approx. 99.9% complete. DPW and Recreation and Parks are now performing the Village's on-going maintenance as agreed to by the Village's improvement agreement. Agreement to final costs and payment of bills are ongoing.

Bicycle Pavement Markings

When Orchard Drive was reconstructed, bicycle lanes were incorporated to provide a bikeway and connection to the Old Plank Road Bike Trail. Old Plank Road Bike Trail provides regional access for walkers, runners, and bicyclists. To build on that access, staff sought to expand bike ways along other village collector roads to establish a Village bikeway network. DPW along with the Sustainability Coordinator, were able to obtain funding through the Congestion Mitigation and Air Quality (CMAQ) Improvement program for bicycle pavement markings, related signage, and an education component to encourage alternative modes of transportation. After project award, DPW staff decided to perform the design and construction engineering for this project. Bikeway pavement markings were installed along Lakewood Blvd. (Sauk Trail to Orchard Dr), Blackhawk Drive, Westwood Drive (Sauk Trail to Orchard Dr), Wildwood Drive, Shabbona Drive and South Orchard Dr. (Sauk Trail to Monee Rd). Below is a breakdown of current estimated costs and status.

	Federal 80%	Local 20%	Total	Status
Design Engr	N/A	N/A	N/A	N/A
Construction (Egr Est.)	\$103,040	\$25,960	\$129,000	
Construction (As Bid)	\$95,991	\$23,998	\$119,989	
Construction (As Built)				\$ 106,378.05 is the final cost of

	\$85,102.44	\$21,275.61	\$106,378.05	Const. \$ 21,275.61 paid back to IDOT to date. Final bill has been paid.
Implementation Funded at 50%	\$5,000	\$5,000	\$10,000	In Progress
Total	\$90,102	\$26,276	\$116,378	Current Estimated Final Costs

Update: The construction phase is completed and final construction bill has been paid by the Village to the State.

Indianwood Blvd. (Sauk Trail to Monee Rd.) and Illinois Street (Western Ave. to Orchard Dr.) Improvements

These are two new Federal Aid Route roadways that have been made eligible for federal aid funding. Indianwood Blvd. will be completed first and Illinois Street construction is currently planned to begin in 2019. The Federal Fiscal Year is Oct. 1. The planned improvements consist of milling and resurfacing, pavement patching, curb and gutter replacement, sidewalk improvements at intersections, pavement markings, signage, driveway replacements, sewer adjustments and reconstructions, and restoration. The current funding ratios for these projects are 80% Federal and 20% Local.

Indianwood Blvd. Resurfacing Update: The Bid Opening date was Nov. 4th 2016, Iroquois Paving was the lowest bidder in the amount of \$ 1,592,827. This is \$ 65,832 below the engineers estimate. This project does contain Non-Participatory construction which consists of street name signs and specific traffic signs. Construction is completed and adjustments to final costs are expected. Below is a current breakdown of costs and status.

	Federal 80%	Local 20%	Total	Status
Design Engr	\$87,261.12	\$21,815.28	\$109,076.41	\$ 109,076.41 Final cost for this phase. Complete.
Additional Engr for Special Waste (100% Village cost)		\$9,150	\$9,150	\$5,745.80 Final cost for this work. Complete.

Construction (Engr Est)	\$1,800,915.20	\$450,228.80	\$2,251,144	Construction Completed. Final cost TBD. \$ 272,842.53 of Local Match paid back to State to date.
Construction (As Bid)	\$1,254,705.06	\$313,676.26	\$1,592,827.33	
Construction (As Built)	\$1,120,000	\$280,000	\$1,400,000	
Construction (Est. Non-Participatory)	\$0	\$24,446	\$24,446	\$ 0 of Local Match paid back to State to date.
Construction Engineering	\$162,725.76	\$40,681.44	\$203,407.20	\$ 177,111.12 of Total paid to date.
Total	\$1,369,986.88	\$376,092.72	\$1,746,079.61	Current Estimate of Final Costs

Illinois St. Resurfacing Update: Design work for this project is currently underway. This project does contain Non-Participatory construction which consists of work in Illinois Ct, street name signs and specific traffic signs. Below is a current breakdown of estimated costs and status.

	Federal 80%	Local 20%	Total	Status
Design Engr	\$96,800	\$24,200	\$121,000	\$ 37,288.22 of Total Paid to Date. In Progress.
Construction (Engr Est.)	\$1,110,640	\$277,660	\$1,388,300	Estimate
Construction (Est. Non-Participatory)	\$0	\$0	\$0	Unknown at this time.
Construction	\$111,040	\$27,760	\$138,800	Estimate

Engineering				
Total	\$ 1,318,480	\$329,620	\$1,648,100	Current Est. of Costs

Other MFT Projects

Traffic and Street Name Sign Replacement Project is on-going. DPW has a blanket replacement plan identified and has completed an initial survey of all traffic signs. DPW has created a 10 Year plan outlining areas to be replaced. The first contract replaced all traffic and street name signs in the East Lincolnwood Area. The second contract replaced the signs in the Will County portion of the Village.

Update: Traffic Control and Protection will complete the third contract at a bid cost of \$56,786.57. The area of replacement will be in the “W” street areas. Work is anticipated to be completed Spring/Summer 2018.

DPW submitted Functional Reclassification Requests to the Technical Advisory Group (TAG) of SSMMA to request Westwood Dr./Norwood Blvd. (Sauk Trail to Western Ave.), South Orchard Dr. (Sauk Trail to Blackhawk Dr.), and Shabbona Dr. (Sauk Trail to Indianwood Blvd.), be reclassified as Collectors and become part of the Federal Aid Route System. The recommendation from the TAG was made to the Transportation Committee (TC) who voted to approve these recommendations as well.

Update: The SSMMA Traffic Committee recently approved Shabbona Drive into the current 5 year STP program. This is important because CMAP will be making recommendations to the CMAP Committee to put a moratorium on STP funding until 2021 as it restructures its methodology on how STP funds are distributed to the regional councils. The vote was scheduled for early October. At this time, Park Forest has Indianwood Blvd., Illinois St, and now Shabbona Dr. are on the list to receive STP funding before the cut off.

SEWER FUND

Fund Description

DPW uses Sewer funds for eligible annual maintenance projects and eligible day labor maintenance expenses. These maintenance projects include but are not limited to, sewer cleaning and televising, replacement/repair, rehab (lining), lift station maintenance and replacement, sewer structure replacement/repair, concrete/asphalt restoration, inflow and infiltration analysis, storm water management, and spoil disposal. DPW also uses Sewer funds to fund engineering services work related to capital projects such as Design Engineering, Construction, and Construction Engineering and/or used as a source of Village cost participation for eligible capital projects.

Process

Every month, the Village receives revenue by the collection of fees charged to residents and businesses. The fee collected is based on the amount of water used that is recorded by the

water meter. This is how the Village builds and maintains a reserve of the Village's Sewer funds.

Recent History

Beginning with the 2014/2015 Budget, all storm sewer related work was combined into the Village Sewer Fund from the Village General Fund. This will allow for much needed work on the storm sewer system as well as provide funding in the General fund for much needed roadway improvement projects on local roads.

In 2005, Thorn Creek Basin Sanitary District implemented a plan to District wide wet-weather related issues. One component of the plan was to implement an Inflow and Infiltration (I&I) limit program on communities which deliver sanitary flows to the District for treatment. In July 2013, the Village was notified by Thorn Creek Basin Sanitary District of its immediate dismissal of its Inflow and Infiltration Compliance Ordinance and the Village's requirement to meet this ordinance. The District states that USEPA has begun to implement active, direct oversight and enforcement of municipal sewer system owners, therefore, eliminating District involvement. DPW thus anticipates the EPA will soon begin to oversee I&I operations of the communities that were under the District's I&I ordinance.

The Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) is now tasked to oversee storm water management for all of Cook County. MWRDGC developed the Cook County Storm Water Management Ordinance to regulate construction projects and development within Cook Co. There is a provision that allows municipalities that have corporate limits in Cook Co. as well as in a collar county, the choice to adopt a storm water management of either county. Park Forest currently adopted the Will County Storm Water Management Ordinance and advised the Village Board to opt out of CCSWMO and continue with the WCSWMO. Upon comparison of the two, the Cook Co. ordinance was more restrictive to projects and developments, therefore possibility negatively impacting future development within the Village. The Will County Storm Water Management Ordinance is still subject to revisions and updates and may one day equal that of the Cook County Ordinance. DPW continues to work with the Economic Development department to introduce sustainable storm water infrastructure (BMP's) into the Village's development codes.

Chloride Rule

A new water quality standard regulation that is in the works is the Reduction of Chlorides in the Chicago Area Waterway System (CAWS). Effective July 1, 2015, The Illinois Pollution Control Board (IPCB) has adopted new limits on the amount of chlorides in CAWS to 500 mg/L on a consistent basis. The IPCB has provided a delay in the implementation until July 1, 2018. During this 3 year period, MWRD was tasked by the IEPA to form and administer a stakeholder work group to discuss and develop ways to address the chloride issue and request more time. On July 15, 2015, MWRD submitted a petition on behalf of itself and all communities within the CAWS to the Illinois Pollution Control Board to issue a variance and stay of the chloride standard. The goal of the work group is to seek a water body specific/watershed compliance by every community doing their part instead of everyone on their own. The 5 work groups will discuss Legal, Data Acquisition, Best Management Practices, Water Quality, and Social and Economic Impact for this rule and how it affects

compliance. DPW will keep monitoring this topic and seek ways that the Village can begin to contribute towards compliance.

Update: DPW continues to research anti-icing equipment and budgeting to include anti-icing equipment with the purchase of new snow fighters.

Pollution Discharge Elimination System (NPDES)

A potential issue that may require funds in the future will be for National Pollutant Discharge Elimination System, (NPDES) related projects. DPW continues to budget funds for any expenses or changing regulations related to this issue.

Update: DPW submitted the Village’s Annual NPDES Report which consists of accomplishments of the Village’s Permit. Time frame consists of activities completed March 2016 to March 2017.

DPW’s goal is to continue with its I&I investigation and remediation efforts as well as, work to comply with any applicable regulations and/or requirements such as The Clean Water Act and programs such as Capacity, Management, Operation, and Maintenance (CMOM) which purpose is to reduce sanitary sewer overflows (SSOs). With proper planning and remediation, the Village may continue to remain in good standing with the EPA.

By continuing this work, this can be seen as a sustainable effort. If the Village can reduce the amount of rain water into the sanitary system this would aid the Sanitary District in not having to treat excessive flow which comprise of all this additional rain water.

Lining of Twin Culverts (Krotiak Park to Westwood Dr.) – Tributary D: The Village owns and maintains two underground storm sewers which drain storm water collected from the West, SW, and Central parts of the Village. These storm sewers are in need of replacement due to deteriorated bottoms of the existing corrugated metal pipes. DPW has televised and inspected the east and west drainage ways and met with Baxter and Woodman Consulting Engineers to discuss analysis and possible rehabilitation options. Lining these pipes was the most cost effective option. Current flood plain, FEMA FIRM maps and MWRD Inundation Maps were all reviewed and considered during the analysis as well as any required permits. Baxter and Woodman completed the design and Insitu-form Technologies USA LLC are the awarded contractor. The cleaning and televising of these sewers has been completed and lining is scheduled to begin late February 2018. Below is a current breakdown of costs and status.

	Projected Total	Status
Feasibility Study/Analysis	\$18,000	\$12,067.50 Final Cost. Work completed.
Design		

Engineering	\$44,200	\$20,970.69 Final Cost. Work Completed.
Army Corp Permit	\$20,000	Not required.
IDNR Permit	\$2,570	\$2,570 Final Cost.
Construction (Egrs. Est.)	\$1,094,300.00	
Construction (As Bid)	\$794,158	
Construction (As Built)	\$ TBD	Work has begun. Lining is scheduled to begin late February 2048.
Construction Engineering	\$36,560	\$ 3,662.73 Paid to date.
Total	\$915,488.00	\$39,270.92, Total Costs paid to date.

Sangamon Lift Station Replacement: The original Sangamon Street lift station is still currently in operation but is at the end of its useful life. This facility is requiring constant repairs, expensive contractual maintenance, and daily maintenance from Village crews. DPW sought the services of Baxter and Woodman Consulting Engineers to design a new lift station to include submersible pumps, a new wet well, emergency power generator, and set up for future SCADA capabilities. Design was completed and Spiess Construction Company is the awarded Contractor. Below is a breakdown of current costs and status.

	Projected Total	Status
Design Engineering	\$45,000	\$45,000 Final Cost. Work Completed.
Soil Borings and Forms	\$1,911	\$1,911 Final Cost. Work Completed.
Construction (Engrs. Est.)	\$500,000	
Construction (As Bid)	\$375,000.00	
Construction	\$ TBD	Work has begun. \$ 155,946.60 Paid to

(As Built)		date.
Construction Engineering	\$38,800	\$ 18,400.47 Paid to date.
Total	\$460,711	\$ 221,258.07 Total Costs Paid to date.

Update: Steve Spiess Construction was the lowest bidder in the amount of \$375,000, \$125,000 below the Engineer's Estimate. Work has begun and approximately 50% complete. Remaining items to be completed consist of gas and electrical service, pump installation, generator installation, paving, and fence installation.

Thorn Creek Subdivision Improvements: In 2011, after some heavy flooding in the Thorn Creek Subdivision, a drainage study was conducted by Christopher Burke Engineering. The study recommended to upsize the storm sewer running from 26 to 23 Thorn Creek Drive from a 36" to a 48" storm sewer and replace the dual 36" culverts under the driveway of 23 Thorn Creek with a 4' x 10' box culvert. In the winter of 2016, DPW approached Will County for assistance with this project, as Staff became aware that they had modest grant funds available. In April 2017, the Will County Storm Water Management Committee awarded the Village \$23,200 for this project, if constructed prior to November 2017. DPW completed the design work with In-House Staff and bid the project. Below is a breakdown of current costs and status.

	Projected Total	Status
Design Engineering	\$ 0	Completed by In-House Staff
Construction (Engr Est.)	\$149,535	Work has begun and is 75% complete. \$79,101.85 Paid to date
Construction (As Bid)	\$115,570	
Construction (As Built)	\$ TBD	
Construction Engineering	\$0	To be completed by In-House Staff.
Total	\$115,570 <u>(\$23,200) Grant</u> <u>\$92,370</u>	DPW has received the \$23,200 Grant. Total Projected Costs

Update: Austin Tyler, was the lowest bidder in the amount of \$115,570. \$33,965 below the Engineer's Estimate. Work is approximately 75% done and DPW has received \$ 23,200 in grant funding from Will County Storm Water Management Committee.

WATER FUND

Fund Description

DPW uses Water funds for eligible annual maintenance projects and eligible day labor maintenance expenses. These maintenance projects include but are not limited to, water main replacement/repair, rehab (lining), Well, Water Tower, and Water Plant maintenance and replacement, water structure replacement/repair, concrete/asphalt restoration, fire flow analysis, compliance testing, water treatment, and spoil disposal. DPW also uses Water funds to fund engineering services work related to capital projects such as Design Engineering, Construction, and Construction Engineering and/or used as a source of Village cost participation for eligible capital projects.

Process

Every month, the Village receives revenue by the collection of fees charged to residents and businesses. The fee collected is based on the amount of water used that is recorded by the water meter. This is how the Village builds and maintains a reserve of the Village's Water funds.

Recent History

Lead and Copper Legislation

In January 2017, Public Act 00-0922 (Senate Bill 0550) was signed into law which established lead testing requirements and protocols for schools and day care facilities as well as requirements for water providers to inventory known lead potential and provide notification during water distribution work.

Discolored Water

Discolored water has been a major inconvenience in the past for many residents and businesses. This discoloration is caused from loose iron based sediment from the internal corrosion of the unlined cast iron distribution mains. Iron oxide builds up over time and when disturbed, it breaks up and discolors the water. With time, this sediment will settle and the water will run clear. DPW performs periodic hydrant flushing, has performed a more thorough Uni-directional flushing project, performs water main replacement projects, and has performed a desktop analysis all in efforts to investigate and reduce the reoccurrence of discolored water. This work needs to continue as the iron oxide will continue to build within the system as time goes on.

When the new water plant was brought online, it was designed to not have to use a blended phosphate for corrosion control like Village operators used to do with the old water plant. Within a few years, testing showed and warranted the need to reintroduce the use of a blended phosphate into the water treatment process for control corrosion, water quality control, and

biofilm development control. Presentations were made to the Village Board and the Environment Commission about the process and an IEPA permit was obtained to use phosphates into the water treatment process. Phosphate addition began in February 2015.

