

Financial Update
Saturday, October 12, 2013
8:00 a.m. Village Hall

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Agenda

- 1. Preliminary Year-end Results**
- 2. Current Year Trends**
- 3. Tax Levy Projections**
- 4. Public Works Projects**
- 5. Economic Development Update**
- 6. 2013/2014 Board Goals – Fall Update**

MEMORANDUM

DATE: September 24, 2013

TO: Mayor John Ostenburg
Board of Trustees

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

RE: Preliminary Year-end Results

Attached are the preliminary pre-audited results for the Fiscal Year ended June 30, 2013. Following are key points related to the information contained in the attached charts.

GENERAL FUND REVENUES

Overall actual revenues represented 104% of budget.

Property Taxes collected represent 99% of budget. Actual revenue represents the second installment of 2011 and the first installment of 2012 which is now billed at 55%, for Cook County, of the prior year total.

Sales & Use Tax revenues represented 127% of budget and represented a slight gain from the prior year. Some of which relates to an audit adjustment for the former Osco. This category now includes video gaming tax, which was \$1,886 for Fiscal 2013.

Utility Tax revenues were 104% of budget, down from the prior year reflecting the prior year audit adjustment in April, 2012 of \$300,000. This apparently was a one-time adjustment.

State Income Tax represented 122% of budget reflecting a healthy increase from the prior year related to a recovery in State employment.

Personal Property Replacement Tax is a form of corporate income tax and increased from prior year.

Real Estate Transfer Tax revenues were 97% of budget and reflect the continued lackluster housing market.

Grants revenue ended the year at 97% of budget and reflect the PACE, Fire, lighting, Arts Council and Sustainability grants.

Transfers from Other Funds at 102% of budget reflect budgeted transfers plus the transfer from the confiscated drug seizure fund.

Licenses resulted in 105% of budget and included Crime Free Housing licenses and vehicle sticker licenses. Vehicle sticker rates were increased for 2012.

Permits were 118% of budget and include relatively new security alarm permits and vacant building permits. Building permits were below prior year. Cable TV Franchise Fees increased \$17,248.

Charges for Services reflected budgeted amounts with the exception of **Health** revenue at 71% of budget reflecting declines in Medicare revenue. Attached is a schedule showing the tax support for the Health Department. **Property Lease Revenue** includes cell tower rental of \$183,603. **Other Charges** include overtime salary reimbursement for the DEA officer, Jolly Trolley revenue of \$22,150 and charges for grass and other liens.

Fines reflect improved collection on parking tickets and vehicle seizure fees of \$113,046, 20% of which is dedicated to youth programs.

Interest Earnings have declined substantially over the past seven years reflecting a reduction in market rates. The schedule below shows how rates have declined and the impact of this decline on an average \$3,000,000 balance.

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Illinois Treasurer's Pool	5.066%	2.067%	.153%	.193%	.031%	.087%	.014%
Interest Earnings	\$151,980	\$62,010	\$4,590	\$5,790	\$930	\$2,610	\$420

The laddered CD portfolio improved earnings. Interest earnings of \$67,413, net of market value changes of (\$49,517), were \$17,896.

Identifying some key revenues, excluding property taxes, shows a six year trend of reduced revenue in several categories. Many of these selected revenues lag behind the Fiscal 2008 level. Although, some are recovering.

KEY REVENUE COMPARISON

	<u>Fiscal</u> <u>2008</u>	<u>Fiscal</u> <u>2009</u>	<u>Fiscal</u> <u>2010</u>	<u>Fiscal</u> <u>2011</u>	<u>Fiscal</u> <u>2012</u>	<u>Fiscal</u> <u>2013</u>
Sales Tax	\$ 670,036	\$ 615,553	\$ 576,938	\$ 649,933	\$ 656,921	\$ 696,244
Utility Tax	1,780,647	1,642,644	1,520,243	1,516,055	1,691,132	1,347,796
State Income Tax	2,223,207	1,982,466	1,788,235	1,819,373	1,892,338	2,070,101
PPRT	183,208	168,986	147,846	201,802	182,870	205,600
R. E. Transfer Tax	247,194	229,373	132,280	62,235	117,805	72,420
Building Permit Fees	102,045	77,260	118,729	81,207	118,812	86,480
Interest Income	<u>251,034</u>	<u>98,928</u>	<u>55,644</u>	<u>77,767</u>	<u>61,519</u>	<u>17,896</u>
	\$ 5,457,371	\$ 4,815,210	\$ 4,339,915	\$ 4,408,372	\$ 4,721,397	\$ 4,496,537

GENERAL FUND EXPENDITURES

Actual General Fund Expenditures represented 91% of budget before encumbrances. Encumbrances are reserved dollars relating to approved projects (see attached chart). The chart is entitled Assignments so that these dollars can be set aside from fund balance reserves.

Also attached is an information memorandum indicating all of the assignments. The attached list shows \$844,401 in encumbrances. This amount added to expenditures produces a 94% of budget result.

The **Police, Fire, Health, Recreation & Parks, and Public Works Departments** matched or were slightly lower than budgeted expenses after encumbrances. **Administrative** expenditures reflected the reduction in IRMA costs. This reduction in spending will allow for technology upgrades reflected in the 2013/2014 Budget. A \$500,000 Assigned Fund Balance for the increase in IRMA deductible has been established, and a \$200,000 encumbrance to be set aside for the initial year's implementation. **Economic Development** results were 91% of budget. **Community Development** deferred the acquisition of a software purchase.

Fund Summary

Estimated Unassigned General Fund Balance 6/30/13		\$ 8,637,556
<u>Budgeted Carryover (2013/2014)</u>		
Fund balance use for operations	(857,913)	
TOD Streetscape grant match	(200,000)	
Roadway matching funds	(500,000)	
Committed use of Fund Balance		<u>(1,557,913)</u>
Adjusted Unassigned Fund Balance representing 4 months reserve		\$ 7,079,643

(The Board's Fiscal Policies require a reserve of 3-4 months of operations. One month's operating expenditures are \$1,790,641.)

DOWNTOWN RESULTS

REVENUES:

Rent Revenues were 99% of budget.

Common Area revenues reflect reduced receipts related to the theater building owner.

Hall Rental revenue reflects Dining on the Green revenue at 75% of budget.

Other Business Licenses and Miscellaneous reflects the temporary rental of the Illinois Theatre Center and the Route 30 LED sign rental.

Sale of Corporate Assets reflects the sale of the Chase Building.

Transfer from General Fund reflects Common Area Maintenance Costs.

EXPENSES:

Overall expenses represented 62% of budget. This lower than anticipated expense related to a delay in Lester reconstruction until after other roadway projects were complete.

DownTown Park Forest shows, for the first time, property tax payments related to the new assessments of Village owned property.

ALL FUNDS:

Revenues, excluding the library and the Housing Choice Voucher Program, represent 100% of budget. Expenditures represent 88% of budget. The following circumstances are worth noting:

Police and Fire Pension revenues reflect market gains and losses on the portfolios.

MFT The Motor Fuel Tax balance has been depleted over the past year with several roadway projects. Final costs for in process projects are not reflected, as yet, in amounts.

Municipal Parking expenditures exceeded revenues by \$101,260. Since the CN renovation, parking lot use has not as yet recovered. To encourage coming back to the lots, parking was free for August. Time will tell if this effort was successful.

Following are the operating results of the Recreation Enterprise Funds:

**RECREATION AND PARKS
ENTERPRISE FUNDS
PRELIMINARY YEAR END 6/30/13**

	<u>ORIGINAL BUDGET</u>	<u>ACTUAL</u>
<u>Aqua Center (53)</u>		
Operating Revenue	245,979	225,270
Expense	<u>(407,482)</u>	<u>(401,654)</u>
Net Loss	(161,503)	(176,384)
General Fund Transfer *	<u>180,000</u>	<u>180,000</u>
Net After General Fund Transfer	18,497	3,616
<u>Tennis and Health (54)</u>		
Revenue	265,800	252,158
Expense	<u>(378,475)</u>	<u>(337,683)</u>
Net Loss	(112,675)	(85,525)
General Fund Transfer *	<u>115,000</u>	<u>115,000</u>
Net After General Fund Transfer	2,325	29,475

* For Fiscal 2013, a total of \$180,000 was budgeted for transfers to the Aqua Center and \$115,000 to the Tennis and Health Club for a total of \$295,000. These transfers sufficiently covered shortfalls.

It is anticipated that transfers to the Aqua Center, and Tennis and Health Club will remain at this level.

TIF revenues represent 109% of budget reflecting the elimination of the rebate to Legacy Square as the maximum total rebate of \$1,000,000 was attained. Revenues will allow the Village to abate \$850,000 in TIF debt related property taxes, an increase of \$50,000 in the bond abatement.

TIF Debt Service

	<u>Debt Service</u>	<u>Abatement</u>	<u>Tax Levy</u>
2009	1,009,087	500,000	509,087
2010	1,028,704	650,000	378,704
2011	1,068,010	750,000	318,010
2012	1,091,400	800,000	291,400
2013 projected	1,101,850	850,000	251,850

SUMMARY

The Board has, in the past few years, adapted quickly to declining revenues by delaying hiring and reducing capital spending. In 2010 the CN settlement allowed the Village to enhance economic development and fire safety initiatives, add “green” components to the Aqua Center/wetlands discovery classroom construction, support a budget shortfall and set aside funds for Orchard roadway construction. In Fiscal 2012 through the current year, the Village has been able to parley significant grant funds combined with Village contribution into major roadway improvements. In Fiscal 2013 the Board addressed the aging water main infrastructure with funding and a plan to replace four miles of water main.

The next challenge will be the continued infrastructure needs specifically water mains and roadway.

**Village of Park Forest
2012/2013 Budget Review
as of June 30, 2013**

PRELIMINARY RESULTS

GENERAL FUND REVENUES

	FY 12/13 TWELVE MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
Property Taxes - General & Pension	11,675,428	11,833,888	99%
Road and Bridge	81,385	83,000	98%
Sales Tax	698,131	550,000	127%
Utility Tax	1,347,796	1,300,000	104%
State Income Tax	2,070,101	1,700,000	122%
PPRT - General & Pension	205,600	160,000	129%
R.E. Transfer Tax	72,420	75,000	97%
Grants & Rebates	370,146	380,107	97%
Transfers from Other Funds	1,010,825	993,437	102%
Licenses	658,542	624,810	105%
Permits	526,778	445,000	118%
Charges for Services			
Water/Sewer Payment in lieu of taxes	22,681	22,681	100%
Recreation	368,536	313,250	118%
Health	273,679	384,400	71%
Hospital Transport	393,315	361,614	109%
Inspection Fees	83,840	75,000	112%
Property Lease Revenue	215,436	210,000	103%
Other Charges	220,566	67,210	328%
Asset Sales	14,123	1,400	1009%
Fines	363,334	299,750	121%
Interest Earnings	<u>17,896</u>	<u>40,000</u>	45%
Sub-Total	20,690,558	19,920,547	104%
Forfeited Deposit - 80 North	<u>25,000</u>	<u>0</u>	100%
Total Revenues	<u>20,715,558</u>	<u>19,920,547</u>	104%

**Village of Park Forest
2012/2013 Budget Review
as of June 30, 2013**

PRELIMINARY RESULTS

GENERAL FUND EXPENDITURES

	FY 12/13 TWELVE MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
Administrative	3,010,690	4,003,281	75%
Police Department	6,993,184	7,301,983	96%
Fire Department	3,732,317	3,990,421	94%
Health Department	843,171	910,288	93%
Recreation and Parks	2,386,399	2,523,296	95%
Public Works Department	3,572,716	3,870,359	92%
Economic Development & Planning	521,755	573,704	91%
Community Development	<u>512,985</u>	<u>638,458</u>	80%
Subtotal	21,573,217	23,811,790	91%
Transfer to Capital Projects	140,000	140,000	100%
Transfer to DownTown	155,036	155,036	100%
Transfer To Aqua Center	180,000	180,000	100%
Transfer to Tennis & Health	115,000	115,000	100%
Transfer to Norwood TIF	404	404	100%
Transfer to Library	<u>10,000</u>	<u>10,000</u>	100%
Total General Fund	<u>22,173,657</u>	<u>24,412,230</u>	91%
Transfer to Motor Fuel Tax	0	0	0%