Since then, discolored water complaints have reduce dramatically, hydrant flushing time has reduced to one half hour from 1 to 2 hours at times, and testing has produce better results.

Update In 2017, 30 Lead and Copper tests were completed. These tests are performed every 3 years and helps determine the corrosivity of water which contributes to the corrosion of mains, discolored water, and in turn the increased risk of the leaching of lead and copper into the water. In 2014, the average result was 11 mg/L, the max allowable is 15mg/l, and this year the average result was 2.3 mg/L. Supplemental tests will be completed and staff will continue to monitor water quality.

Water Main Breaks Village Wide

The following is an update on the number of water main breaks this calendar year and recent past years.

Calendar Year	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	Ave.
# of Water Main Breaks Repaired	31 to date	154	165	117	99	133	201 Highest	167	111	82	154	138 per year

Update: To date for this year, DPW has repaired 31 water main breaks. Around this time last year, staff repaired 25 main breaks. DPW anticipates additional breaks throughout the rest of this year. Monies spent for water main breaks are for labor hours, equipment usage, materials, various restorations, and at times, cost to private contractors.

Water Mains in Multi-Family Areas

When the Village was first developed, potable water was supplied to residents by a 2 inch water main that was installed through the foundation walls of the basements throughout the Multi-Family Areas. Smaller water lines then stubbed off of this 2 inch and that serviced each individual unit. The Village has maintained these 2 inch mains over the years since that time. After researching financial sustainability, equal service, and staffing liability, staff sought ownership transfer of these water lines to the private property owners. Staff discussed this option with legal counsel and proceeded to meet with representative of the Multi-Family Areas and provided a proposed agreement with exhibits that redefines maintenance responsibility. On an additional note, maintenance of sanitary sewer mains is becoming an issue similar to these water lines. These sewers are on private property and accessibility is a challenge. A maintenance transfer of this utility may be of interest for the Village to discuss. As of January 1, 2016, the Village no longer is maintaining these 2 inch water lines. Village maintenance will terminate at and include the water shut off or consist of only those portions of these water lines, outside of the units.

Hydrant Flushing

The intent of flushing hydrants is to remove silt, rust, debris, and stagnant water from within the water distribution system. This is a standard maintenance procedure that all water utility owners need to perform. In past years, Village crews performed hydrant flushing twice a year. This consisted of a three night period with the Village divided into three areas. This time frame did not produce the desired results. DPW then contracted with ME Simpson to perform a Uni-Directional Flush program and supply the Village with a survey and log of flushing operations so that Village crews can re-perform uni-directional flushing as its new flushing program. In order to perform a complete Village wide flush, a dedicated crew and approximately 1-2 months of time needs to be allotted. At this time DPW is performing scaled down versions of the uni-directional flushing. Dead end mains and areas that have a recurring frequency of discolored water have priority. This will be an ongoing maintenance responsibility for DPW.

Update: DPW completed the Fall flush in October 2017. The next flush is scheduled for May 2018. Staff has developed an online up to date flushing map that residents can see on the Village Website to view daily progress and anticipate when flushing will occur in and/or around their residence.

Water Plant Maintenance

Every year water plant staff continues to maintain various major water plant maintenance projects/issues. The new water plant was brought on line in 2007/2008. Below is a list of recent/past major maintenance projects in the Water Plant:

1. Replacement of OSEC Unit 1 – This makes chlorine for water treatment.
2. Replaced and updated the Water Plant video surveillance system – security purposes
3. Replaced raw water meters at wells 1,3,4,5,6 – monitoring purposes
4. Cleaned out filtrate holding tank – maintenance purposes
5. Rebuilt and reset pressure control on 4 inch Cla-valves at water towers – maint. purposes
6. Replaced SCADA at Water Plant and remotes sites – maintenance, security, and monitoring purposes
7. Well 5 Maintenance – Replaced motor and added a Variable Frequency Drive – Maintenance purposes.
8. Chlorine Booster Station at Tamarack Standpipe – To be constructed this Fall.
9. Lime Sludge Removal from Lime Lagoon – Ongoing Maintenance
10. Fluoride Feed improvements – Day tank, dosing pump, containment, and SCADA integration – maintenance purposes
11. Lead and Copper Testing – Recently completed, Ongoing Testing
12. Repaired East and West softener exhaust fans – maintenance purposes
13. Replaced exhaust fan on Aerator – maintenance purposes
14. Replacement/repair on West Softener mixer motor - TBD

These projects/maintenance efforts have required significant funds to maintain and will be reflected in year-end expense totals.

Water Main Replacement and Improvements

Due to numerous water main breaks and fire flow needs, staff and the Village Board are taking proactive approaches for water main replacement. Over the years, the Village Board has made decisions for water rate increases to fund water main replacement projects. The current water rate is \$15.64 per 1000 gallons of water used. The Board has approved a five year plan for water rate increases to end in fiscal year 2018 at a rate of 15.64 per 1000 gallons of water used. Beginning July 1, 2017, water rates increased to \$15.64 per 1000 gallons of water used. This is the last rate increase adopted by the Board. A new 5 year incremental water rate increase plan is scheduled to be brought for Board approval at a future date.

Rate increases will be used to provide a mechanism to fund ongoing operations and pay back IEPA loans. In 2012, the Federal Government gave the IEPA \$1 billion in funds to add to the loan program through the Clean Water Initiative, increasing the chances of loan funds to be available. The Village applied for and received a 5 million dollar, low interest loan through the Public Water Supply Loan Program (PWSLP). The loan will be a 20 year term at a rate of approximately 1.86%. DPW staff uses the budget of 1 million dollars per mile of water main when projecting projects.

DPW recently replaced 4 miles of new water mains. As DPW completes these projects, staff is looking proactively to address other infrastructure needs by pooling other funds into these projects for a more complete project. For example, staff will use General funds to complete the remainder of the roadway not affected by water main installation and will use Sewer funds to replace sanitary and storm sewers in the same areas.

Below is a breakdown of Preconstruction costs.

Source	Amount	Contingency	Total per Fund Source
Water Fund – Water mains	\$4,726,523.93	\$236,333.96	\$4,962,857.89
Sewer Fund - Sewers	\$411,336.00	\$20,564.50	\$431,900.50
General Fund -Roads	\$598,401.20	\$29,915.56	\$628,316.76
Sub Total	\$5,736,261.13		
5% Contingency	\$286,813.06 Split between Water, Sewer, and/or General Funds		
Total	\$6,023,074.19		\$6,023,075.15

Staff plans to utilize the full 5 million dollar loan to fund all eligible construction and construction engineering costs. Any costs above 5 million will be funded by the Water Fund – Fund Balance, where sufficient funds have been identified. Below is a current breakdown of eligible Preconstruction Loan costs and funding.

Construction Costs	\$4,962,857.89
Construction Engineering Costs	\$329,830
Total	\$5,292,687.89
Loan Amount	(\$5,000,000)
Difference to be funded by Water Fund – Fund Balance	\$292,687.89

Costs for the sewer work will be funded in the Sewer Fund – Capital Outlays and costs for roadway work will be funded in the General Fund where sufficient funds have been encumbered over the last two fiscal years for this portion of this project.

Update: Austin Tyler was the contractor for this project with a bid amount of \$5,736,261.13. Final costs are approximately \$350,960.18 below the bid amount. Construction began August 2016 and was completed in Spring 2017 prior to July 1st. Below is a breakdown of current final construction costs and status.

Source	Amount	Extras	Status
Water Fund – Water main	\$4,542,664.65	\$26,316.17	
Sewer Fund - Sewers	\$322,587.00	\$1,255.40	
General Fund -Roads	\$492,018.20	\$429.53	
Sub Total	\$5,357,269.85	\$28,001.10	
Total	\$5,385,270.95		Anticipated Total

Below is a breakdown of current eligible loan costs and funding.

Construction Costs	\$4,568,980.82
Construction Engineering Costs	\$179,074.61 to date \$150,755.39 remaining
Total	\$4,748,055.43
Loan Amount	(\$5,000,000)
Difference to be funded by Water Fund – Fund Balance	(\$251,944.57)

Update: Total eligible loan costs are currently projected to be in the range of \$ 4,748,055. There will also be additional consultant fees to be paid as work is done to close out this project

and with the IEPA. DPW projects that the Village's final loan amount will be below 5 million and that \$ 0 were needed from the Village's Water Fund Balance. DPW and Baxter and Woodman are working to get as much costs included into the loan.

Western Ave. Water Main Extension

Village staff have been approached by Continental Midland Group (CMG) requesting water service. Commitments and pre-annexation agreements have been finalized and staff is now searching for loan funds for design, construction, legal/administration, construction engineering and any contingencies for the installation of a booster/pumping station and 4,400 feet of 12 inch water main to the south property line of the Continental Midland property. Staff was seeking a \$1,750,000 IEPA Loan, but received notice that the IEPA will not have loan funds available due to other project funding commitments. Therefore, staff is looking into a private loan to fund this project. The planning level cost estimate for this project is \$1,500,000.

CMG has agreed to pay back the Village, 2 installments of \$375,000 each (\$750,000 total), as their share of costs for this project. The repayment plan of the Village loan will be by revised water rates which will be brought to the Board for approval and adoption by Ordinance at a future time. Below is a breakdown of current costs and status.

	Projected Total	Status
Loan Application Assistance	\$19,300	\$9,980.33 Paid to date. Work ceased.
Design Engineering	\$93,000	\$53,917.09 Paid to Date.
Plat, Easement and additional WM	\$8,500	\$6,373.75
Soil Borings and Will – South Cook SWCD Permit fees	\$6,600	\$0 Paid to Date.
Land Acquisition	\$10,000	\$10,000 Paid to Date.
Construction (Engrs. Est.)	\$1,278,550	Estimate
Construction (As Bid)	\$TBD	
Construction		

(As Built)	\$TBD	
Construction Engineering	\$126,450	Estimate
Total	\$1,533,080.33	Total Projected Costs to date.
CMG Share	\$ (750,000)	To be paid in 2 installments
Village Final Share to date.	\$783,080.33	

Update: The Village purchased land and needed an easement for the location for the new booster station and associated water main. CMG continues to work with their engineers to design their water service. DPW recently received 95% complete plans from Baxter and Woodman and staff is currently reviewing those plans. An anticipated bid opening date is planned for mid-March 2018.

Tamarack Chlorine Station Improvements:

The IEPA reviews the Water Plant operations with a field visit approximately every 3 years. In July of 2015, the IEPA field inspector commented on Chlorine Booster Facility at the Tamarack Standpipe needed to be replaced due to poor condition. The Tamarack Standpipe is at the far southern end of the distribution system and supplemental chlorine needs to be added to the system to keep the chlorine levels and bacterial testing consistent throughout the system.

This project will be completed in two parts. The first phase will be to construct a concrete building pad, earthwork and site grading, utility improvements that include sanitary, water, electric, and chlorine service lines, and connection work. The second phase will be to install/place the prefabricated building, chlorine injection system, water sampling station, and other internal components. Both phases were bid and will be completed by two different contractors. DPW completed the design work and will perform the construction engineering work with In-House Staff. Below is a breakdown of current costs and status.

	Projected Total	Status
Design Engineering	\$0	Completed by In-House Staff.
Construction (Engr Est.)	\$183,520 Bldg. \$100,730 Utility \$284,250	Work has begun and is approximately 85% complete.
Construction Building (As		

Bid)	\$183,520	\$146,816 Paid to date for Building.
Construction Utility Work (As Bid)	\$64,663.01	\$63, 651.60 Paid to date for Utility work.
Construction Engineering	\$0	To be completed by In-House Staff.
Total	\$248,183.01	\$ 210,467.60 Total Costs Paid to Date

Update: Work has begun and is approximately 85% complete. \$ 210,467.60 out of \$ 248,183.01 has been paid to date.

PARKING FUND

Fund Description

DPW uses Municipal Parking Funds for eligible annual maintenance projects and eligible day labor maintenance expenses to maintain two municipal owned Metra Station parking lots. These maintenance projects include but are not limited to, lot patching, striping, pay box and gate maintenance, snow removal operations, and electricity costs. DPW also uses Municipal Parking Funds to fund engineering services work related to capital projects.

Process

Every day, the Village receives revenue by the collection of fees charged to parking customers. Parking fees are \$ 1.25 per day for each lot. This is how the Village builds and maintains a reserve of the Village's Municipal Parking Funds.

Recent History

Parking usage is low ever since Metra and Canadian National completed station improvements in Lots 1 and 2. Usage has been especially low at the 211th St. Metra Station Parking Lot (Lot 1). When this lot was reopened after Metra station improvements, usage dropped to approximately 1/3rd. DPW made an effort to promote the lots and revamp usage of these lots. Staff offered a 1 month free parking customer appreciation campaign in August 2013 to promote awareness and appreciation to potential and current customers. This effort was advertised in the Star Newspaper, Village Website, signs were placed at the lots, and directional signs were placed throughout the Village. This campaign was not as successful as hoped. Lot usage increased approximately by 30 vehicles in each lot.

Beginning in FY 2015, DPW increased the parking fees from \$1/day to \$1.25/day. This effort was made to make up for the decrease in usage and revenues needed for lot maintenance. Revenues are used for monitoring usage and revenues trends. Below is a current breakdown of revenue & vehicles serviced.

	FY 14 @ \$1	FY 15 @ \$1.25 going forward	FY16	FY17	FY18 To Date
211 th St. (Lincoln Hwy) Station	\$ 39,102.58 39,102 vehicles	\$ 49,744.33 39,795 vehicles	\$ 43,930.65 35,145 vehicles	\$ 38,319.08 30,655 vehicles	\$34,163.40 27,330.72 Vehicles
Matteson Station	\$ 59,498.18 59,498 vehicles	\$ 73,281.58 58,625 vehicles	\$ 66,540.95 53,233 vehicles	\$ 58,234.17 46,587 vehicles	\$22,024.19 17,619.35 vehicles
Total	\$ 98,600.76 98,600 vehicles	\$ 123,025.91 98,420 vehicles	\$ 110,471.60 88,377 vehicles	\$ 96,553.25 77,243 vehicles	56,187.59 44,950 vehicles

Update: Lot usage continues to decrease.

GENERAL FUND/ ADDITIONAL PROJECTS

Roadway Improvements In an effort to address roadway maintenance, DPW and Finance Departments plan to budget \$300,000 every budget year in the General Fund. DPW's plan is to address roadway needs on the Village's smaller local roads while MFT funds will be used to fund the Village's bigger collector roads. Roadway maintenance projects would consist of, but not limited to, pavement patching, crack filling, milling and resurfacing, and/or full replacement. This budgeted amount will also be used to contribute to water and sewer main projects to fund the replacement of the remaining portion of road that is not directly affected by underground work. This contribution will occur on a case by case basis.

DPW's first project consisted of the resurfacing of Homan Ave. (Hickory St. to Homan Ct.), Illinois St. at Homan Ave., Main St. (Orchard Dr. to Cunningham Dr.), and Wilson St. (Lakewood Blvd. to Westgate Dr.).

In conjunction with the 4 mile water main project DPW completed the resurfacing of Owego St. (Sauk Trail to S. Orchard), Mohawk St. (Miami St. to Shabbona Dr.), Suwanee St. (Miami St. to Blackhawk Dr.), Winslow St. (Westwood Dr. to Park St.), Waverly St. (Lakewood Blvd. to Windsor St.), Sherman St. (Douglas St. to Springfield St.), Homan Ave. (Indiana St. to Cul du Sac), Hamlin St. (Homan St. to Illinois St.), and Chase St. (Homan Ave. to Gettysburg St.), 9 Sections.

Update: DPW is currently designing In-House, a water main and road improvement project. DPW's goal is to pool funds from the General, Water, and Sewer Funds to complete the underground work and resurface the entire road similar to what was accomplished during the 4 million dollar water main improvement project. DPW's plan is to replace the water main along and resurface Wilshire St, resurface Sycamore St (Western Ave to South Arbor Trail

and 325 feet along North Arbor Trail), and resurface Birch St (26th to 150 feet south of Bender Rd). Pending official bid prices, Birch St. Coop has committed to splitting half the construction costs for the Birch St. road improvements.

Village Cut-Thru Project

In August 2016, the Village was notified that it had been awarded a \$200,000 Cook County Community Development Block Grant (CDBG). This grant proposed to improve up to eight mid-block pedestrian cut-throughs in the targeted Census Block Groups. Due to costs, the locations were reduced to 5 locations, Indianwood Boulevard to Peach Street, Peach Street to Sauk Court, Green Street to Lakewood Boulevard, Blackhawk Drive to Sangamon Street, and Sangamon Court to Somonauk Park. On October 17th, 2016, the Village Board approved to match this Grant with an additional \$74,000, for a total project cost of \$274,000.