**Village of Park Forest
2012/2013 Budget Review
as of June 30, 2013**

PRELIMINARY RESULTS

**DOWNTOWN PARK FOREST
REVENUES**

	FY 12/13 TWELVE MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
REVENUES			
DownTown Rent	555,836	564,178	99%
Farmers Market	4,400	4,100	107%
Common Area Revenue	41,435	78,035	53%
Hall Rental	9,705	13,000	75%
Other Business Licenses	5,000	0	100%
Transfer from General Fund (CAM)	155,036	155,036	100%
Miscellaneous	9,472	5,000	189%
Sale of Assets	192,426	225,400	85%
Interest	511	600	85%
TOTAL REVENUE	<u>973,820</u>	<u>1,045,349</u>	93%
<u>Net Income (Loss)</u>	<u>2,017</u>	<u>(512,166)</u>	
Major Capital Outlays	(146,125)		
Depreciation	<u>102,929</u>		
Cash Flow	(41,181)		
<u>Beginning Net Cash</u>	1,384,696		
<u>Ending Net Cash</u>	1,343,515		

**Village of Park Forest
2012/2013 Budget Review
as of June 30, 2013**

PRELIMINARY RESULTS

**DOWNTOWN PARK FOREST
EXPENSES**

	FY 12/13 TWELVE MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
EXPENSES			
<u>Personnel Services</u>			
Regular Salaries	70,309	81,022	87%
Overtime Salaries	905	1,924	47%
Temporary/Part time Salaries	<u>62,166</u>	<u>80,163</u>	78%
Total Personnel Services	133,380	163,109	82%
<u>Employee Support/Insurance</u>	46,651	53,302	88%
<u>IRMA</u>	30,000	30,000	100%
<u>Professional Services</u>	62,965	70,088	90%
<u>Property Taxes</u>	181,829	195,177	93%
<u>Operating Supplies</u>	24,932	23,100	108%
<u>Maintenance</u>	179,361	202,500	89%
<u>Capital Outlays</u>	83,197	498,000	17%
<u>Depreciation</u>	102,929	145,439	71%
<u>Miscellaneous</u>	6,697	7,500	89%
<u>Rentals</u>	9,000	9,000	100%
<u>Utilities</u>	110,863	160,300	69%
TOTAL EXPENSES	<u>971,804</u>	<u>1,557,515</u>	62%

**Village of Park Forest
2012/2013 Budget Review
as of June 30, 2013**

PRELIMINARY RESULTS

REVENUE (All Funds)

	FY 12/13 TWELVE MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
General Fund	20,715,558	19,920,547	104%
CDBG - Cook	2,055,266	2,225,640	100%
Police Pension	1,988,378	2,113,710	94%
Fire Pension	1,200,966	1,250,102	96%
MFT	6,859,981	7,281,798	94%
Water	5,471,080	5,462,461	100%
Sewer	1,424,572	1,788,184	80%
Municipal Parking	96,313	108,294	89%
Refuse	1,259,246	1,236,467	102%
Aqua Center	405,270	425,979	95%
Tennis and Health	367,158	380,800	96%
Downtown	973,820	1,045,349	93%
TIF - Downtown	2,773,803	2,546,426	109%
TIF - Norwood	(5,279)	(5,281)	100%
Vehicle Services	829,645	752,706	110%
Bond Retirement	2,900,129	2,962,749	98%
Capital Projects	140,250	140,000	100%
Foreign Fire Insurance	<u>15,823</u>	<u>17,000</u>	93%
Subtotal	49,471,977	49,652,931	100%
Housing Choice Voucher Program	4,826,485	4,911,093	98%
Library	<u>2,110,671</u>	<u>2,148,852</u>	98%
TOTAL FUNDS	<u>56,409,134</u>	<u>56,712,876</u>	99%

**Village of Park Forest
2012/2013 Budget Review
as of June 30, 2013**

PRELIMINARY RESULTS

EXPENDITURES (All Funds)

	FY 12/13 TWELVE MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
General Fund	21,573,217	23,811,790	91%
CDBG - Cook	2,055,266	2,225,640	100%
Police Pension	1,988,059	1,622,453	123%
Fire Pension	994,131	921,619	108%
MFT	6,770,929	9,266,501	73%
Water	4,950,010	5,283,690	94%
Sewer	690,049	999,632	69%
Municipal Parking	197,573	319,940	62%
Refuse	1,235,627	1,253,720	99%
Aqua Center	401,654	407,482	99%
Tennis and Health	337,683	378,475	89%
DownTown	971,804	1,557,515	62%
TIF - Downtown	2,591,846	2,683,503	97%
TIF - Norwood	0	0	0%
Vehicle Services*	826,912	848,023	98%
Bond Retirement	2,947,315	2,980,808	99%
Capital Projects	184,721	927,147	20%
Foreign Fire Insurance	16,456	17,000	97%
<u>Transfers from General Fund:</u>			
To Capital Projects	140,000	140,000	100%
To Downtown	155,036	155,036	100%
To Aqua Center	180,000	180,000	100%
To Tennis & Health	115,000	115,000	100%
To Norwood TIF	404	404	100%
To Library	<u>10,000</u>	<u>10,000</u>	100%
Subtotal	49,333,694	56,105,378	88%
Transfer to Motor Fuel Tax	0	0	
Housing Choice Voucher Program	<u>5,016,607</u>	<u>5,143,576</u>	98%
Library	<u>1,610,094</u>	<u>1,865,388</u>	86%
TOTAL FUNDS**	<u>55,960,397</u>	<u>63,114,342</u>	89%

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

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

*** Transfers have been made and are now recorded directly in the Police and Fire departments.

**Village of Park Forest
Cell Tower Leases
Multi-year Comparison**

Fiscal Year End June 30th	<u>SBA(1)</u>	<u>AT&T</u>	<u>Sprint</u>	<u>T Mobile T Mobile</u>	<u>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

(1) Formerly Nextel/Tower

**ILLINOIS FUNDS
MONEY MARKET FUND
MONTHLY RATE HISTORY**

Date	Annualized Rate	Daily Factor
01-Jul-07	4.490%	0.000123001700
02-Jul-07	4.927%	0.000134995000
03-Jul-07	4.940%	0.000135344700
04-Jul-07	4.940%	0.000135344700
05-Jul-07	5.026%	0.000137688200
06-Jul-07	5.029%	0.000137793700
07-Jul-07	5.029%	0.000137793700
08-Jul-07	5.029%	0.000137793700
09-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

Average 5.066 %

See reverse side for Prime Fund rate

**ILLINOIS FUNDS
MONEY MARKET FUND
MONTHLY RATE HISTORY**

Date	Annualized Rate	Daily Factor
01-Aug-08	2.158%	0.000058958000
02-Aug-08	2.158%	0.000058958000
03-Aug-08	2.158%	0.000058958000
04-Aug-08	2.117%	0.000057848700
05-Aug-08	2.046%	0.000055897100
06-Aug-08	2.009%	0.000054885800
07-Aug-08	2.009%	0.000054885400
08-Aug-08	2.015%	0.000055061400
09-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

Average 2.067 %

See reverse side for Prime Fund rate

**ILLINOIS FUNDS
MONEY MARKET FUND
MONTHLY RATE HISTORY**

Date	Annualized Rate	Daily Factor
01-Aug-10	0.191%	0.000005245200
02-Aug-10	0.229%	0.000006267100
03-Aug-10	0.229%	0.000006267100
04-Aug-10	0.194%	0.000005323200
05-Aug-10	0.199%	0.000005448800
06-Aug-10	0.199%	0.000005458900
07-Aug-10	0.199%	0.000005458900
08-Aug-10	0.199%	0.000005458900
09-Aug-10	0.189%	0.000005176600
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%	0.000005309700
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%	0.000005109100
28-Aug-10	0.186%	0.000005109100
29-Aug-10	0.186%	0.000005109100
30-Aug-10	0.178%	0.000004869200
31-Aug-10	0.214%	0.000005859400

Average 0.193 %

**ILLINOIS FUNDS
MONEY MARKET
MONTHLY RATE HISTORY**

Date	Annualized Rate	Daily Factor
01-Aug-13	0.019%	0.000000520800
02-Aug-13	0.019%	0.000000525000
03-Aug-13	0.019%	0.000000525000
04-Aug-13	0.019%	0.000000525000
05-Aug-13	0.011%	0.000000298800
06-Aug-13	0.020%	0.000000544000
07-Aug-13	0.019%	0.000000523100
08-Aug-13	0.015%	0.000000407500
09-Aug-13	0.015%	0.000000419900
10-Aug-13	0.015%	0.000000419900
11-Aug-13	0.015%	0.000000419900
12-Aug-13	0.018%	0.000000491300
13-Aug-13	0.014%	0.000000380000
14-Aug-13	0.012%	0.000000328400
15-Aug-13	0.016%	0.000000429500
16-Aug-13	0.016%	0.000000434500
17-Aug-13	0.016%	0.000000434500
18-Aug-13	0.016%	0.000000434500
19-Aug-13	0.012%	0.000000319300
20-Aug-13	0.012%	0.000000324700
21-Aug-13	0.010%	0.000000280300
22-Aug-13	0.011%	0.000000293700
23-Aug-13	0.010%	0.000000283300
24-Aug-13	0.010%	0.000000283300
25-Aug-13	0.010%	0.000000283300
26-Aug-13	0.010%	0.000000278300
27-Aug-13	0.010%	0.000000278400
28-Aug-13	0.010%	0.000000280900
29-Aug-13	0.010%	0.000000274700
30-Aug-13	0.010%	0.000000275481
31-Aug-13	0.010%	0.000000273900

Average 0.014 %



www.villageofparkforest.com

Mayor
John A. Ostenburg

September 24, 2013

Village Trustees
Mae Brandon
JeRome Brown
Gary Kopycinski
Robert McCray
Georgia O'Neill
Theresa Settles

Baker Tilly Virchow Krause, LLP
1301 W. 22nd St., Suite 400
Oak Brook, IL 60523-3389

Village Clerk
Sheila McGann

Attention: Michael Malatt

Village Manager
Thomas Mick

Dear Mr. Malatt:

In preparation for the financial statements for the fiscal year ended June 30, 2013, I've assigned the following fund balances:

Village Hall
350 Victory Drive
Park Forest, IL 60466
(708) 748-1112

General Fund

Assign for:

Administrative Purposes	\$ 362,559.00
Public Safety Purposes	42,609.00
Recreation and Parks Purposes	106,274.00
Public Works Purposes	229,159.00
Community Development	<u>103,800.00</u>
Sub Total	\$ 844,401.00

DownTown Management Office
226 Forest Blvd.
(708) 503-8153

Fire Department
156 Indianwood Blvd.
(708) 748-5605

Additional Assignments

Employee Computer Purchases	\$ 40,000.00
Contribution Funds	73,519.66
Orchard Drive Reconstruction	300,000.00
Eastgate Redevelopment	1,000,000.00
IRMA Deductible	<u>500,000.00</u>

Health Department
350 Victory Drive
(708) 748-1118

Total General Fund Assigned Fund Balances: \$ 2,757,920.66

Police Department
200 Lakewood Blvd.
(708) 748-4700

Debt Service

Assigned for Future Projects \$ 42,938.38

Recreation and Parks Department
350 Victory Drive
(708) 748-2005

Capital Projects

Assigned for Capital Projects \$ 792,874.28

Library

IRMA Deductable \$ 50,000.00



www.villageofparkforest.com

Mayor

John A. Ostenburg

Village Trustees

Mae Brandon
JeRome Brown
Gary Kopycinski
Robert McCray
Georgia O'Neill
Theresa Settles

Village Clerk

Sheila McGann

Village Manager

Thomas Mick

These assignments are made with Village Board notification and authority given in the Fiscal Policies adopted March 1, 2013.