This work consisted of removing the existing 5 ft. sidewalk and installing a 10’ wide asphalt multi-path with appropriate signage, installation of 10 decorative LED lights with associated wiring. The improvement installed 2 LED lights at each location, located mid-lot. This provided a significant lighting upgrade and also allowed for better access for maintenance. Below is a breakdown of current costs and status.

	Projected Total	Status
Design Engineering (Path)	\$0	Completed by In-House Staff.
(Electrical)	\$13,210	Completed by Consultant. \$11,292.96 Final cost.
(Survey)	\$8,100	Completed by Consultant. \$8,100 Final cost.
(Soils Testing)	\$1,016	Completed by Consultant. \$1,016 Final cost.
Construction (Path)	\$221,822.70	Work is completed.
(Lighting)	<u>\$52,921.50</u>	
(Engr Est.)	\$274,744.20	
Construction Path (As Bid)	\$193,250	
Construction Lighting (As Bid)	\$59,600	
Construction		

Path (As Built)	\$180,006.74	Anticipated Final Cost. \$ 200,000 CDBG Grant will cover Path (As Built) costs.
Construction Lighting (As Built)	\$60,886.00	Anticipated Final Cost. \$ 57,841.70 Paid to date.
Construction Engineering	\$0	To be completed by In-House Staff.
Total	\$261,301.74 <u>(\$180,006.74)</u> <u>CDBG Grant</u> <u>\$81,294.96</u>	Total Projected Costs CDBG Grant will only cover final cost amount. Net Village Cost

LED Street Light Project

DPW was notified that the Illinois Department of Commerce and Economic Opportunity (DCEO) had funds available to replace municipal lighting to LED. They offered a reimbursement that varied depending on energy savings and had extra incentives of street lights, offering an extra \$0.30 rebate per kWh saved. DPW was required to submit an application to DCEO that explained the project and reviewed the fixture replacement for energy savings. DPW submitted two applications. One for 95 street light improvements on Indianwood, Merrimac, Manitowac, Marquette, and Meota, total estimated project cost was \$39,605. The DCEO approved reimbursement was \$26,474.97 and one for Water Plant improvements to replace all 32 outside lighting fixtures with LED fixtures. Total estimated project cost was \$10,350. The DCEO approved reimbursement was \$3,420. Below is a breakdown of current costs and status.

	Projected Total	Status
Design Engineering	\$0	Completed by In-House Staff.
Construction Street Lights (As Bid)	\$39,605	\$39,605 Final cost. <u>(\$26,474) DCEO</u> \$13,131 Village Cost
Construction Water Plant Lighting (As Bid)	<u>\$10,350</u> \$49,955	\$10,350 Final cost. <u>(\$3,420) DCEO</u> \$ 6,930 Village Cost Work is Completed.
Construction	\$0	Completed by In-

Engineering		House Staff.
Total	\$49,955	\$20,061 Village Final Costs

Calendar Year	2017	
Number of lights converted to LED lighting.	32 (Water Plant) 95 (Street lights) 131 (Street lights) 2 nd Applic.	
Total	258	

Update: DPW submitted a second application to replace an additional 131 existing street lights to LED lights. Instead of applying to DCEO, applications were sent to ComEd, who began direct oversight and administration of the Energy Saving grant funds that were provided through DCEO. ComEd approved \$39,413.64 for these additional 131 conversions. The Village matched an additional \$16,099 dollars for a total project budget of \$55,512.64. This project was completed. The Village has paid its share to Dominion Lighting who was the Contractor for this project. Dominion is awaiting for ComEd to disburse their share of \$39,413.64 directly to Dominion. LED conversions were along Orchard Dr (US 30 to Lakewood Blvd), Forest/Norwood/Westwood (Western Ave to Indianwood Blvd), Indianwood Blvd (Western Ave to Forest Blvd), Main St (Western Ave to Forest Blvd), and all of Tamarack St.

Compressed Natural Gas (CNG) Fueling Stations and Vehicles (STAR Project) STAR Disposal received a grant to install a CNG fueling station and retrofit or purchase their fleet vehicles. Grant funds could not be awarded to private companies directly, so the Village committed to being the sponsor for the project. In doing so, funds would flow through the Village for this project. Below is current breakdown of current Construction Costs and Status.

	Federal 80%	Local 20%	Total	Status
Construction	\$2,505,000	\$626,000	\$3,131,000	

Update: The first IDOT draw of \$484,102 occurred and will show as an unbudgeted revenue and expense for 2016. A second draw of 411,478.59 occurred in Dec of the current Fiscal Year. Staff will continue to contact Star Disposal periodically to see what the status of any future draws on the grant are, so that Staff can make any budget amendments for the current fiscal year activity. Staff is working with Star Disposal to assure that they are doing all the necessary reporting. Since the funds are flowing through the Village, Staff wants to be sure all the accounting and reporting is handled.

MEMORANDUM

DATE: February 14, 2018

TO: Department Heads

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

RE: Capital Plan Overview

In order to assist the Board in evaluating the 2018/2019 Capital Plan, an explanation of the process involved in selecting capital items included in the budget might be helpful. Departments included in the Capital Plan selected capital items that would be desirable to replace or acquire based on departmental operations.

When budget guidelines are distributed in February, restrictions on spending are established. These restrictions are based on revenue projections for the coming budget. The restrictions will require the departments to significantly lower levels of capital spending than what was presented in the Capital Plan. The comparison of the 2017/2018 Capital Plan to the 2017/2018 Budget is as follows:

Capital Plan Compared to Approved Budget

<u>General Fund</u>	<u>2017/2018 Capital Plan</u>	<u>2017/2018 Budget</u>	<u>Difference</u>
Administration	138,000	195,500	57,500
Recreation & Parks	195,400	4,400	(145,400)
Freedom Hall	0	23,000	
Facilities Maintenance	0	17,600	
Program Services	0	5,000	
Building & Grounds	373,000	257,000	(116,000)
Police	44,100	44,100	0
Fire	140,350	70,350	(70,000)
Public Works	799,000	14,000	(785,000)
Community Development	4,400	4,400	0
Economic Development & Planning	2,500	2,500	0
Health	15,780	6,000	(9,780)
Total General Fund	1,712,530	643,850	(1,068,680)
Water Fund	5,570,326	1,050,300	(4,520,026)
Sewer Fund	2,187,075	2,124,075	(63,000)
Municipal Parking	8,000	0	(8,000)
Capital Projects	1,099,000	544,001	(554,999)
Tennis & Health Club	53,000	45,000	(8,000)
Aqua	34,800	24,800	(10,000)
DownTown	216,500	278,000	61,500
MFT	2,642,683	1,031,842	(1,610,841)
Housing	1,900	0	(1,900)
Vehicle Service	558,000	528,000	(30,000)
Total Capital	14,083,814	6,269,868	(7,813,946)

VILLAGE OF PARK FOREST

MEMORANDUM

TO: John A. Ostenburg, Mayor
Board of Trustees

FROM: Thomas K. Mick,
Village Manager

DATE: February 9, 2018

SUBJECT: Village Board Update for Fiscal Years 2014/2015 – 2018/2019

BACKGROUND/DISCUSSION:

In December 2013, the Village Board officially adopted its strategic priorities for fiscal years 2014/2015 through 2018/2019. These priorities are as follows:

1. **Generate Economic and Business sustainability for the Village.**
2. **Create an infrastructure capital plan that is flexible in dealing with trouble spots.**
3. **Develop a renewed, contemporary youth program.**
4. **Improved Code Compliance based on existing studies and innovative solutions.**
5. **Fiscal and Service sustainability based on the triple bottom line concept.**
6. **Sustain the Village's role as a catalyst for innovative change in the region.**

What follows is an update on efforts toward the goals.

1. Generate Economic and Business sustainability for the Village.

Country Squire Foods, Inc., opened for business in November, 2014, and closed in December, 2016. The property owner has identified a new grocery store operator who is working to re-open the store in November, 2017. As of February 1, 2018, the new grocery store operator has all permits required to open with the exception of a sanitation certificate.

Foster's Kennels opened in February, 2015. Additional DownTown businesses that opened in 2014/2015 included Johnny's II Food Restaurant, Main Street Diner and SomeWear Men's Apparel and tailoring. Since the beginning of FY 2015/2016, 12 new home-based businesses have opened in Park Forest. One of these businesses, 14th Street Vintage/Aspire Bookings, operated as a pop-up business in DownTown Park Forest a period of time. Six commercial businesses have opened, including Tracy Foster Tax Service located in Foster's Kennel, Lavish Kuttz Barber Lounge, Horne's Golf Academy, LBS1 Educational Consultant & Tutoring Services, Earth in Motion Fitness and Ardeur & Beauty hair salon. During FY 2016/17, 36 businesses opened comprising of 15 home based and 14 commercial. Of the 14 commercial, six are classified as houses of worship. Garden of Peace Ministries purchased New Community Church and rents space to other houses of worship. Additional commercial businesses include Golden Quick Mart (new owner); Oliver Nichols, CPA; Percy Weathington, MBA CPA; T and J Gov Parts and Logistic LLC; Smothers Studio; Princess

Palace; and PK's Christian Learning Site, Inc.

A beauty care manufacturer, Essations, Inc. (70 North Street) is in its final inspection process in the Business Park, Ken's Liquors (2560 Western) and Vintrendi Wine Company (290 Victory) opened in late 2017.

In January 2018, the Village Board approved a liquor license for a new business in the Orchard Park Plaza. Spins and Wins will be a laundromat with a video gaming room. The liquor license is needed to permit the video gaming. The business owners are working on building plans for the space.

In January 2015, the Board approved a brokerage agreement for the advertising and potential sale of 3200 Lincoln Highway. None of the broker's leads were consistent with the 211th Street TOD Plan, and the agreement subsequently expired. Following the open house for Steak N Shake in January 2016, a prospect has been qualified as a franchise operator and has initiated a Letter of Intent to purchase the Village-owned property at 3200 Lincoln Highway.

In April 2015, the Board approved a brokerage agreement for the advertising and sale of the Hidden Meadows property. Staff showed the property to a multi-family developer and a hotel developer, and contracted for a full-page ad in a publication for student housing developers. The brokerage agreement expired and Staff continues to promote the property.

In early 2014, the Plan Commission initiated a contract to prepare a market study and concept plan for future development of the former Hidden Meadows property. Other stakeholders, such as Tamarack Street residents, Will County Forest Preserve and Governors State University participated in development of the plan. The Hidden Meadows Concept Plan was adopted as an element of the Village's comprehensive plan in December, 2016.

The Board approved brokerage agreements with Frontline Real Estate Partners in April, 2016 for the sale of the vacant land parcels adjacent to Village Hall (former Marshall Fields parking lot) and Dollar General, and three buildings owned by the Village in DownTown Park Forest. Frontline's marketing produced one willing buyer for the buildings but staff's due diligence on this buyer did not result in a sale.

Staff assists all commercial and industrial property owners to sell or lease their properties by promoting available space, with incentive applications, where necessary. Marketing material for all commercial property is taken to all ICSC events and shared with the Select Chicago Southland cooperative. The information about these and other properties is shared when inquiries are made about available properties. The Park Forest website also lists properties that are for sale. Starting in September, 2016, staff is participating in a new regional marketing initiative to promote industrial property. In September, 2017, the Village placed a quarter page advertisement in Business Expansion Magazine for industrial recruitment.

In October, 2014, the Board of Trustees approved a request for renewal of a Cook County Class 8 property tax incentive for Nikolovski Properties, which leases to Americana Inc., located at 70 North Street and in business since 2008. In late 2016, the Nikolovski family

decided to retire and have entered into a lease-to-own contract with Essations, Inc./Luster Products to take over the property. Luster Products is the leading African-American owned manufacturer of premium personal care products serving people worldwide. The Class 8 will continue to benefit the new business as the incentive runs with the property.

In January, 2015 the Board approved a new Class 8 property tax incentive for 2348 South Western Avenue for Foster's Kennels. The property at 2348 Western was also granted a rezoning from M-1, Office Research and Industrial zoning district, to M-2, Industrial to permit a dog kennel on the property.

Since the summer of 2015, the Village has been working with a potential buyer, ForeBio Nutrition LLC, for the property at 80 North Street. Their business will produce a nutritional supplement. In order to incentivize this sale, the Village worked with State Representative Anthony DeLuca to obtain approval of Public Act 100-0510 (SB 1775 enrolled as 35 ILCS 200/10-705 new Keystone Property), which became law in September, 2017. The Board of Trustees approved the Sales Agreement in October, 2017, and the sale was finalized in October as well. The property owner has met with Village Staff to understand building plan and permitting requirements.

The Village has acquired the former Blackhawk Plaza via the abandonment process. Staff and legal counsel have finalized the tax appeal process to exempt the property from real estate taxes until it is sold. Several prospects have expressed interest in all or parts of the property. Staff is developing marketing material for the property and will distribute it to all interested parties and market the property on real estate websites.

The Fire Department will continue to develop preliminary plans for expanded response requirements at Hidden Meadows and South Western Avenue annexation areas. Other Village staff will identify banks and other sources of financing willing to assist Park Forest businesses with start-up and expansion funds.

The application for a Will/Cook Enterprise Zone was approved and certified by the State of Illinois in December, 2015. This Zone includes Richton Park, Matteson, Monee, University Park and unincorporated sites in both the Counties of Cook and Will. Ben Wilson, the Director of Economic Development for the Village of Matteson, has been appointed as the Zone Administrator. To date, the Enterprise Zone has approved four applications for incentives, including projects in Monee, University Park and Matteson. Staff will be notifying the purchasers of 80 North St. of the Enterprise Zone and how it might be of financial value.

Representatives of Homewood Disposal have submitted a draft site plan for development of 57 South Street to replace a building destroyed by fire in 2017. The new facility will be for maintenance of dumpsters and vehicles. Staff have provided comments on the site plan and are awaiting revisions. Homewood Disposal has indicated that they intend to apply for Enterprise Zone incentives and may apply for Cook County Class 8 incentives.

Staff continues to publish and distribute the Park Forest Business News to all licensed businesses. Typical topics covered in the newsletter include a focus on the annual Business Person of the Year, recaps of the Business Breakfast topics, articles suggested and written by EDAG members, updates on new businesses and other topics of interest to local businesses. Issues are distributed electronically and they are posted on the Village website.

The July, 2014 DownTown District MidSummer Madness included a record 30 businesses as Co-Host locations and the attendance of 180 people from 18 different communities. The 2015 event included 29 businesses as Co-Host locations and 150 participants from 16 different communities. Each business location averaged 91 visitors. In 2016, there were 32 participating businesses and over 150 participants from 16 different communities. The Village also received a record number of monetary donations from Village vendors (\$2,100). Park Forest Summertime Bingo Game was developed to replace MidSummer Madness in summer, 2017. The goal was to have fun exploring Park Forest during the summer by completing a Bingo card. Once completed, participants were entered in a drawing for a \$50 VISA Card. Despite the wide-spread introduction of this new event, less than 10 participated. A new event will be considered for 2018 that ties receipts for shopping at Park Forest businesses to entry into various giveaways or drawings.

The Park Forest Business Breakfast program serves important educational and networking purposes for local businesses. Breakfasts in 2014/2015 focused on Small Business Energy Assessments, how tablets and smart phones could be best used in a small business setting and a networking event. Breakfasts in 2015/2016 focused on Marketing on a Budget, Book-keeping and the annual networking event. The FY 2017 schedule started with Developing the Leader in You, presented by Lee Ann Piano (October, 2016), and a presentation by the Small Business Advocacy Council on Crowdfunding (January, 2017). The Village sponsored a Women's Empowerment Session, presented by Lee Ann Piano, in February, 2017 and the annual networking mix was held in April, 2017. The topic for October, 2017's Business Breakfast was "Power of the Inbox". The December 2017 event focused on networking. The February 2018 event will provide information about the new tax law.

Annually, the Village supports the Shop Local campaign by producing the Shopping & Services Guide. Businesses continue to receive new business and/or inquiries from their listings. Shop local messages are regularly posted on the Village sign at US30 and Orchard Drive. EDAG members promoted the Shop Local campaign at the Police Unity Day event in August, 2017 and at several Main Street Nights events.

Staff is managing a signature drive to attract a movie theater manager to the closed Holiday Star Theater. To date, more than 800 signatures have been secured.