Sincerely,

Mary G. Dankowski, CPA

Deputy Village Manager/Treasurer/Finance Director

MGD:cs

Village Hall

350 Victory Drive
Park Forest, IL 60466
(708) 748-1112

cc: Village Board
Tom Mick, Village Manager

DownTown

Management Office

226 Forest Blvd.
(708) 503-8153

Fire Department

156 Indianwood Blvd.
(708) 748-5605

Freedom Hall

410 Lakewood Blvd.
(708) 747-0580

Health Department

350 Victory Drive
(708) 748-1118

Police Department

200 Lakewood Blvd.
(708) 748-4700

**Recreation and
Parks Department**

350 Victory Drive
(708) 748-2005

VILLAGE OF PARK FOREST
 ASSIGNMENTS
 June 30, 2013

Prepared by:
 Reviewed by:

SKodas
W/B Dunder

<u>FUND</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>ACCT. #</u>
1			
<u>ADMINISTRATIVE PURPOSES</u>			
	200,000	IRMA Deductible	010100-510400
	24,000	Training -- Computer, Leadership Development	010100-520300
	12,625	Website	010100-530000
	4,934	Senior Commission Initiative	010102-540400
	20,000	Legal Fees	010103-530130
	48,000	Payroll Service/Time & Attendance	010104-560000
	3,000	Internal Audit	010104-530000
	<u>50,000</u>	I/T -- Software Upgrades	010104-560000
	362,559		
<u>PUBLIC SAFETY PURPOSES</u>			
<u>POLICE</u>			
	22,609	Youth Programs (20% of FY12 Vehicle Seizure Revenue)	010700-500210*
	<u>20,000</u>	Training	010700-520300
	42,609		
<u>RECREATION & PARKS PURPOSES</u>			
	26,800	Software -- Online Registration Project	011100-560000
	16,000	Freedom Hall Capital Outlays	011104-560000
	5,000	Village Hall Carpeting	011107-560000
	10,000	Municipal Garage tuck-pointing	011107-560000
	5,000	Playground Safety Surface	011122-560000
	14,474	Skatepark Resurface and Reconditioning	011122-560000
	10,000	Asphalt Walk Patching	011122-560000
	9,000	ADA Transition Plan Implementation	011122-560000
	<u>10,000</u>	Rec Center Facility/Equipment/School District Coop Projects	011125-560000
	106,274		
<u>PUBLIC WORKS PURPOSES</u>			
	24,533	Orchard Drive Engineering (30%)	011700-530200
	59,626	Storm Sewers	011700-551600
	50,000	Special Handling Material Disposal Station	011700-560000
	45,000	Wash Rack DPW Yard	011700-560000
	<u>50,000</u>	Orchard Drive Contingency	011700-560000
	229,159		
<u>COMMUNITY DEVELOPMENT PURPOSES</u>			
	103,800	Inspection Software	012000-560000
TOTAL	<u>844,401</u>		

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

MEMORANDUM

DATE: September 26, 2013

TO: Mayor John Ostenburg
Board of Trustees

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

RE: Current Year Trends

The current year trends indicate stabilization in several revenue categories.

Sales & Use Tax

The attached schedule shows the nineteen 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. Taxes rebounded in 2011 and 2012 and stabilized in 2013. Sales tax revenue has been relatively flat for eleven years.

The Village receives sales taxes on a three to four 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 increased \$6,568 over the prior year to \$273,917 representing \$27.4 million in sales. Windy Landings is Taco Bell, Maharishi Petroleum is Marathon, and Nileema is Subway. Note that American Sales popped back on the list. This represented an audit adjustment to the former Osco which closed in 2006.

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 "Key Revenue Comparison" in the Preliminary Year-end Results, Income Tax revenues have not recovered to the 2008 level. The Village receives income tax on a five month lag. Motor Fuel Tax declined in Fiscal Year 2010 and recovered slightly in 2011. Fiscal 2012 was impacted by the population decline. The Village has received three \$100,000 additional injections by the State related to the infrastructure jobs act. After the five year plan for distribution, continuation is unknown.

Utility Tax

Utility taxes have been a fairly stable revenue source reflecting 7% of total General Fund revenues. In Fiscal 2012 the Village received a one-time audit adjustment of \$300,000 in April 2012. This windfall was used to reduce the tax levy increase. Utility taxes have declined from 2008 levels.

Property Taxes

For the second year in a row, property tax bills were issued early in July and due August 1st. Hopefully, this early billing practice will continue. The Village was reassessed in 2011. Properties declined in value from 20% to 30%. This decline in value did not impact property taxes received by the Village. It did impact individual businesses and homeowners based on assessed value.

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 costs declined from \$1,314,766 to \$839,590 in 2011. For the General Fund which pays 64% of this cost, the savings was \$294,084. Unfortunately, the Village's claims experience has forced IRMA to require an increase in insurance deductibles from \$10,000 to \$100,000. This was implemented January 2012. For Fiscal 2011/2012 the Village budgeted \$200,000 for deductibles. The unused portion of last year's deductibles, plus premium savings, and available fund balance was used to establish an "Assigned Fund Balance for IRMA deductibles" for \$500,000. Increased deductibles have equated to reduced premiums. Premiums paid for 2013 were \$611,451.

Health Insurance costs are in a state of flux. The health insurance industry has indicated that the cost for insuring additional people now covered under the health reform act will amount to larger premiums for existing customers. The potential long-term savings in hospital and other medical costs by having more people insured is currently unknown. Health Savings Accounts (HSA's) have been offered to employees to save costs.

The table below shows the Village share of health insurance. Over the last nine years the Village cost has increased \$954,289 or 92%. 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 \$89,754 per year. Village costs are as follows:

Health Insurance

	<u>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 est.	1,865,065	9%
Fiscal 2013/2014 est.	1,991,288	7%

Even though **IMRF** rates are scheduled to increase from 12.73% to 12.80% in 2014, the Village has saved money delaying replacement hiring and has built enough of a fund balance to maintain the same amount for the tax 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

- Increases vesting to 10 years (currently eight years).
- Increases the age to receive full retirement benefits to age 67 (currently age 60).
- Increases the age to receive a reduced retirement benefit to age 62 (currently age 55).
- Increase 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 that this will cause some municipal savings in the long-term.

Police & Fire Pension

New legislation extended the amortization period from 22 years to 30 years, 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 new mortality tables will impact the actuarially determined levy needs. In addition, dismal returns on fixed income investments warrant a further reduction in interest rate assumptions. Police and Fire personnel also have Tier II benefits that will produce reduced costs 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.

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>2007</u>	<u>June</u> <u>2008</u>	<u>June</u> <u>2009</u>	<u>June</u> <u>2010</u>	<u>June</u> <u>2011</u>	<u>June</u> <u>2012</u>	<u>June</u> <u>2013</u> ^{**}
# of houses vacant*	174	215	235	192	325	421	387
# of houses in foreclosure	131	205	310	368	470	504	808
# in foreclosure/occupied	24	80	187	259	278	300	638
# of houses reoccupied	14	14	47	46	30	42	74
# of new listings	22	58	56	66	69	77	305

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

** A March 2013 was not completed – 6 month update.

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. As tenants move out and new tenants move in, staff informs the Assessor and new PINs are created. Three new PINs were created in 2013 and value jumped 3 times. Staff has appealed these values and is awaiting results. The Village has been warned by the property tax attorney that the 2014 reassessment may drive all values up again.

EAV (Equalized Assessed Value)

Attached is a chart of the Village’s 10-year history of equalized assessed value. The Village was reassessed in 2005 increasing value by 14.55%. 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, the lowest level in ten years. The lower value translated to higher tax rates impacting the Village’s ability to attract commercial development. The tax rate in School District 163 increased from 24.915 to 28.787 and School District 162 from 20.277 to 23.318.

Housing values are indicated on the attached chart. The average selling price for a house in Park Forest declined after several years of increases to an August 2013 value of \$41,980. The volume of sales also declined.

<u>Year</u>	<u>Home Sales</u>	<u>Coop Sales</u>
2007	419	n/a
2008	285	n/a
2009	259	91
2010	249	98
2011	199	111
2012	276	105
2013 (9 months)	210	72

Both of these factors have had a negative impact on real estate transfer taxes.

Thorncreek Litigation

The ultimate cost of the Thorncreek Litigation is still unknown. Costs incurred to date are \$168,661.87. These costs do not include the cost covered by IRMA for the lead attorney on this case.

Tax Support for Non-Core Services

Health Department

Attached and summarized below is a twelve year schedule of tax support for Health Department services. As Medicare revenue has declined for home health care, expenses have modestly increased causing the need for additional Village Support.

Village Support	
FY 2002	135,313
FY 2003	202,455
FY 2004	243,828
FY 2005	329,325
FY 2006	464,803
FY 2007	295,973
FY 2008	372,848
FY 2009	373,942
FY 2010	368,458
FY 2011	371,478
FY 2012	464,388
FY 2013	569,492

Aqua Center

The Aqua Center currently needs \$180,000 to \$200,000 to support operations annually.

Tennis & Health Club

The Tennis & Health Club currently needs \$85,000 to \$115,000 to support operations annually.

Freedom Hall

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

FREEDOM HALL

	FY 2013	FY 2012
<u>Revenue</u>		
Rental	\$38,039	\$24,438
Events	4,597	1,699
Series	38,310	36,801
Arts Council Grant	<u>4,000</u>	<u>3,500</u>
Total Revenue	\$84,946	\$66,438
<u>Expenditures</u>	<u>\$343,349</u>	<u>\$295,349</u>
Village Support	\$258,403	\$228,911

Conclusion

Economic conditions have forced the Village to reduce revenue expectations and delay or eliminate hiring replacement personnel. Positions have been restructured from full-time to part-time and a police position has been left empty indefinitely. Review of support for all non-core services, including the Health Department, Aqua Center, Tennis and Health Club, Freedom Hall, etc. will need to continue. Whenever possible cutting costs as opposed to eliminating services will be considered.

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	-	-	-	-	-	-	-	-	-	\$ 71,889
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	-	-	-	-	-	-	-	-	-	\$ 93,543
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
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

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Village of Park Forest
INCOME COMPARISON
(Warrants Processed)

SALES & USE TAX COMBINED (Continued from previous page)													
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	-	-	-	-	-	-	-	-	-	\$ 165,432
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	-	-	-	-	-	-	-	-	-	\$ 434,558
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	-	-	-	-	-	-	-	-	-	\$ 151,045