The Park Forest bi-weekly Business e-Bulletin continues to support local businesses and organizations by offering a free marketing venue to 1,000+ subscribers. These bulletins also support Village sponsored events, highlight local events within the region and feature area college events.

Economic Development and DownTown Staff developed a DownTown banner program. Six banners were installed in October, 2015. The program will continue to be promoted to all businesses in the DownTown area. Staff is evaluating a street banner program, as well.

The Communications Director supports the efforts of the Economic Development and Planning Department by highlighting new business openings, such as Country Squire, in Discover Magazine and doing special spotlights on some of them that fill important needs in Park Forest, like restaurants and grocers. The Communications Director also highlights efforts aimed at providing greater exposure to current business like the annual Midsummer Madness. Messaging is included in Village print communication, as well as online.

The Communications Director provides support to local businesses by highlighting the annual winner of the Business Person of the Year Award. Outreach about the winner and their business is included in Village communications in the hope that others might become more familiar with that business, become more aware that quality businesses call Park Forest home and that other current and prospective businesses identify Park Forest as a place that supports business. The Communications Director, with input from the Finance Department and Village Manager, created a new opportunity for businesses to advertise in water bill mailings. The new opportunity allows businesses to place as small as a business-card-sized ad for \$150 and up to full page (front and back) ad for \$600 to be included in the mailing. This opportunity will allow more Park Forest businesses to introduce themselves to residents and/or remind them of their presence. Additionally, a similar opportunity continues to be available via the Village's *Discover Magazine*.

Public Works staff has performed preliminary cost estimates to extend sewer and water south along Western Avenue to Exchange Street. In the fall of 2016, Public Works requested that Baxter and Woodman Engineers prepare a preliminary analysis to supply domestic water south along Western Avenue to Exchange. Village staff has negotiated a pre-annexation agreement with Continental/Midland, LLC to extend a 12-inch water line to their property on South Western Avenue. This water line extension will be constructed in 2018 and will allow for new development on property along its $\frac{3}{4}$ mile length. Continental/Midland has agreed to pay half the cost. Additionally, a development at the south east corner of Norfolk and Western, "PackItIn Storage", signed a pre-annexation agreement with the Village in 2017 and was allowed to connect to the Village's sanitary sewer.

The Police Department continues concentration on officer foot-patrols in business areas. During these business checks officers interact with and get to know business owners and employees, as well as interact with patrons in an effort to promote a safe environment in business districts. In 2017, officers reported conducting over 4,600 business checks of this type. The dual goal of business checks is both a crime prevention measure and also to create opportunities of positive interaction in a community-policing effort. Additionally, police personnel frequent numerous Downtown Park Forest events, including Main Street Nights, 4th of July activities, and Safe Halloween, among other events throughout the Village business districts, such as hosting "Coffee with a Cop" events at 7/Eleven.

In 2014, Public Works completed a resurfacing and reconstruction of Lester Road and Victory Drive leading into the Village Downtown that included decorative street lighting and landscaping drainage swales in addition to a new sidewalk layout to improve the walkability in the Downtown. In 2016, Main Street was resurfaced from Orchard Drive to Cunningham Drive as was the drive through exit lane from Chase Bank in order to enhance stable roadways in the Downtown.

Public Works continues to work with telecommunication companies and their desire to enter into or terminate various agreements with the Village. US Cellular terminated its lease agreement and removed all of its equipment from Blackhawk Water Tower. Cricket Wireless is planning to terminate its lease agreement and remove its equipment at Blackhawk Water Tower while Sprint recently upgraded its equipment and AT&T began planning submittals to install cellular equipment at this water tower. Wide Open Wireless was approved for a license agreement to install telecommunication lines in certain areas of the Village; this lease was amended in February, 2017. In the fall of 2016, Sprint renewed their lease on Blackhawk tower for an additional 25 years.

In the spring of 2017, the Public Works Department received a \$29K grant from DCEO to replace 95 street lights to LED, primarily on Indianwood Blvd., as well as to convert all lights in the Water Plant, inside and out, to LED. This project is anticipated to save the Village over \$60K over 10 years. In the winter of 2017, the Public Works Department received an additional \$39K grant from ComEd to replace 131 street lights to LED on portions of Orchard, Forest, Norwood, Main, Indianwood, and Tamarack.

The Village took official action to opt out of the Storm Water Management Ordinance and regulating authority of the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) and opt for the Will County Storm Water Management Ordinance, which appears to be more business friendly. Staff is working to adopt environmental water quality storm water ordinances in conjunction with the Will County Storm Water Ordinance.

In mid-2015, the Regional Transportation Authority (RTA) completed an Access Improvement Plan for the Park Forest 211th Street Metra commuter parking lot. The Plan identifies opportunities for improved way finding and signage (for all pedestrians, cyclists and drivers); addresses ADA-type accessibility issues; suggests suitable improvements for the existing underpass at 211th Street (such as improved lighting), and explores possible additional walkways and bikeways for the parking lot area. Village staff will seek grant funding to implement the recommended improvements.

The Fire Prevention Bureau continues to assist the Economic Development and Community Development Departments with timely technical support, plan reviews for prospective businesses and engaging business owners by providing them with a clear understanding of code requirements. The Fire Department continues to provide technical support or plan reviews on several proposed business/construction projects, including the following: Garden House, group homes, daycare centers, Downtown occupancies and uses and new alternate uses for buildings on the St. Irenaeus property, including sprinkler plans.

The Fire Department maintains an on-line Crowd Management training program to assist assembly use occupancies in Park Forest in meeting the new code requirement in the Life Safety Code. The Department can also conduct on-site training to assist businesses and occupants in meeting the new standard. Many of the original certificate holders are now completing the program annually to become recertified, as needed.

The Fire Department continued to provide continuing education and CPR certification classes to other Village partners such as SouthCom Dispatch, Recreation and Parks and the Park Forest Police Department. The Fire Department also teaches an in-house CPR class every other month which is open to the public. Fire Prevention Staff also taught fire extinguisher training to multiple agencies including Ludeman Center and Aunt Martha's. These services allow classes to be taught locally and provide a cost effective solution for Village departments and businesses.

The Health Department also assists the Economic Development Department with preliminary plan reviews for prospective business owners who plan to start a business, which will cook or sell food to the general public, and conducts a pre-opening inspection to ensure public safety. The Health Department also ensures that the owners have trained staff on duty who are certified in food safety sanitation compliance standards for the State of Illinois. Repeat inspections are also conducted throughout the year to maintain ongoing compliance or to investigate customer complaints. Home day care businesses and commercial day care businesses are also inspected by the Health Department prior to business start-up and then annually, to monitor ongoing compliance.

Nurses Plus Home Health Care expanded its availability to the community by becoming a home service provider with various insurance companies in addition to Medicare and Medicaid. In 2015, Nurses Plus also became certified with the State as a Community Care Partner to provide non-skilled Home Services to low-income residents in need. State fiscal issues and lack of reimbursements led to the Health Department canceling this contract. Nurses Plus still holds a state IDPH license to deliver non-skilled personal care, light meal preparation or medication reminders that are billed to the individual patient on a monthly basis. Park Forest residents who need the Health Department's traditional bath services, but have been unable to pay, may be able to take advantage of services through the help of donated funds raised by the Friends of the Park Forest Health Department.

Nurses Plus received a survey visit in October, 2015 from the IDPH to review agency compliance with both the Home Services and Home Nursing state licenses. In April, 2016, IDPH returned to audit the Home Health skilled nursing program. Both reviews were passed successfully. In addition, Nurses Plus was recognized as "The Best Home Health Care Business" and awarded a "Best of Chicago's Southland" in 2015, 2016 and 2017. Nurses Plus was honored at the 2015 Annual National Association for Home Care (NAHC) Conference for exceptional patient ratings.

In 2015, the Health Department partnered with the SSMMA, the Cook County Department of Public Health (CCDPH), the American Lung Association and others to promote a tobacco-free community health initiative. To this end, the Health Department coordinated a new

community health initiative to limit involuntary environmental exposure to second-hand smoke. A \$10,000 grant was received to facilitate staff training, classroom participant materials and outreach visits. The outreach visits aimed at encouraging multi-family property owners to become smoke-free housing units with two properties making the transition: Victory Center and Juniper Towers. The Park Forest Health Department also enrolled as an Illinois Quit-Line referral site to assist anyone attempting to quit smoking.

The Village received a judicial deed to the Illini Apartments in January 2016, through the abandonment process. Across 2017, the Village sold the property to M&M Buckley Construction, Inc. and building permits were issued for a comprehensive rehabilitation to bring the twelve residential units into code compliance, including a complete fire suppression/sprinkler system for each unit. Exterior landscaping and fencing are also part of the overall improvements in the complex.

In 2013, the Village submitted an application to Cook County to acquire 17 properties through the No Cash Bid program due to tax delinquency and was successful with obtaining the deeds to all properties in December, 2015. These properties include nine lots in Eastgate, two lots on Miami Street that will be used to improve drainage in the area and various other lots located throughout the Village that either have never been developed or where the Village demolished a blighted home.

In July and September, 2015, the Village approved a resolution to acquire 28 properties via Cook County's No Cash Bid/Scavenger Sale and Over the Counter process. One of these properties is a commercial property and all the remainder are vacant single family residential lots. Twenty-one of these deeds have been obtained and the others are still in process.

The commercial property included in the 2015 No Cash Bid process is Central Court Plaza. The Village and SSLBDA worked together to acquire this property as part of an overall development vision for this area. The Village received the judicial deed to this property in November 2017. Since that time, Village Staff has worked with two of the businesses to stay in the shopping center, a number of code violations have been corrected and a plan for offering the property for sale is being drafted.

The South Suburban Land Bank and Development Authority (SSLBDA) continues to support Park Forest's land development efforts. As of October, 2017, the SSLBDA has sold seven single family homes, and owns 23 vacant lots as part of the Blight Reduction Program (BRP) grant process, two single family homes, one vacant lot outside of Eastgate, and one commercial property and has transferred two vacant Eastgate lots to the Village.

The Health Department continues to register vaccines electronically to the Illinois Department of Public Health's ICARE website. Vaccination compliance rates are tracked through the electronic system and compared to national benchmarks set in the Healthy People 2020 Goals. The Park Forest Health Department exceeded the national benchmarks set for administration of many of the state required immunizations as well as for the HPV vaccination given to adolescents and teens. An acknowledgement was sent to the Health Department from the Illinois Department of Public Health to recognize this accomplishment.

After a Phase I environmental site assessment for 381 Blackhawk Drive (former Lube Renew) determined there are no environmental issues or concerns at the property, a No Further Remediation (NFR) letter was issued and recorded. Economic Development and SSLBDA staff negotiated with First Midwest Bank (the owner) to donate the property to the SSLBDA with a \$100,000 grant. The grant funds have been used to reimburse the Village for its expenses (\$8,411) and the remainder will be used to focus on redevelopment of the property. The Village and SSLBDA continue to market this property.

In 2014 and 2015, the Village, in partnership with the South Suburban Mayors and Managers Association (SSMMA), OAI, Inc., and the South Metropolitan Higher Education Consortium (SMHEC), won competitions sponsored by the Small Business Administration (SBA) for two different \$50,000 grants from the Growth Accelerator Fund. These funds were used to purchase equipment to start the SouthWorks MakerLab and then hire a part-time coordinator to plan courses, acquire additional equipment and market the facility. In 2016, OAI received a \$4 million grant from the US Department of Labor. This grant enabled both OAI and the MakerLab to expand into a larger space in DownTown Park Forest, at 208 Forest Boulevard.

The Village Staff Public Art Committee continues to meet monthly to discuss public art projects and to establish standards for commissioning and placing public art works and related nature exhibits around the theme of – “The All-American Village.” In addition to creating a long-term public art strategy, the group has embarked on short-term, easily attainable, public art projects promoting the idea of public art in the community. An example of this was the completion of 22 stepping stones that will be incorporated into the paths of the new Village Green. Attendees at one Main Street Nights event were invited to create stepping stones using colored glass and marbles in various shapes imbedded into cement. The Village supplied needed materials and staff and volunteers from Salon Artists Gallery coordinated the project. About 75 people participated in this public art activity.

With the 2017 summer concerts, Chicago Chalk Art Champion, Shaun Hays, was in town again and completed murals on two 4x8 panels plus a sidewalk art piece near the Village Green stage. The public was engaged with his work and interacted with him as he completed these projects. Additionally, on four separate evenings, artists from Union Street Gallery, Tall Grass Arts Association, Salon Artists Gallery, and Nathan Manilow Sculpture Park came out and facilitated arts and craft projects for those in attendance at Main Street Nights.

In March 2017, the Village sponsored and hosted four monthly jam sessions at Dining on the Green. Led by Southland Jazz Ensemble’s Valerie Nicholson and Muzicnet owner Alan Franklin, these sessions revolved around the idea of using and cultivating existing assets for multiple arts based activities and explored the concept of “organic development” for the arts. These jam sessions resulted in various art works being created in concert with the music as they played. Along with an appreciative audience, each evening saw between 20 – 30 musicians attend plus a handful of artists creating works based on the setting and music.

On a monthly basis, the Cultural Arts Manager meets with the Southland Arts, Municipalities, and Business Alliance (SAMBA). Key goals for the organization include

promoting the south suburbs, attracting and welcoming new businesses and artists to the region, fostering creativity and active participation in building community through the cooperative efforts of arts organizations, municipalities and businesses. In the spring of 2017, SAMBA, assisted with a grant from the Chicago Southland Convention and Visitors Bureau, completed a promotional event called “*Let Them Eat Jazz*”, a centennial celebration of jazz with shows presented at Freedom Hall, Prairie State and Governors State University. Concurrently, area art galleries hosted events related to the theme and local restaurants had special promotions during this time. SAMBA is currently developing plans for a similar regional arts promotion tentatively titled “Made in America” to be held in 2018.

In September, 2016 GSU opened an “Artist in Residence” studio space in the Downtown. Three Master level artists will create works and offer community assistance through volunteering at Tall Grass. This program continues.

The Village Green Expansion Project will be completed in the spring of 2018 and a dedication ceremony is planned for June 13, opening night for the Main Street Nights 2018 summer series. Next steps include the commissioning of art pieces.

Recreation and Parks continues to promote the Main Street Nights concert series as a vehicle to stimulate patronage of Park Forest businesses. Over 4,500 people attended during the 2017 eight-week season. Additionally, staff works with organizations and businesses to sponsor individual nights. In 2017 the Police Department hosted Unity Day for one Main Street Nights event, attracting hundreds of participants from the community. Additionally, the Police Department provides an officer at each Main Street Nights event, both for public safety but also in a community-policing effort.

Recreation and Parks continues to move ahead with plans to renovate Somonauk Park. Construction plans and detailed cost opinions are being developed over the winter. As with public art, this project has potential to be an economic draw south of Sauk Trail.

In 2017, the Planning and Zoning Commission and Board of Trustees approved a Conditional Use permit for a place of worship at 375 Oswego Street. This former school building was vacant since 2012. The Word Worship Center now owns the property and offers services.

2. Create an infrastructure capital plan that is flexible in dealing with trouble spots.

Public Works has completed a Road Improvement Map and a Water Main Replacement Ranking Map in order to prioritize trouble spots and make necessary improvements. As roadways are improved, DPW will look into incorporating improvements for bicycle and pedestrian use. As water mains and sewers are replaced, DPW will look into improving more of the roadway. The Public Works Five Year Capital Plan lays out work on these projects. In 2015, the Village secured a \$5 million IEPA low interest loan to replace and install approximately 4 miles of water mains. The project, which includes resurfacing of 1.75 miles of roadway, began in fall, 2016. The Village was notified that \$750,000 of the project loan would be forgiven. Additionally, DPW resurfaced an additional $\frac{3}{4}$ of a mile of roadway in the fall of 2016, including Homan, Wilson and Main Streets.

Grant funding was secured through the Congestion Mitigation and Air Quality (CMAQ) Improvement program to install bikeway pavement markings in 2016 along several FAU Routes, consistent with the Village's Bike and Pedestrian Plan.

In 2016, Public Works began to implement a 10-year road sign replacement program. Every year, a section of the community will receive new road signs, name signs and regulatory signs, as well as refreshed road striping. In 2016, Public Works completed the East Lincolnwood neighborhood. In 2017, signage was replaced in the entire Will County portion of the community as well as the bicycle signage and directional signs along all the Village's bike routes as recommended in the Bicycle and Pedestrian plan. Additionally, new signage was installed on Indianwood that was paid at 20% Village share, through FAU grant funding. The 2018 phase of the sign replacement program will focus on the W Streets.

Public Works completed both phases of work for a \$500,000 Federal earmark from the USEPA for sanitary sewer improvements. A majority of this work consisted of lining sanitary sewers located in the back and side yards of residences and businesses as well as manhole rehab.

Public Works staff managed a \$150,000 DCEO grant for construction of a new road salt storage dome at the Public Works Storage Yard in 2014/2015. Storage capacity of the new dome is around 2,130 tons of salt.

Courtesy of a grant from the Illinois Commerce Commission, North Street was resurfaced in 2014 from Orchard Drive west, to the Village corporate limits, past Ludeman Center.

In 2015, the Public Works and Finance Departments researched alternative funding sources for storm water infrastructure improvements. It was then identified and recommended that all sewer-related work be combined and funded through the Sewer Fund. This allowed for a greater funding source for the Village's sewer systems and opened up funding in the General Fund for road related improvements. Beginning in 2016, DPW began incorporating storm sewer improvements into all of its roadway projects. In 2017, the Village was awarded \$23K from Will County to replace a storm sewer in Thorn Creek Estates.

Public Works established 50/50 Sidewalk Replacement Program with the 2014/2015 Budget. Moving forward, \$4,000 has been budgeted each year to fund portions of sidewalk and curb work that a resident may seek to upgrade that Public Works would otherwise not replace.

Public Works staff has submitted Surface Transportation Program funding applications for roadway improvements to Illinois Street, from Western Avenue to Orchard Drive, and Indianwood Boulevard, from Sauk Trail to Monee Road. This program will allow utilization of Federal Aid Funding for these improvements. Construction work for resurfacing of Indianwood Boulevard was completed in the summer of 2017 and Illinois Street is scheduled for construction in the summer of 2019.

Public Works sought additional reclassification of the Village's wider collector roads. Staff

submitted applications for FAU reclassification of Westwood/Norwood Drive (Sauk Trail to Western Avenue), Shabbona Drive (Sauk Trail to South Orchard Drive), and South Orchard Drive (Sauk Trail to Shabbona Drive). In 2017, these reclassifications were approved. Public Works Staff has obtained Surface Transportation Program funding improvements for Shabbona Drive, with a targeted construction of summer, 2020.

Public Works Staff is currently upgrading its SCADA system at the water plant. These systems monitor and control water treatment processes at the water plant, Village wells and storage tanks. Metropolitan Industries recently completed all Water Plant SCADA Upgrades and SCADA work at Well #1. Metropolitan Industries also installed SCADA equipment at all the remote sites (wells, water towers, stand pipe) in the distribution system.

Public Works Water Plant staff obtained state permits to reintroduce phosphates into the water treatment process to sequester corrosion of the water distribution system. Interior corrosion is what contributes to discolored water and water quality issues. Implementation was in the spring of 2015 and the result has been a decline in discolored water complaints.

Effective January, 2016, the Public Works and Administration Departments completed the transfer and restructuring of the maintenance responsibilities for the 2-inch water mains throughout the multi-family areas. The Village's maintenance responsibilities will be similar to single family homes while Cooperatives Areas B, E and J negotiated maintenance agreements defining Village and private property obligations.

The Fire Department continues to seek and manage grants designed to support operations and training within the Department. Successes have included two Federal SAFER grants related to Paid-On-Call personnel recruitment/training totaling approximately \$168,800; one Firefighter/Paramedic within the career division (approximately \$198,000); approximately \$62,000 for incident command training; approximately \$98,000 for the purchase of power loading ambulance cots; \$22,000 to purchase digital portable radios; and \$2,700 to purchase a disposable CPAP device. In 2016, the Fire Department received a grant (\$240,000) to replace Self-Contained Breathing Apparatus and related equipment; a grant (\$106,000) to replace the antiquated fire safety education trailer; a grant to assist in maintaining the fire training site (\$2,000) and the Fire Department received final notice on a grant (\$15,000) from IRMA to support a previous purchase of power cots and load systems. Most recently, the Department was awarded a grant for (\$45,455) to replace the in-station breathing air compressor and fill station. The Department also participated in a regional grant with four surrounding communities that gained Park Forest a \$98,440 grant to purchase portable digital radios and equipment.

To help address health inequities in regards to food access, the Health Department received a grant (\$16,975) to support a Farmers Market SNAP project across the 2016 to 2018 Market seasons. The purpose of this grant is to expand the use of EBT/LINK card utilization. The Health Department incorporated a Double Value Bucks incentive program at the Farmers Market this year to encourage more low-income SNAP recipients to shop for healthier foods for their families. During the 2016 season, residents utilized \$4,014 in EBT benefits at the Farmers Market and \$1,825 was spent from the Double Value program. Sponsorship funds of

\$3,250 were collected from community businesses and an \$8,000 grant from LINK UP Illinois was received to provide a monetary incentive for EBT participants to purchase more locally grown fruits and vegetables. This grant will carry over through the 2017/2018 farmer's market season, as well. As part of this project, the Health Department will partner with CAN-the Community Action Network and the Healthy Start Program at Aunt Martha's Youth Center. The Health Department distributed over \$15,775 worth of senior nutrition coupons for low income seniors in 2017. There was an increase of \$494 in EBT transactions at the market this year over last year (\$4,014) as well as \$3,556 was spent from the Double Value program. This increase in utilization shows the market is reaching those in greatest need.

The Health Department continues community outreach efforts to local businesses asking for donated funds to help sustain ongoing support in the effort to address local barriers to healthy food access. In 2016, area businesses such as State Farm, Home Helpers, Franciscan Alliance Health Care Partners and foundations like the Friends of the Park Forest Health Department were supporters of this program for the 2016 Farmers' Market season. The Health Department has also partnered with United Way from 2015-17 for their annual April Food Day food drive.

In the 2017 season for the Farmers Market, a decline was observed in vendor participation and patron attendance. Management of the Farmers' Market discussed potential approaches to dealing with these trends. The result is that the 2018 Farmers' Market will be shifted to a vacant parcel of land along Main Street just west of Western Avenue. It is hoped that this shift will attract more visibility for the Market given the new location's proximity to the traffic along Western Avenue and stores that open at 8 AM on Saturday mornings.

Progress continues in accomplishing the goals of the lifecycle projects. R&P Advisory Board members and R&P staff met with residents around Murphy Park to garner their input on new playground equipment. Installation began in the summer of 2017. Several pieces of play equipment are constructed with locust posts harvested from the old Hidden Meadows Golf Course. This playground development model promises to be a viable alternative to purchasing manufactured pieces and will be used in other parks.

Relative to the Lifecycle projects, the Recreation and Parks Advisory Board is conducting a review of the *Recreation & Park Plan* and *Park System Evaluation*. This includes visiting each park to observe its condition and amenities. As recommendations are developed, they will submit a report to the Board of Trustees.

Through various grants, augmented with Village funds, Recreation & Parks has planted 106 trees in various locations (parks and parkways) throughout the Village since 2013 and includes 48 trees planted in 2015/2016. Residents were able to request a tree to be planted in their parkway and, in return, were asked to commit to watering the tree for three growing seasons. The Village Arborist has been monitoring this program and residents have, so far, been faithful to their commitment. In fall, 2016, notice was received that another federal grant of \$7,777 had been awarded to Park Forest to increase this tree planning initiative. Planting under this grant will begin in the spring of 2018 and residents will again be able to

request a tree if agreeable to the same stipulations as mentioned above. Staff anticipates planting an additional 30 trees in 2018.

The 2017 AmeriCorps NCCC team organized a park build day to install park equipment at 257-259 Arrowhead Street. The blighted houses on these lots were demolished with grant funds in previous years. At a 2015 Eastgate neighborhood meeting, the residents asked for a more centrally located park. The Recreation and Parks Department purchased the equipment, prepared the site for the park, and assisted on the park build day in August 2017. This project was completed as a collaborative community project spearheaded by AmeriCorps volunteers.

The Police Department works to keep the Village's roadways safe by partaking in strategic traffic and impaired driving enforcement. In 2017 Police Officers reported conducting over 4,300 traffic stops and handling over 2,300 illegal parking situations. Traffic stops resulted in over 330 vehicle seizures, which result from using a vehicle in offenses such as DUI, driving with an invalid license, possession of drugs, or other misdemeanor and felony charges. Each patrol period the Patrol Division partakes in a Directed Focus, which is a division-wide focus on a specific problem area during time not spent on calls for service. The Directed Focus is often on roadway safety initiatives, such as DUI enforcement, speed enforcement, and distracted driving enforcement.

3. Develop a renewed, contemporary youth program.

In cooperation with the Police Department, Recreation & Parks is convening a *Park Forest Youth Providers Summit* in February of 2018. A goal of this summit is to bring together community youth service providers and Village Staff to explore ways to collaborate in providing youth services. In addition, the Urban Youth Trauma Center will be conducting training on recognizing and responding appropriately to youth exposed to trauma. This training dovetails with the REAL program instituted by the Mayor.

The Teen Services Coordinator is focused this year on building staff and the number of volunteers involved with the program. The most recent addition to the part-time staff is a graduate of Rich East High School and a former participant of the Teen Zone Program. The spring college tour has been set and the Teens Services Coordinator plans to utilize her connections with Rich East to select students interested in participating in this year's tour. The Teen Services Coordinator is also strengthening the relationship with Rich East and was appointed Scholarship Director and now Vice President of Activities for the Rich East Booster Club by the Principal and the Athletic Director. These appointments allow the Teen Services Coordinator more access to Rich East while affording more opportunities to build relationships with teens and parents outside of Teen Zone.

Teen Zone hosted their first Holiday dinner in which 50 teens participated along with two students of the Park Forest Civic Leadership Program.

The Recreation & Parks Department is also taking of the Work Force Innovation and Opportunity Act (WIOA) and has an agreement in place with Aunt Martha's to provide job opportunities to students and young people through this program. All potential WIOA

participants must first be approved by completing a Village performed background check but hiring, employee supervision and wages are all supplied through Aunt Martha's. Initially, WIOA participants will be working with Teen Zone.

After the 2015-16 school year, School District 163 ceased operations and usage of the common area known to the Village as The Recreation Center. At that time, Parks staff began the discussion to make changes necessary to isolate the Rec Center from the school so that it can be used during school hours without disrupting school activities, provide safety to both Village participants and School children in addition to ADA accessibility and several small interior upgrades. As of September, 2017, no planned facility updates have taken place due to continued discussion between SD163 and Village staff about a reasonable resolution to safety concerns and accessibility. Due to this, a revised plan is being developed with the intent of coming to an official agreement with SD163 on ownership of the building. In anticipation of this agreement, staff is developing new program options and will look to begin to make upgrades to the facility in early 2018.

Success continues for the Park Forest Youth Basketball League and Bitty Ball Basketball League. Well over 150 youth participated in the winter leagues and the Village's continued partnership with Richton Park has proven to be a good relationship.

The Park Forest Summer Camps continued its success with over 140 participants in 2017. The program continued to give participants lessons in swimming, art, and included enriching field trips throughout the 7-week program. Staff also created a Jr. Counselor program to allow for teens who have aged out of the program to have an opportunity to receive training and mentoring, with the goal being to establish a pipeline of future counselors.

The Department continued to partner with small business owners to offer programming to the community. Highlights of these programs include: Ballet, Hip Hop Dance, Taekwondo, Harmonica and Line Dancing. Staff is already working on new cooperative programs for fitness, gymnastics and preschool programming for the start of 2018.

The Fire Department renewed its support of current youth outreach programs, such as the Prairie State high school firefighting day, youth day and career days. The Fire Department continues a broad relationship with Prairie State College and its Fire Science program and has assisted with its High School Firefighter Day, Basic Firefighter Operations, Advanced Firefighter programs and other fire science programs. The Fire Department also partnered with all three Rich Township High Schools and provided a burn cell demonstration to their forensic science classes.

The Fire Department continues to refine school public education and review programs for their suitability and content related to changing youth interests and focus. The Fire Department presented educational programs to kindergarten through third grade at Blackhawk, Mohawk, Talala, 21st Century and Illinois Schools. The Fire Department is on track to meet the goal of reaching 80% of all third graders. At Indiana School, the fire department conducted a structured 6-week program on fire safety to 4th grade classes. Pre-school safety programs have been conducted and the Fire Department participated in the

“Meet a Hero” program at Algonquin pre-school. The Operation Head Start and a babysitters/latch-key classes were taught in conjunction with the Recreation and Parks Department. The new grant-funded fire safety education trailer allows the Fire Department to enhance its public education efforts with new electronics, props and programs. The trailer has been integrated into many of these programs.

The Fire Department participates, wherever practical, to support youth related activities across all Village operations. The Fire Department has participated in conjunction with Recreation and Parks at events such as the campout in Central Park and afterschool Teen Zone programs. The Fire Department also participated in reading night activities at the library. The Fire Prevention Bureau continues to explore youth camps, day camps and youth employment programs but the Department’s ongoing budget does not have the funding to support these activities. The Department grant program continues to look for funding to support Fire Department based youth programs.

The Health Department experienced some changes in the Vaccines for Children (VFC) program due to new state mandates to streamline the utilization of the state funding for immunization distribution due to state budget status. The new guideline states that VFC vaccines can only be given to children with no insurance or children with Title XIX Medicaid. Children receiving Title XXI Medicaid are no longer eligible to receive the free vaccines. Title XXI Medicaid clients are required to receive their immunizations and medical care at their assigned primary care provider site. For children with no insurance, who are homeless or recently moved to the area from out of state, the Health Department was very resourceful for parents who had nowhere else to turn to get vaccines. The Staff rarely turns away a child in need for vaccines due to inability to pay.

During the Health Department’s population health assessment, conducted in October, 2015 through February, 2016, trends in Park Forest data and immediate surrounding towns showed a rising trend in teen pregnancies, an increasing trend of prenatal care starting after the first trimester and a rising number of Chlamydia cases. Department staff partnered with local agencies to identify the underlying causes. The environmental scan revealed two potential reasons for the noted demographic trends. There is no in-town pregnancy testing site which offers testing, health education and counseling or referrals sources. Secondly, transportation is often a challenge in getting access to these services. The closest community partner agency is in Chicago Heights. The Health Department is exploring the addition of a walk in pregnancy testing service along with early prenatal counseling and referrals to local prenatal care providers. This may help identify pregnancies earlier, connect clients to prenatal care resources earlier and lead to better birth outcomes. It will also allow public health nurses to counsel those who are sexually active about abstinence, prevention of sexually transmitted infections and the importance of family planning.

Park Forest Idols held its last show in January 2015. It has been replaced with the inaugural Park Forest Community Oscars program which took place in January 2018 at Freedom Hall.

The Communications Director continues to evolve the Village’s annual college scholarship program for high school seniors. The Director handles outreach efforts for the Village’s three

scholarships in addition to the Park Forest Youth Commission's two scholarship awards. The entire 2016 program was carried out electronically.

The Communications Director spearheaded the build-out of a space in the lower level of Village Hall that will serve as a television studio space. This studio is now used for the filming of interviews, public service announcements and for other media purposes by Village staff. The space is also open to residents.

The Police Department, in conjunction with the Urban Youth Trauma Center (UYTC), provides a juvenile court diversion program for juveniles found liable through the municipal court system. The Youth Violence Prevention Program occurs on Saturday mornings. During the program, a UYTC advocate provides mentoring and training through a curriculum-based violence prevention program with the assistance of a Police Officer. This program serves to keep low-level offenders out of the formal juvenile justice system but also provides needed mentoring and resources to reduce the likelihood of a juvenile re-offending, especially through violent crime. The UYTC has also provided trauma-informed training to all Police Officers, better equipping officers to interact with juveniles who have experienced violence or trauma. Additionally, in early 2018 the Police Department will introduce a Juvenile At-Risk Screening Program whereby every juvenile taken into custody by Police Officers will be screened for at-risk life conditions. Those who are found to be at-risk will be referred to an appropriate agency identified to provide assistance.

In 2017, the Police Department was awarded a \$20,000 grant through the Urban Youth Trauma Center to implement a youth mentoring program. The Department is working to identify where these funds can be best utilized to offer a police-sponsored mentoring program. The Police Department is also currently working with the UYTC to produce several videos, both to highlight the Youth Violence Prevention Program so that it may be replicated elsewhere and to create training videos for better serving youth in the community.