VILLAGE OF PARK FOREST
SALES TAX COMPARISON
QUARTERLY

(2006 / 2007), 2008, 2009, 2010, 2011, 2012, 2013 (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	2008	121 Cook	84,406.98	-	5,522.54	12,251.56	196.94	-	-	24,163.17	33,333.89	2,765.47	376.95	78,610.52	
		Will	1,924.34	-	-	-	-	-	-	-	112.39	270.43	-	-	382.82
		TOTAL:	86,331.32	-	-	-	-	-	-	-	33,446.28	3,035.90	-	-	78,993.34
Q U	2009	113 Cook	68,380.37	-	5,215.48	6,055.76	-	-	-	17,955.45	32,771.19	2,307.15	213.87	64,518.90	
		Will	6.24	-	-	-	-	-	-	-	262.95	(351.85)	-	-	(88.90)
		TOTAL:	68,386.61	-	-	-	-	-	-	-	33,034.14	1,955.30	-	-	64,430.00
E R	2010	112 Cook	64,910.95	-	10,706.86	3,576.48	43.51	-	-	17,805.13	25,901.77	2,644.39	363.92	61,042.06	
		Will	642.76	-	-	-	-	-	-	-	272.52	-	8.43	-	280.95
		TOTAL:	65,553.71	-	-	-	-	-	-	-	26,174.29	-	372.35	-	61,323.01
A L E N	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	
		Will	1,037.36	-	4.50	-	-	66.52	-	-	149.04	27.33	6.44	-	253.83
		TOTAL:	75,994.53	-	8,607.78	-	-	-	-	-	16,694.28	20,427.98	228.61	-	70,377.73
D A R	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	
		Will	603.81	-	-	-	-	-	-	68.77	208.70	46.31	-	-	323.78
		TOTAL:	82,451.79	-	-	-	-	-	-	20,693.69	36,294.27	3,399.81	-	-	76,429.37
	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	
		Will	1,456.79	-	-	-	-	-	-	1,061.48	137.76	54.46	-	-	1,253.70
		TOTAL:	103,854.43	-	-	-	-	-	-	21,456.63	57,493.25	3,643.12	-	-	97,652.33
		Difference	21,402.64	-	(841.79)	(297.05)	85.27	-	-	762.94	21,198.98	243.31	71.30	21,222.96	
		from prior year													
2nd	2008	110 Cook	81,128.07	-	7,039.21	6,691.97	214.71	-	-	22,798.75	33,284.36	3,419.70	961.95	74,410.65	
		Will	1,039.50	-	-	-	-	-	-	-	140.02	280.03	-	-	420.05
		TOTAL:	82,167.57	-	-	-	-	-	-	-	33,424.38	3,699.73	-	-	74,830.70
Q U	2009	107 Cook	70,932.57	-	6,690.85	6,259.98	-	-	-	16,975.70	33,318.86	2,498.50	633.46	66,377.35	
		Will	1,214.81	-	-	-	-	-	-	-	375.77	-	33.98	-	409.75
		TOTAL:	72,147.38	-	-	-	-	-	-	-	33,694.63	-	667.44	-	66,787.10
E R	2010	93 Cook	79,358.29	-	11,285.20	5,094.41	186.93	-	464.82	18,693.85	16,385.23	23,033.17	345.58	75,489.19	
		Will	607.68	-	-	-	-	-	-	-	227.06	22.03	-	-	249.09
		TOTAL:	79,965.97	-	-	-	-	-	-	464.82	16,612.29	23,055.20	-	-	75,738.28
A L E N	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	
		Will	614.94	-	-	-	-	-	-	-	222.37	55.57	-	-	277.94
		TOTAL:	81,746.90	-	-	-	-	-	-	-	24,072.63	14,629.00	-	-	70,539.04
D A R	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	
		Will	692.31	-	-	-	-	-	-	165.28	206.57	51.66	-	-	423.51
		TOTAL:	82,864.28	-	-	-	-	-	-	22,107.22	35,339.46	3,056.27	-	-	71,307.62
	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	
		Will	358.05	-	-	-	-	-	-	31.25	71.96	45.55	-	-	148.76
		TOTAL:	71,888.94	-	-	-	-	-	-	9,792.30	34,587.74	3,355.44	-	-	66,233.85
		Difference	(10,975.34)	-	1,673.35	6,074.62	24.43	-	-	(12,314.92)	(751.72)	299.17	(85.70)	(5,073.77)	
		from prior year													

VILLAGE OF PARK FOREST
SALES TAX COMPARISON
QUARTERLY

(2006 / 2007), 2008, 2009, 2010, 2011, 2012, 2013 (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	2007	156	Cook	86,757.14	-	6,624.91	8,016.63	202.55	5.76	-	23,484.92	38,785.53	2,251.80	400.69	79,772.79
		23	Will	1,136.65	-	-	-	109.66	-	-	-	260.49	269.22	-	639.37
			TOTAL:	87,893.79	-	-	-	-	115.42	-	-	39,046.02	2,521.02	-	80,412.16
Q U A R T E R	2008	120	Cook	74,946.63	-	6,422.84	7,357.27	-	-	20,353.19	31,950.33	2,870.80	471.32	69,425.75	
		23	Will	842.94	-	-	-	-	-	-	286.69	82.64	13.06	382.39	
			TOTAL:	75,789.57	-	-	-	-	-	-	32,237.02	2,953.44	484.38	69,808.14	
E R T	2009	97	Cook	69,736.53	-	7,296.66	6,054.73	-	-	16,563.50	32,635.91	2,348.16	495.24	65,394.20	
		22	Will	903.97	-	-	-	-	-	-	322.85	-	11.85	334.70	
			TOTAL:	70,640.50	-	-	-	-	-	-	32,958.76	-	507.09	65,728.90	
C A L E N	2010	104	Cook	76,767.29	-	11,230.89	5,137.18	-	734.17	19,681.09	16,332.04	19,302.39	338.46	72,756.22	
		22	Will	877.83	-	-	-	-	-	-	152.28	-	11.98	164.26	
			TOTAL:	77,645.12	-	-	-	-	-	-	16,484.32	-	350.44	72,920.48	
D A R	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	-	69,974.24	
	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	-	72,452.01	
			Difference	2,453.44	-	(1,362.80)	-	(89.29)	1,663.35	4,089.51	(1,029.11)	(683.56)	(110.33)	2,477.77	
			from prior year												
4th	2007	152	Cook	81,604.31	-	6,154.99	8,254.83	278.96	-	21,711.02	33,712.28	3,695.51	391.05	74,198.64	
		30	Will	1,680.97	-	-	-	-	91.80	-	179.37	696.70	-	967.87	
			TOTAL:	83,285.28	-	-	-	-	-	-	33,891.65	4,392.21	-	75,166.51	
Q U A R T E R	2008	136	Cook	68,632.16	-	5,687.24	5,774.10	150.79	-	15,018.92	34,732.68	2,894.24	317.14	64,575.11	
		31	Will	987.04	-	-	-	-	-	-	270.49	139.17	-	409.66	
			TOTAL:	69,619.20	-	-	-	-	-	-	35,003.17	3,033.41	-	64,984.77	
E R T	2009	133	Cook	82,302.54	-	18,832.50	5,996.57	-	-	16,797.82	33,656.92	2,134.73	415.53	77,834.07	
		27	Will	349.10	-	-	-	-	-	-	161.17	28.78	9.09	199.04	
			TOTAL:	82,651.64	-	-	-	-	-	-	33,818.09	2,163.51	424.62	78,033.11	
C A L E N	2010	129	Cook	78,266.79	-	11,230.92	6,363.23	198.84	-	18,081.49	16,594.59	20,436.25	256.89	73,162.21	
		31	Will	648.33	-	-	-	-	-	-	132.64	39.57	13.49	185.70	
			TOTAL:	78,915.12	-	-	-	-	-	-	16,727.23	20,475.82	270.38	73,347.91	
D A R	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	80,483.39	
	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	-	75,702.63	
			Difference	(5,189.53)	-	(1,969.62)	(2,036.45)	(161.99)	-	3,374.74	(3,110.91)	(46.15)	(820.86)	(4,780.76)	
			from prior year												