The Police Department continues to run the Police Athletics and Activities Center (PAAC) program in the summer with a stronger concentration on involvement from Park Forest children. The 2017 PAAC program was another success with many long term bonds fostered between the youth and the staff. There were a total of 71 youth participants, 54 of which were from the Village of Park Forest. A two-tiered fee schedule was continued to make the program (which already has only a nominal fee) even less costly for Park Forest families. The 2017 staff of 21 members, many of whom were former PAAC participants who reside in the area, carried out the day to day functions of the program. The part-time/seasonal staff members that operate the PAAC program have also been instrumental with staffing needs for the 4th of July and Safe Halloween festivities.

The Police Department collaborates with Recreation and Parks in financially supporting (through vehicle seizure funds) and bridging youth programs so the youth are constantly engaged.

Police personnel continue to build relationships with Rich East High School, Michelle Obama School, and the eight Park Forest grammar schools through liaison programs and

continued involvement in their activities (Science Fairs, PEER Programs, Peace Summits, Outdoor Education, the BICYCLE Program, etc.). The Police Department continued giving away bikes in the eight grammar schools across Park Forest. Bikes are being raffled off for those students who have attained the goals set out by the various schools dealing with positive behavior as part of the fifth year of the BICYCLE Program. Over 300 bicycles, helmets and locks have been given out since the inception of the program. In 2017, the Police Department gave away 50 bicycles in the BICYCLE Program purchased with asset forfeiture money. An additional 12 bicycles were given away at community events such as Unity Day and Youth day.

In late-2017 the Police Department began a partnership with the Park Forest Public Library in which police personnel work as Library Liaison Officers on weeknights. Funding for this program is divided equally between the Police Department and Library. Officers provide safety and security during peak library hours, but also interact with patrons, especially youth, in an effort to continue to build relationships while providing a safe environment at a well-used public space.

The Police Department hosted its inaugural Unity Day and National Night Out Against Crime on August 1, 2017. The event was well-attended by the community and the staff from the Police Department, along with various community and service organizations. There was also a great partnership with Main Street Nights which provided musical entertainment throughout the evening, along with numerous activities for parents and children.

4. Improved Code Compliance based on existing studies and innovative solutions.

Staff works interdepartmentally to enhance the viability of commercial development and residential quality of life through a number of different ordinances and programs. In 2017, 168 new vacant properties registered. Also in 2017 a total of 140 citations were written for properties through the adjudication process to resolve outstanding property code violations matter of enforcement. In 2016 a total of 98 citations were written. Since 2007, 206 properties have been brought to the civil court process. A total of 76 properties were ultimately pursued to demolition with 29 more properties in the process. In 2014, it was noted that the six-year trend in the rising number of vacant properties dropped to a yearly average of 587, down from 665 in 2013. In 2015, that figure dropped to 554 and down to 501 in 2016. In 2017, that average is 487. A similar trend has been seen in yearly average number for foreclosed properties. In 2015, the yearly average was 638 compared to 732 in 2014 and 766 in 2013. In 2016, it was 568 and, in 2017, the average is 526.

The Communications Director supports the Building Department's code compliance efforts by alerting residents to various enforcement issues ranging from grass height in the summer to the need for residents to have readable addresses in the winter. Staff discussed the need to increase messaging related to vegetation growth in residential gutters and the damage it causes to a structure. This awareness was promoted again in Discover Magazine this past spring. The Communications Director continues to partner with the Building Department to increase awareness of common issues like grass cutting and street canvassing for readable addresses and other building compliance issues.

The Police Department and Building Department continue to partner in identifying problem households and landlords who are not keeping their property up to code. The new software solution from Municipal Systems Inc., implemented in 2015, has been a great success and made for smooth operations of ordinance violations created by both the Police and Building Departments, from the onset of the violation all the way to the resolution in court. A clear separation of operational duties, responsibilities and management has been established between the two Departments making more efficient use of time and staff.

The Crime Free Housing Ordinance has addressed problem tenants that adversely impact quality of life in the Village. In 2017 the Police Department issued 787 Crime Free Housing Licenses and 294 Municipal Ordinance Violation citations were issued to landlords for failure to obtain a Crime Free Housing License. As of early 2018 there were 4,592 properties/complexes registered through the Crime Free Housing program. In 2017, the Police Department issued 138 warning notices to landlords regarding minor criminal or quasi-criminal behavior on the part of their tenants or visitors at the rental property and the Police Department hosted one Crime Free Housing Seminar for landlords as a requirement to obtain their license with the Village. Valuable information was shared during these seminars and a dialog was created with the landlords establishing the commitment and dedication of the Village with this program. Eighteen Notices of Eviction for serious criminal offenses were sent out landlords in 2017. In each case, the problem tenants moved out voluntarily with no action required by the Village nor were there any court-ordered evictions. As a testament to the effectiveness of the Crime Free Housing program, over 100 problem renters have been removed from properties since the program's inception in March, 2008, with less than 10 resulting in court-ordered evictions.

Another Police Department initiative is the Problem Oriented Policing (POP) program. In its fifth full year, the POP program entails police officers being assigned to specific neighborhoods as liaisons between the police department and the community. Quality of life issues are addressed with emphasis on compliance, rather than issuing citations as a first resort. Officers also attend the Village's Neighborhood Meetings, and attend block parties and neighborhood events. Officers continue to engage citizens and have positive interactions while patrolling their assigned Problem Oriented Policing areas. An on-line interactive map was launched in April of 2016 which allowed residents to identify and contact their POP officer and was continued through the 2017/2018 fiscal year. Finally, the Police Department actively utilizes social media platforms to both educate and interact with the public regarding community concerns, many of which are directly connected to Code Compliance.

Through Home Rule authority and existing ordinances, the Police Department continues to shift enforcement efforts to Municipal Court. When appropriate, this philosophy allows those adjudicated "liable" of low-level offenses to be diverted from the criminal justice system, reducing the stigma of formal arrest while also holding the person to higher accountability. Additionally, fines paid through this system remain in Park Forest, as opposed to fines collected through the local county criminal justice systems, which result in a small percentage of collected funds returning to Park Forest. An example of implementation of this

philosophy is that nearly all arrests resulting from the possession of cannabis which qualify as a misdemeanor amount under state law are diverted to Municipal Court.

The Police Department continued to receive Illinois Department of Transportation Sustained Traffic Enforcement Program (STEP) grants allowing the Police Department to conduct Roadside Safety Checkpoints, Enforcement Zones and Saturation Patrols focusing on reducing impaired drivers and occupancy protection (seat belt) violators on the roadways of Park Forest. A grant valued at \$17,917 was awarded to the Police Department for the period covering November, 2016 to October, 2017. While these grants increase public safety and the Police Department continues to see the benefit of their use, the Police Department will postpone application for these grants through 2018 due to current staffing shortages and the difficulty in staffing these extra-details, and will again seek to utilize the grants once staffing returns to budgeted levels.

In 2017 the Police Department partnered with the Water Department to gain compliance with the Vehicle Registration ordinance. After analysis of the registration data provided by the Secretary of State, 1,719 tickets were issued for residents who failed to purchase their vehicle sticker. Of those, over 700 residents were brought into compliance by either purchasing the required sticker or providing documentation that they no longer owned the vehicle in question. The owners of over 1,000 vehicles failed to respond to notifications or the citation they received, and approximately \$180,000 in past due fines were sent to collections. Due to the collaboration between the Water Department and the Police Department, that debt is now eligible for the Illinois Debt Recovery Offset Program for the first time.

Staff continues to identify problem properties throughout the Village for demolition for neighborhood redevelopment, including renovations and “in-fill” developments. This work can be carried out by Village operations or, where appropriate, in tandem with outside agencies to leverage resources with the South Suburban Land Bank and Development Authority and/or the Cook County Land Bank.

As of September, 2016, Tower Contracting, which purchased and rehabilitated homes with the IHDA Building Blocks grant, has sold all 13 of their homes, all to owner-occupants. Mecca Companies, which purchased and rehabilitated four homes with the Neighborhood Stabilization Program III grant, and four homes with the CDBG-IKE grant, has sold all eight homes to owner-occupants.

In 2014, the Village received a \$185,600 grant from the IHDA Abandoned Property Program (APP) to demolish blighted, vacant houses. This program was successfully closed out in 2016 with the demolition of 11 vacant, blighted houses.

The Village has received a second IHDA APP grant for \$118,200 that will allow for the demolition of three vacant, blighted homes and rehabilitation of one vacant home. The Village is working with Prairie State College and South Suburban College on the rehabilitation element of the grant to support the Colleges’ construction trades training programs. The Village is matching the rehabilitation portion of this grant with \$20,000 per house. The three homes will be demolished in March 2018. Rehab of 305 Sauganash Street

will begin in the summer of 2018 and be completed before the end of the year.

The Village is partnering with the SSLBDA to implement two grants from the IHDA Blight Reduction Program (BRP), totaling \$1,155,000. This program is funding the acquisition of up to 33 vacant/blighted houses, deconstruction and maintenance and “greening” of the lots until a final use is identified. Eleven houses have been deconstructed with the first round grant of \$350,000. An additional nine houses will be demolished by the end of March 2018 using the second round grant, which totals \$805,000. Village staff is working with the Village Attorney to acquire additional vacant, blighted houses through the judicial abandonment process and will continue the process until the second grant is expended or expired. All properties acquired and demolished/deconstructed with this grant are located in the Eastgate neighborhood.

In furtherance of the Eastgate Neighborhood Redevelopment plan contained within the *Strategic Plan for Land Use and Economic Development*, 80 vacant/blighted homes have been demolished/deconstructed with combined funding from a Delta Institute grant, a State CDBG-IKE grant, two Cook County NSP grants, two IHDA Blight Reduction Program (BRP) grants, Village funding and bank funded demolitions. The Village owns 42 vacant lots in Eastgate and the SSLBDA owns an additional 22 lots. The 2015 Cook County scavenger sale will result in Village ownership of another two Eastgate vacant properties by the end of 2018. The Village Attorney’s efforts described above could result in another five lots owned by the SSLBDA in 2018. At that time, the Village and the SSLBDA together will own 71, or 21%, of the properties in Eastgate.

Staff continues to create events to fill revitalized homes by engaging the realtor community. Information sharing sessions are periodically held so realtors can be made aware of amenities which come with home ownership in Park Forest. This includes awareness of governmental financial assistance programs. In the past year, realtor events took place in January and July, 2016, January and September 2017, and January 2018.

In August, 2015 the Village hosted an Investor/Landlord Workshop at Freedom Hall to begin to engage the residential landlord community in Village initiatives. The Departments of Economic Development and Planning, Community Development and Police hosted a second Landlord’s Workshop in March, 2016.

The Fire Department reviewed the 2012 editions of the NFPA, Life Safety Code and the International Fire Code for the purpose of future adoption. The fire code and building code updates were adopted by the Board in late 2014. Implementation of these codes began as of January 1, 2015 and the Fire Prevention Bureau is working to provide information to businesses and prospective businesses, as needed. The Fire Department met with concerned realtors who feel they have been impacted by code changes over the years and continue to consider the issues they put forth. The Department also hosted a ½ day program to educate realtors about the advantages of selling homes with sprinkler systems. This grant funded program provided information and a live demonstration. The Fire Department’s new fire safety education trailer contains a sprinkler awareness element to further informational opportunities in this area. The Department conducted multiple fire safety and residential

sprinkler demonstrations with the new fire safety trailer at youth day, Main Street nights, the Indiana school program, Open House, a Village Board meeting, and the Village's civic leadership class. Currently the Village has 30 residential fire sprinkler-protected dwelling units including Illini Apartments.

The Fire Department is proactive in the enforcement of fire prevention codes to reduce the risk of a hostile fire negatively impacting the Village's limited tax base. The Fire Department continues to perform original inspections and re-inspections with a 95% clearance rate on all code violations. Inspection figures for 2017 show a total of 335 inspections completed to 263 different occupancies. This represents a 98% completion of all occupancies. The Fire Prevention Bureau conducts one original inspection for all commercial properties, and two on high-hazard and assembly uses. The Fire Prevention Bureau continues to train and utilize hire-back inspectors to meet the inspection goals.

The Fire Department partnered with Garden of Peace Church and the Red Cross to conduct a door to door canvas of Eastgate homes for smoke detectors. Smoke detectors were provided at no cost and installed in homes found to be unprotected.

In 2014, the Plan Commission met with the Cook County Forest Preserve District (CCFPD) to discuss how the amenities in the Sauk Woods Forest Preserve can be made more accessible to the Eastgate neighborhood through enhanced bicycle and pedestrian access. Recreation and Parks will seek counsel with the CCFPD on more direct access options through the Eastgate Neighborhood to the Sauk Trail Woods/Forest Preserve.

The Metropolitan Mayors Caucus was awarded \$300,000 from the Illinois Attorney General's National Foreclosure Settlement Fund for a two-year project to explore how code review and enforcement processes can be streamlined and consistent across municipalities, develop an inter-municipal database for tracking troubled properties, create incentive programs to reward responsible landlord behavior and publish a "best practices" manual on code enforcement and monitoring strategies. Officials from Park Forest, Richton Park, South Chicago Heights and Chicago Heights participated in the pilot program. The communities agreed that the most beneficial activity would be to create a shared administrative position that would be responsible for preparing code violation notices, filing liens and doing similar paperwork. This would free up code inspectors to spend more time in the field. A larger group of municipalities is working on the shared database element of the project.

Village staff and the Chicago Metropolitan Agency for Planning (CMAP) began working on the draft Unified Development Ordinance (UDO) in 2013. As of October, 2017, the draft UDO was complete and public open houses were held in October and early November for all Park Forest residents, businesses and commercial/industrial property owners. The Planning and Zoning Commission conducted a formal public hearing on both the text of the UDO and the zoning map amendments and the draft Ordinance was presented to the Board in November and December, 2017. The UDO was adopted by the Village Board in December 2017. The UDO represents a comprehensive revision of the zoning, subdivision and storm water management ordinances to be consistent with more modern land development practices and to ensure consistency with the Village's comprehensive plan, especially the

Sustainability Plan element. The Village's consulting engineer is still working on the storm water management ordinance, which is expected to be presented to the Planning and Zoning Commission and Board for approval in spring 2018.

With staffing support from CMAP, a Bicycle and Pedestrian Plan was adopted by the Village Board in December, 2014. This plan moves forward the Village's sustainability goals by improving active transportation networks, creating safe and enjoyable bicycle and pedestrian routes and encouraging sustainable, local transportation. The plan seeks to increase bicycling, walking and transit use, improve traffic safety, enhance local businesses and foster a healthier, more environmentally friendly community.

In August, 2016, the Village was awarded a \$200,000 Cook County CDBG to improve five mid-block pedestrian cut-throughs consistent with the adopted Bicycle and Pedestrian Plan. The Village's match for this project is approximately \$73,000. This project, which was a collaborative effort of the Public Works, Recreation and Parks and Economic Development and Planning Departments, was completed in 2017.

In 2016, the Village's Complete Streets Policy was named the 3rd best policy (tied with 2 other communities) in the US by Smart Growth America. The Communications Director secured coverage in the Illinois Municipal Review Magazine along with the Chicago Tribune related to this recognition.

Health Department staff are registered members of the National Association of City and County Health Departments and had one staff member attend Mobilizing Action through Planning and Partnership (MAPP) training related to community assessments. The Health Department used the MAPP framework while conducting a quality improvement health assessment. The Department formed a new partnership with the Health Impact Collaborative of Cook County to brainstorm ways to address community health needs. This group reviewed data from 5,500 surveys and numerous focus groups. The Health Department was successful in identifying new emerging public health needs, gaps in access to health care and plans to pursue community partnerships and look for applications for public health grants that may address the top three community health concerns. The long-term strategic goal is to apply for Public Health Accreditation as a local health department. This is a nationally recognized quality measurement of the Health Department's various services and programs against the written State and Federal standards.

Public Works is focused on improving code compliance with the water system. In 2015, work began with BSI, Inc, to ensure compliance with the Village's cross connection ordinance thru yearly servicing of backflow devices.

In 2016, Public Works partnered with Service Line Warranties of America to advertise affordable and reputable sewer service warranties to Park Forest residents. This provides residents with a secure option in maintaining their portion of the infrastructure network. Since the inception of the partnership, nearly 500 homes are now insured in the program with 51 claims having been filed by Park Foresters. These claims have resulted in more than \$34,000 in claims for services (sewer rodding, etc.) and/or repairs being provided.

5. Fiscal and Service sustainability based on the triple bottom line concept.

Recreation & Parks continues its cost analysis project and analyzing its pricing structure.

Economic Development and Planning staff analyzed its non-core programs, such as Park Forest Idols, Black History Month, Wine and Chocolate Tasting, Business Breakfasts and MidSummer Madness to understand the costs, revenues and benefits of these programs. Information was provided to the Village Manager and Finance Director.

Analysis of core vs. non-core services has been provided at Financial Updates in October and February.

The Communications Director supports the triple bottom line concept of fiscal and service sustainable practices of the Village by incorporating sustainable tips and reminders in as many forms of communication as possible.

The Communications Director continues to reduce paper usage by making more processes digital where possible. Paperless registration has been available for the community Garage Sale, home buyer's workshops in Park Forest, for the Civic Leadership Academy and for all boards and commissions. When possible, messaging/forms/additional fliers are included on the reverse side of print pieces included in water bills to reduce paper and print costs.

The Communications Director was successful in having an article published in the October, 2015 issue of the Illinois Municipal Magazine on the Village's STAR Communities Award. Exposure from the article's printing is hoped to gain more attention and awareness that may lead to more contacts being made who recognize the Village as a leader in sustainability.

Health Department staff will look at core vs. non-core services within the Health Department and begin to consider updating/changing health care models in order to capture full reimbursement available for services. Plans are to incorporate an electronic charting system in order to meet the three public health objectives for meaningful use which require the capability to submit electronic health data to other public health agencies. Incorporating meaningful use activities will improve the collaboration between clinical health care needs and services rendered through the local health department. Using electronic data collection systems also strengthens the reliability of accurate accounts of encounters made through the Health Department and show the role of public health in screening and referring identified cases for primary health care and chronic disease management. Data collection also forms a stronger basis for applicable public health grants.

To build new revenue streams, the Health Department underwent a survey to become nationally accredited in January, 2013. With a Joint Commission Accreditation status, this opened the door for the Village to establish provider partnerships with several of the health insurance vendors. The Health Department is now aligned to receive home healthcare referrals from each insurance provider network that has clients in the home service area.

The Health Department participates in various community health events to promote health and wellness by providing blood pressure, glucose screenings and general educational talks/presentations. Venues included Faith United Protestant and St. Irenaeus churches, Youth Day, Governor State University and Back to School Health Fair in Ford Heights. The Department also administered influenza vaccines to residents of Maple Brook senior community in Matteson and Centennial Village in Steger. In 2017, Staff formed a Healthy Hearts Walking group which met every Saturday morning to walk for 30 minutes throughout the community. This group was formed to encourage increased physical activity for individuals and families and to explore new sections of town weekly.

The Department also partnered with the Senior Commission to coordinate several community education events. Topics have included public transportation, home safety, legal tips, stress reduction, a resource seminar for care-givers dealing with Alzheimer's or Dementia and a presentation on reverse mortgages.

The Health Department attends many Village events as opportunities to provide information to residents about preventive health measures and risks for chronic health conditions. The Health Department is seeking grants to support the materials, staff training and marketing materials needed to be successful. As the program is disseminated throughout the community, the goal is to decrease overall area health care costs by increasing awareness of when individuals should access primary health care services to seek care before conditions are out of control and at risk for mortality. The goal will also help raise awareness of the Health Department walk in screening services and home health service programs available to them through the Park Forest Health Department and Nurses Plus Home Health Care. The Health Department continues to administer flu shots and will conduct flu clinics within the community for groups of 20 or more. Flu shots are offered as a courtesy to clients picking up food from the St. Irenaeus food pantry in addition to providing free blood pressure screenings to these clients.

In 2014, the Park Forest Health Department renewed a long term contract with Rich Township to continue to provide monthly health screening services at the Shirley Green Senior Center and four of the area Rich Township senior buildings including Garden House, Victory Centre of Park Forest, Juniper Towers and Cedar Ridge of Richton Park.

The Health Department coordinates and screens the vendors of the Farmers' Market to ensure that quality produce is sold. The Department also continues to be a host site for the annual senior nutrition coupons for low-income seniors to assist them with access to using the Market. In 2017, senior nutrition coupons worth \$25 each were distributed to 631 local area seniors. The senior coupons come from a federally supportive grant through Age Options to assist seniors in purchasing fresh fruits and vegetables at local farmers' markets.

The AmeriCorps VISTA program awarded Park Forest a VISTA volunteer in 2015 to work on anti-hunger related programs. The VISTA volunteer in Park Forest worked to improve access to nutritious food options by enhancing awareness and utilization of benefits at farmers' markets; support local, community gardening and agriculture efforts; and provide nutrition education information and opportunities for low-income residents. The volunteer

developed a community garden logo and collaborated with the St. Irenaeus food pantry.

In 2016, Public Works partnered with the Metropolitan Water Reclamation District of Chicago to supply free rain barrels to Park Forest residents within Cook County. A total of 418 residents ordered 1,173 rain barrels through this program. This will allow 64,515 gallons of storm water per one-inch rainfall event to be reused by residents and kept out of the Village storm sewers. In 2017, the Village's sustainability budget funded a similar program for Will County residents who ordered 196 rain barrels.

The Village partnered with the University of Illinois Extension to provide a series of educational sessions related to gardening. The 3rd Saturday Gardening Series took place from March to October in 2014, 2015 and 2016 with presentations taking place at either Village Hall or the Wetlands Discovery Center. The purpose of these gardening classes was to increase resident knowledge and build capacity to expand the community garden program. The program has been successful with 15 to 25 residents attending each session. As a result, a community of gardeners has been created in the Village and it is expected that these classes will expand to incorporate the Park Forest Community Garden Program. In 2016, the Environment Commission took over the Gardening Series and decided to hold all classes in the Wetland Discovery Center. The program continued through December, 2017 and now the 2018 series is underway.

The Fire Department continues to look at expanding "Green Initiatives" into the physical plant, vehicles and operations. The Department continues to move to a paperless pre-planning process eliminating large binders and replacing them with re-usable thumb data drives. Efforts at going paperless within Fire Prevention have been made by increasing e-mail reporting capabilities. Paperless EMS and Fire reporting have been implemented via SouthCom Dispatch and a new Fire Records Management System. The Department is continuing development and refinement of an anti-idling and sustainability policies to reduce the use of fossil fuels and the generation of exhaust gases. A solar panel was added to the Department's newest ambulance to allow the maintenance of electrical equipment without the vehicle running and two such panels have been placed on the squad/pumper 56. Finally, the Fire Department has installed LED lighting wherever possible to reduce energy needs and usage. The Department continues to make sustainability a focus wherever possible and works closely with the Sustainability Coordinator. In 2017, the inspection division began using iPads to complete inspections and save information to the Department's web-based records management system. Inspection forms are then emailed to business at the completion of the inspection, allowing all inspections to be paperless. Also in 2017, members participated in a solar panel training program on plan review for installations and safety education.

To enhance fleet inventory, in 2016, the Villages of Park Forest and Flossmoor entered into an intergovernmental agreement for vehicle sharing/replacement related to reserve fire apparatus. The IGA allows the communities to extend their vehicle replacement schedules over the course of time, thus allowing for a savings in Vehicle Service Fund purchases.

In October 2014, Park Forest received the Governor's Sustainability Award from the Illinois Sustainable Technology Center and was one of 24 Illinois companies and organizations (only

6 of them were governmental agencies) honored for their significant achievements in protecting the environment, helping sustain the future and improving the economy.

The Village continues to seek out ways to improve the energy efficiency of all Village facilities. One of the most important parts of energy efficiency is to track and measure energy use. The Village logs energy use into the Energy Star Portfolio Manager benchmarking tool and develops energy efficiency and conservation campaigns to reduce energy use. The Village also encourages residents and businesses to take action to improve their homes and buildings. Presentations and introductions to energy efficiency service providers have been made and will continue into the coming years with the goal of reducing energy usage by 2-3% each year to achieve the goal of an 80% reduction by 2050.

The STAR Community Rating System is the first national framework to measure sustainability at the city or county scale and provide a tracking system to help local government organizations measure progress towards achieving community sustainability goals. Park Forest was selected to participate in the inaugural Leadership STAR Communities Program. The Village submitted an application for STAR certification in January, 2015 and was awarded recognition as a 3 Star Community.

A Sustainability Coordinator was hired in August, 2016. Work is currently unfolding on preparation for the Village's next STAR certification process, which will occur under STAR Version 2.0. The previous STAR evaluation, combined with current actions and future plans, will be taken into account with the goal of leading Park Forest to a 4 Star Community. The Sustainability Coordinator is currently researching best practices in sustainability with the assistance of the Village's Environmental Committee, department heads, regional sustainability groups and other local stakeholders.

The Sustainability Coordinator worked with the Metropolitan Mayors Caucus and 16 other area municipalities and counties to obtain designation as a SolSmart certified community. SolSmart is a program funded by the US Department of Energy and helps municipalities gain national recognition that they are "open for solar business". Some of the actions needed to obtain this certification included Village staff has training on permitting and inspecting solar installations, providing easy to access information about how to obtain permits for solar installations, and adopting Village ordinances to permit solar installations. In February 2018, the Village was awarded the Gold SolSmart designation, the highest level possible.

A Sustainability Intern was hired in February 2018 to continue various Staff initiatives related to sustainability.

Village Staff is partnering with the Chicago Southland Economic Development Corporation (CSEDC) to examine several potential sites for community solar projects. The Illinois Future Energy Jobs Act, adopted in 2017, takes effect in 2018 and will provide incentives for development of community solar projects. The Village's work with CSEDC will include development of a request for proposals to seek a developer for sites that are found to be suitable for these projects.

In 2017, the Sustainability Coordinator contributed toward an energy audit of Village-owned buildings which listed potential energy and economic savings and created the opportunity for LED street lighting replacements and other utility retrofit grant projects to reduce overall costs at the Park Forest Water Plant. Due to the water plant being operated 24 hours a day, the estimated savings based on these actions are 56,560 kilowatt hours and \$4,524 annually. The Sustainability Coordinator also assisted with the work of a new local nonprofit, the “South Suburban Sustainability Living Association”, which has the goal to hold a regional Sustainability Fair starting summer 2018 in Park Forest.

The Economic Development and Planning Department and Sustainability Coordinator are also currently working with a new intern with education in the field of climate change to facilitate a new Climate Action Plan. This Plan will have concrete future actions for staff to undertake and monitor to ensure ongoing progress.

In summer 2016, The Village benefitted from the volunteer efforts of nine young adults from the AmeriCorps National Civilian Conservation Corps (NCCC). Most of the work completed by the NCCC Team was related to the Village’s Sustainability Plan. Work included:

- Water Sealed 500 feet of boardwalk at Rail Fan Park and 200 feet at the Central Park wetlands.
- Cleared overgrown vegetation and trees from 25 pedestrian cut-throughs in the Village, for a savings to the Village of at least \$50,000. This work also contributes to the Village’s match for a \$200,000 CDBG grant from Cook County.
- Painted over 500 storm sewer inlets with environmental messages and distributed 1,000 door hangers with environmental messages.
- Built a combination rain harvester/tool shed at the Neola Street community garden.
- Installed five information kiosks at locations along the Village’s bike route.
- Cut down about 250 feet of invasive trees in about 3 acres of the Central Park wetlands.
- Cleared 1,833 linear feet of drainage way and woody vegetation in Central Park.
- Cut down about 200 feet of brush and small trees along the trail in Indiana Park.
- Totally repainted the interior of the Recreation Center gym, hallways and lower level.
- Participated in the Park Forest summer camp and PAAC (Police Athletic and Activity Center) activities, interacting with about 140 children, elementary through high school.
- Assisted at the Growing Green Recycle Fest, which included 12,000 lbs. of shredded paper, and recycling of 232 televisions, 2,500 pairs of shoes, 500 lbs. batteries, 300 pairs of eyeglasses and 8,783 pounds in electronics.
- Assisted at the annual Park Forest Youth Day.
- Provided approximately six hours support at the local Veterans’ Closet.
- Assisted at the St. Irenaeus Food Pantry by suggesting new procedures to get food to correct shelves; unloaded deliveries and stocked over 20,000 pounds of food; helped respond to 539 home requests for food, leading to 2,073 people receiving 18,657 meals.
- Assisted other volunteer groups at the St. Irenaeus community garden by clearing yard waste and debris from compost bins, clearing weeds for new plants and rebuilding cinder block foundations of new rain barrel collections array.

- Coordinated a Volunteer Fair to raise awareness of volunteer opportunities in the Village.
- Spent many hours on individual service projects in Park Forest and neighboring towns.

In summer 2017, the Village again benefitted from a nine member AmeriCorps NCCC team. This 2017 team accomplished the following:

- Removed weeds, trees and other undesirable species of plants at the Fire Training site.
- Repainted 200 feet of interior hallway space within the main areas of the Fire Department.
- At St. Irenaeus Catholic Church Food Pantry, on seven delivery days, helped unload and stock over 12 tons of food for distribution and, on seven open pantry days, helped to service over 700 households representing over 3,300 individuals.
- At the St. Irenaeus Catholic Church Community Garden, assisted with transplanting, weeding and cultivation of the vegetable beds, and harvested eight half-bushels of wax beans and five half-bushels of blueberries.
- Were the primary volunteers at the 2017 Recycle Fest, helping setup and take down tents, collection bins and other materials. Collected that day were:
 - 6,000 pounds of documents shredded
 - 412 pounds of clothing, 60 pounds of shoes
 - 830 pairs of shoes (in addition to above)
 - 70 pairs of glasses
 - 200 bottles of unused medication
 - 164 regular TVs, 5 large “box” TVs (10,663 pounds)
 - 2,432 pounds of electronics
 - Two 50-gallon trash bags full of plastic grocery bags
- Cleared thousands of feet of tree limbs and small trees back of the walking paths throughout the Central Park Wetlands and the Winnebago Park drainageway.
- Spread hundreds of yards of playground mulch.
- Seal coated a great portion of the walking path through Central Park.
- Installed concrete pads for permanent installation of porta-potties at the Rail Fan Park, Bark District Park and Central Park.
- Installed concrete pads for bike racks at Logan Park.
- Reinforced fence at Bark District Park so dogs cannot escape from enclosure.
- Sanded locust tree logs for installation at Murphy Park and constructed pergola and a slide ramp at Murphy Park.
- Promoted Community Service Day to build a children’s park on Arrowhead Street in the Eastgate neighborhood at which they organized approximately 40 volunteers and Village staff to install equipment, spread wood chips, build a sand box and color coat a basketball court that improved the surface of a much-used basketball court.
- Assisted with setup, breakdown and support for the 18th Annual Youth Day Back to School event.
- Assisted with the supervision of approximately 75 participants of the PAAC (Police Athletics and Activity Center) program.
- Participated in the PAAC “Showdown,” a talent show amongst the teams that featured dancing, stepping and acting while showing team spirit and team work.

- Provided support to Police Unity Day/National Night Out Against Crime on August 1. This included setting up tables for exhibitors and staffing booths such as an inflatable jump house and a dunk tank.
- Provided staff support to the Village summer camp program on field trips to the movies, the Windy City Thunderbolts (baseball) and Deep River Waterpark. Also assisted at the Village Aqua Center and the Recreation Center.
- At the Thorn Creek Nature Center, corrected 13 water drainage bars, which involved digging and relocation. This enhanced walking the trail, and reduced erosion for 1/4 mile of trail that is heavily used. Re-trenched and cleared vegetation around 25 water drainage bars on the woodland trail over a mile of trail. Cleared and widened the Nature Center loop trail, approximately 1/2 mile. Realigned and cleared a damaged section (1/4 mile) of Woodland Trail.
- Located and inspected 37 storm sewer manholes for the Village's NPDES (National Pollutant Discharge Elimination System) program.
- Placed Rip-Rap at the end sections of drainage ways on Lakewood Boulevard just west of the Library, moving close to 40 tons of stone to help with erosion at the end sections.
- Spent a day learning about municipal government and three half-days learning the specifics of the Park Forest Fire Department, Police Department and Public Works/Water Treatment Plant.

Economic Development & Planning and Recreation and Parks staff are working with the Metropolitan Mayors Caucus and the South Suburban Land Bank to develop low-cost, low-maintenance alternatives for vacant residential and commercial lots. Options include planting cover crops such as clover, little bluestem and flowering seed mixes. Initial funding to conduct a pilot project is available through the IHDA Blight Reduction Program grant as it funds installation of green infrastructure after a blighted home has been deconstructed.

To enhance staff efficiency for such processes as financial reporting, payroll, accounts payable, utility billing, human resources, timekeeping, inspections, fixed assets, adjudication, vehicle licensing, document management and even work order management, a Village-wide software platform (BS&A) was designed and implemented across 2015 and 2016.

In July 2015, the Departments of Human Resources and Finance, and members of the consulting firm Sikich, successfully implemented a comprehensive, Village-wide Classification and Compensation study in addition to updating job descriptions.

The Village's current practice of semi-annual financial reviews along with detailed Budget reviews allows for timely assessments of financial trends. This practice coupled with the fiscal policy adopted to maintain adequate reserves protects the Village against disruption in providing services.

The Village was a local sponsor agency for a Congestion Mitigation/Air Quality (CMAQ) grant for the locally-based business Star Disposal. In particular, the grant resulted in more than \$3M benefitting the business as it converted its garbage truck fleet to compressed natural gas (CNG). Across 2016 and 2017, CMAQ grant disbursements of \$411,478, \$2,262,177 and \$382,639 aided the company in building new CNG fueling spaces at its

business locations in Park Forest and Homewood in addition to purchasing 24 new trucks. Not only did the grant funding assist a local business, it reduced the carbon footprint of Park Forest and all south suburban communities served by Start Disposal's CNG vehicles compared to the former diesel fleet.

Village Staff is exploring the use of compressed natural gas (CNG) as an alternative fuel. Staff met with a representative of *Clean Energy* to discuss using CNG vehicles and changes that would need to be made to buildings where these vehicles would be parked.

In January 2017, staff conducted a workshop in the Eastgate neighborhood to promote the development of community gardens on Village owned vacant lots. Promotion of community gardening was also the theme of an event to be held in late March and co-sponsored by the Village and the Park Forest Public Library.

Village staff are working with a young entrepreneur who has created a small market farm on the lots at 210-220 Indianwood Boulevard in spring, 2017. These lots were acquired through the tax scavenger process and there has never been any construction on them due to the poor soil conditions. Given the unlikelihood of building on these lots, and in support of the Sustainability Plan, a small farm seems like an appropriate use, at least as a test case. This farmer's experience in 2017 did not meet Village Staff's expectations. Therefore, the plan for use of this land in 2018 is still under consideration.

6. Sustain the Village's role as a catalyst for innovative change in the region.

Members of the Village Leadership Team continue training and holding leadership presences across the region (SSMMA, Metropolitan Mayors Caucus, CMAP, Metro Managers Association, etc.), the state (Illinois Municipal League) and in various professions (Government Finance Officers Association, American Planning Association, Illinois Public Employers Labor Relations Association, ILCMA, American Public Works Association, US Green Building Council, etc.) to foster sharing of best practices.

The Village continues to receive the Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Award. These award designations have occurred over the past twenty years.

The Finance Director is a board member of the South Metro chapter of the Illinois Government Finance Officers Association (IGFOA). Finance staff members regularly attend IGFOA information sessions on new regulations and GASB pronouncements.

The Fire Department continues to research the potential for changing the basic delivery structure for fire and EMS services on a local and regional basis. Fire personnel are active participants in regional, state and national organizations (MABAS, CART, IFCA, IAFC, Will County Fire Chiefs, Metro Fire Chiefs, etc.) acting as a catalyst for change in the fire and EMS community. On a somewhat limited basis, the Fire Department continues working with the Illinois Fire Service Institute to bring free specialized training to the region on topics not otherwise presented locally. By working with these partners, Department members and

firefighters from the region receive day-long training at minimal cost. The Fire Department's Administrative Assistant continues participation in IFSAP (Illinois Fire Service Administrative Professionals) and attends their annual conference.

The Fire Department continues to investigate the concept of community paramedicine and its potential impacts. The EMS committee of the Illinois Fire Chief's Association expected guidelines to be issued this year but this measure has been returned to a different committee for further study. The overriding issue is who will pay to make these changes and how it will be funded over the long haul. Illinois has yet to clearly define policies for community paramedicine, which has slowed any progress in this area.

Fire Department staff recently started a senior citizen outreach program. This program is currently set-up to meet with residents of Garden House, Juniper Tower and 101/151 Main to discuss safety issues and address resident's questions.

The Fire Department has partnered with Park Forest Local 1263 to train three Fire Department members as peer fitness coordinators. Each member of the Department is assigned to a peer fitness coordinator who helps develop and design a fitness program for each Fire Department member.

Recreation and Parks continues to partner with such organizations as SSSRA and South Suburban Parks & Recreation Professional Organization in the areas of innovative recreation programming. The Village also offers cooperative programming with Matteson, Richton Park and Olympia Fields as practical. These co-op opportunities' range from youth sports to senior trips. With the closing of a nearby swimming facility, Recreation and Parks Staff worked with University Park staff to accommodate their summer camp participant swimming needs.

The Carol White Grant was funded through the end of the 2016/17 school year. Staff partnered with School District 162 on programming that encouraged youth physical activity and utilize facilities like the Tennis & Health Club, parks and tennis courts.

The Recreation & Parks Advisory Board has been active in promoting new and "best practice" initiatives in the parks. The Advisory Board also works closely with other boards and commissions to support parks and the Village as a whole.

The Recreation and Parks, Economic Development & Planning and Administration Departments successfully carried out the inaugural Civic Leadership Academy in 2015/2016. Participants were exposed to the roles and responsibilities of municipal government, the roles and responsibilities of citizens and the importance of civic engagement. With the Communications Director as the primary marketer of the program, the participation has nearly doubled. A class of 22 participated in the second year of this program in 2016/2017. A class of 17 is now engaged for the third year of this program that will include monthly sessions from September, 2017 through May, 2018.

The Communications Director supports the Village's efforts to be a catalyst for innovative change in the region by spotlighting key initiatives like the Park Forest MakerLab and the

numerous sustainable endeavors undertaken in recent years. Examples include helping secure an additional year of funding for the MakerLab by providing videography support required for the application. The Communications Director has also worked to get articles printed in notable publications in the region to help raise awareness, like the Illinois Municipal Review, which printed an article on Park Forest's STAR designation in October, 2015.

The Communications Director has begun outreach efforts to highlight the Village's participation in the National League of Cities Race, Equity and Leadership (REAL) initiative. An image, along with overview details from Park Forest's REAL kick-off meeting in August, were shared online.

The Village continues to be an active member of the South Suburban Land Bank and Development Authority, the South Suburban Housing Collaborative and SSMMA. The Village has also taken on lead roles on the SSMMA Executive Committee (Mayor and Manager), the SSMMA Legislative Committee (Mayor), the Management and Finance Committee (Manager) and on the Board of the Chicago Southland Fiber Network (Manager).

The Mayor and staff are working with SSMMA and the Chicago Southland Housing and Community Development Collaborative (the Collaborative) to finalize the Strategic Plan for the Collaborative and increase its exposure to other South Suburban communities and to potential funding sources. The development of the Strategic Plan is being led by the Metropolitan Mayors Caucus and the Metropolitan Planning Council.

Staff continues to take an active role in Select Chicago Southland (SCS), a working group of Southland communities that first came together in 2013 to promote retail retention, expansion, attraction and development. Membership in SCS varies based on the specific activity being undertaken but it has included as many as 18 SSMMA municipalities. The group has participated in 2014, 2015 and 2016 RECon Las Vegas, and 2014, 2015 and 2016 Chicago Deal Making.

The Economic Development Team continues its work with multiple communities, consultants, the CSEDC and the Cook County Assessor's Office to update incentives and procedures to spur economic development in the southern suburbs. Also, work continues with several partners (CSEDC, OAI, Inc.) to implement workforce development programs which benefit Park Forest residents and the employees of interested Park Forest businesses.

Park Forest staff created a team of staff from the CSEDC, Prairie State College, the MakerLab and the EDAG Chair to attend an International Economic Development Association technical course together in 2015. The course focused on the competitive advantage of regions and the role of economic developers and community stakeholders in building an innovation ecosystem.

CMAF is beginning work on a successor plan to GO TO 2040, to be known as ON TO 2050. The new plan is scheduled to be adopted by the CMAF Board in October 2018. The Director of Economic Development and Planning served on the Reinvestment and Infill Resource Group to assist CMAF staff in developing a detailed strategy in the new plan. The Resource

Group met through 2016.

The Village has signed on to be an actively participating community in the Race, Equity and Leadership (REAL) initiative for the National League of Cities. In mid-2016, a workshop related to REAL was convened with numerous members of the Village Board, staff and volunteer Boards and Commissions. As a result of this presentation, several committees have been established, including 1) a Steering Committee; 2) a subcommittee on policies that will review the Village code of ordinances; 3) a subcommittee on procedures which will review administrative procedures; and 4) a subcommittee on practices that endeavors to review traditions common in the community. The purpose of these committees is to review and, where necessary, shift any unintended impacts on certain segments of the Village's population. These committees have met on several occasions in 2017.

A Neighborhood Meeting program was implemented in 2004 with a purpose of enhancing civic engagement and public interaction. The entire Village leadership team is in attendance to present various topics to attendees and answer questions that are posed. Meetings typically take place in a church or school gymnasium in the neighborhood for those invited residents. Dozens of meetings have been convened since the inception of the program. In 2017, meetings took place with residents of Will County, East Lincolnwood, West Lincolnwood, the W Streets, Birch Street Townhomes and Cedarwood Cooperative. Four meetings are now scheduled for 2018.

The Planning and Zoning Commission began working in late 2016 on an update to the *Homes for a Changing Region* housing policy plan. Assistance was provided by SSMMA, CMAP, the Metropolitan Planning Council (MPC), and the Metropolitan Mayors Caucus (MMC), as well as Village staff. As of November 2017, the revised *Comprehensive Housing Plan* is complete and will be presented to the Board of Trustees in February 2018 for adoption as the updated housing element of the Village's comprehensive plan.

Public Works staff continues to identify the individuals and departments of other governmental and non-governmental agencies like IDOT, Cook County Highway Department, Metra, CMAP, PACE and Illinois Tollway that work in infrastructure and public works fields. Staff actively participates in the South Suburban Directors Association meetings, Transportation Advisory Group (TAG) meetings and Transportation Committee meetings. Meetings are held monthly and are attended by surrounding local agencies and other governmental and non-governmental agency staff. These meetings are held to discuss topics and projects that affect and that are within the south suburb region.

Public Works partners with other south suburbs on a Municipal Partnering Initiative (MPI). MPI explores joint purchasing/contracting of various public works functions such as sidewalk replacement, street signs, pavement marking, crack sealing/filling, etc.

The Community Relations Coordinator continues to participate in the activities of the Chicago Area Fair Housing Alliance, which meets on a monthly basis. This Alliance is a consortium of fair housing and advocacy organizations, government agencies and municipalities committed to the value of fair housing, diversity and integration.

Village staff were active in the planning and promotion of the 20th anniversary of the South Suburban Diversity Dinners, of which the Village is a major financial supporter.

The Community Relations Coordinator continues to build a strong alliance with local realtors, banks and investors to build the awareness of vacancies while increasing awareness for residents of potential homes to purchase and available financial assistance to do so. A Realtors Brunch was held in January 2015. Nearly 60 realtors were in attendance. In 2016, realtors were collaborated with on the House Tour and Expo and in several sessions where housing-related speakers were the focal point such as Neighborhood Housing Services, AGORA and the South Suburban Housing Center. A Realtors Brunch was held in January, 2017 with the topic of Social Media for Realtors. The Realtors Brunch held in January 2018 included a details from the Illinois Housing Development Authority and an opportunity for Realtors to get a free “head shot” photograph for use in their marketing endeavors.

The Commission on Human Relations continues to attend the annual conference of the Illinois Municipal Human Relations Association and attend regular meetings, workshops and conferences of the Chicago Area Fair Housing Alliance, South Suburban Housing Center, Illinois Municipal Human Rights Association and Diversity Dinners.

The Police Department’s Veterans Liaison Officer works with the Veterans Commission and act as a conduit Veterans who require police assistance and the Police Department. The Liaison Officer is educated on the resources available to veterans and networks with area veteran facilities and programs. Police officers engaging the community can refer citizen veterans or family members of veterans to the Police Department Veterans Liaison Officer for assistance dealing with many areas from special needs, transitional problems, addictions and housing. Likewise, the Department’s Homeless Liaison works with homeless person in locating resources and serving as an advocate for the homeless within the Police Department. The Homeless Liaison receives specialized training and participates in homeless advocacy programs throughout the region.

Since 2016, the Police Department, in partnership with the Fire Department, hosts a yearly combined Table Top Exercise whereby those departments, with other Village departments and community public safety partners, have command staff work through various critical incident scenarios. These exercises help identify strengths and weaknesses in response plans and better prepare personnel for working in an Incident Command situation. In December of 2017 this exercise was featured on Fox 32’s nightly news.

The Police Department remains at the forefront of providing continual and up-to-date training to its officers, utilizing in-house instructors for most use-of-force curriculum, Mobile Training Units (North East Multi Regional Training and Tri-River) for other advanced topics, and monthly on-line training through the Police Law Institute, which satisfies state-mandated training requirements. As an example of the innovative approach to training, the Police Department has reached a 100% completion rate of its first-line supervisors becoming certified through Crisis Intervention Team (CIT) training, a 40-hour course which provides advanced training on responding to someone in mental health crisis. By the end of the

2017/2018 fiscal year, 100% of non-probationary front-line officers will have received this advanced training as well.

The above training is part of the Police Department's commitment to the International Association of Chiefs of Police "One Mind" campaign, which seeks to ensure successful interactions between police officers and persons affected by mental illness. To join the campaign, law enforcement agencies must pledge to implement the practices of "establishing a clearly defined and sustainable partnership with a community mental health organization, developing a model policy to implement police response to persons affected by mental illness, training and certifying sworn officers and selected non-sworn staff in mental health first aid training, and providing crisis intervention team training." The Police Department was one of the first Illinois law enforcement agencies to join this campaign.

A leading causes of officers being killed in the performance of their duties is motor vehicle crashes. Historically, training for Emergency Vehicles Operations Courses (EVOC) were not local to Park Forest. Staffing issues and overtime costs limited the amount of training that officers could attend in this area. In 2015, the Department developed an in-house training program on EVOC with a member of police staff becoming a certified instructor. In 2016, yearly in-house training programs began where all officers receive classroom and hands-on EVOC training at no overtime costs and in compliance with IRMA standards. This training continues.

The Police Department is at the forefront of law enforcement interacting with the community through social media and is known regionally for efforts in building community relations through this format, being repeatedly featured in Chicago news market programming for their efforts. As of early 2018 the Police Department has over 10,600 followers on Facebook, over 3,200 followers on Instagram, over 1,600 followers on Twitter, and footprints on LinkedIn, YouTube, and NextDoor.

The Village has participated as a member of SouthCom since 2005. This joint emergency dispatching agency pools resources with the neighboring communities of Matteson, Olympia Fields and Richton Park to provide technologies that would not otherwise be available were it not through cost sharing. Shared resources in dispatching has gone from innovative to the standard in Illinois. However, members of SouthCom also engage a Federal lobbying firm to act on behalf of the group in pursuit of policy concerns and/or grant funding opportunities. While there is an annual cost for these services, the Village's return on its investment has been approximately 8 to 1, with grant revenues being in excess of \$3,000,000.

The Director of Economic Development and Planning is the Village's core member of the Urban Sustainability Director's Network (USDN). Working with several other communities located throughout the US and Canada and the International Economic Development Council, the Village received a USDN Innovation Fund Grant to conduct a workshop on sustainable economic development. The workshop was held in Cleveland, OH, in September, 2016. Both the Village's Director and Assistant Director of Economic Development attended the workshop, along with 45 municipal/county sustainability and economic development staff from all over the US and Vancouver, British Columbia.

The Director of Economic Development and Planning and the Human Resources Director are participated in an online Equity Leadership training sponsored by USDN in 2017. The Director of Economic Development and Planning continued this training at a workshop held before the USDN annual meeting in late October, 2017.

The Assistant Director of Economic Development and Planning led a south suburban effort to write and gain approval of State legislation that would have created a new class of property tax incentives for large “keystone” properties that have been vacant for at least three years. This legislation was introduced to the State Legislature by Representative DeLuca in January, 2017. The legislation was eventually re-written to benefit only Park Forest’s “keystone property” at 80 North Street. The legislation became law in September, 2017 as Public Act 100-0510 (SB 1775 enrolled as 35 ICLS 200/10-705 new Keystone Property).

The Village, Rich Township School District 227 and ImageWorks Manufacturing have collaborated to assist ImageWorks with hiring up to 9 high school graduates for a joint internship/college program. ImageWorks is training the students in a variety of professional specialties (marketing, finance, graphic design, IT, etc.), while they go to college to study their selected specialty. The students will work for ImageWorks for up to four years, while in college, and will be offered permanent jobs based on performance.