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

(2006 / 2007), 2008, 2009, 2010, 2011, 2012, 2013 (to quarter received)

	# TP		TOTAL	General	Food	Drinking &	Apparel	Furniture	Lumber, Bldg.	Automotive	Drugs and	Agriculture	Manufacturers	Computed Total
			TAX RECEIPTS	Merchandise		Eating Places		H.H. & Radio	Hardware	& Fill Stations	Misc. Retail	& all others		
2007	259	Cook	343,534.91	-	49,027.19	31,830.20	742.40	219.53	-	84,267.39	140,070.12	8,962.97	1,594.70	316,714.50
	53	Will	4,903.99	-	-	-	-	220.00	-	-	853.95	2,068.96	34.87	3,177.78
		TOTAL:	348,438.90	-	-	-	-	439.53	-	-	140,924.07	11,031.93	1,629.57	319,892.28
2008	200	Cook	309,113.84	-	24,671.83	32,074.90	743.89	-	-	82,334.03	133,301.26	11,950.21	2,127.36	287,203.48
	41	Will	4,793.82	-	-	-	-	-	-	-	809.59	772.27	116.81	1,698.67
		TOTAL:	313,907.66	-	-	-	-	-	-	-	134,110.85	12,722.48	2,244.17	288,902.15
2009	187	Cook	291,352.01	-	38,035.49	24,367.04	-	-	-	68,292.47	132,382.88	9,288.54	1,758.10	274,124.52
	44	Will	2,474.12	-	-	-	-	-	-	-	1,122.74	(307.99)	62.76	877.51
		TOTAL:	293,826.13	-	-	-	-	-	-	-	133,505.62	8,980.55	1,820.86	275,002.03
2010	181	Cook	299,303.32	-	44,453.87	20,171.30	527.88	-	2,304.13	74,261.56	75,213.63	65,416.20	1,304.85	283,653.42
	44	Will	2,776.60	-	-	-	-	-	-	-	784.50	66.37	41.45	892.32
		TOTAL:	302,079.92	-	-	-	-	-	-	-	75,998.13	65,482.57	1,346.30	284,545.74
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
		Difference from prior year	4,838.55	-	(596.12)	1,274.10	(389.05)	(145.58)	389.06	8,264.91	26,726.80	(29,330.61)	(884.86)	5,308.65
2008*		Cook	333,896.50	-	25,341.65	35,214.99	893.16	42.35	-	92,157.86	139,116.06	12,132.48	2,130.64	307,029.19
		Will	5,781.46	-	-	-	-	201.78	-	-	692.27	1,516.38	27.37	2,437.80
		TOTAL:	339,677.96	-	-	-	-	244.13	-	-	139,808.33	13,648.86	2,158.01	309,466.99
2009*		Cook	282,891.73	-	24,016.41	25,447.11	508.24	44.02	-	70,303.26	132,773.06	10,570.69	1,635.79	265,298.58
		Will	3,051.03	-	-	-	-	-	-	-	1,195.90	(115.93)	145.88	1,225.85
		TOTAL:	285,942.76	-	-	-	-	-	-	-	133,968.96	10,454.76	1,781.67	266,524.43
2010	179	Cook	296,308.31	-	48,121.22	20,722.19	-	-	1,661.50	69,860.30	108,579.83	30,160.45	1,620.27	280,725.76
	43	Will	2,503.51	-	-	-	-	-	-	-	983.60	53.18	36.92	1,073.70
		TOTAL:	298,811.82	-	-	-	-	-	-	-	109,563.43	30,213.63	1,657.19	281,799.46
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*		Cook	330,613.21	-	44,277.59	12,703.83	589.04	-	-	79,871.88	143,761.84	13,780.98	2,081.89	297,067.05
		Will	2,449.00	-	-	-	-	-	-	234.05	721.10	162.90	9.52	1,127.57
		TOTAL:	333,062.21	-	-	-	-	-	-	80,105.93	144,482.94	13,943.88	2,091.41	298,194.62
2013*		Cook	337,559.45	-	41,776.73	16,444.95	447.46	-	1,663.35	74,400.16	160,308.39	13,542.38	1,136.30	309,719.72
		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	-	312,033.82
		Difference from prior year	7,691.21	-	(2,500.86)	3,741.12	(141.58)	-	1,663.35	(4,087.73)	16,307.24	(187.23)	(955.11)	13,839.20

* Taxpayer information not available

Top Filer Report



#BWNKMGV
#CNXX X1X3 1999 84X9#
VILLAGE OF PARK FOREST
ATTN: MARY G DANKOWSKI, TREASURER
350 VICTORY DR
PARK FOREST IL 60466-2003

September 9, 2013



Letter ID: CNXXX1X3199984X9

Account ID: 05724-73792

Dear Local Official:

In response to your request dated August 26, 2013, 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
0489-4057	AMERICAN DRUG STORES LLC
0586-2061	WALGREENS
2264-5438	UHAUL
2873-4785	SPEEDWAY LLC
2889-3751	FAMILY DOLLAR INC
3381-7006	HIGHLAND PARK CVS LLC
3635-7766	MAHARISHI PETROLEUM INC
3987-7639	WINDY LANDINGS INC
5519-2718	7-ELEVEN STORE 23364B
5524-3029	NILEEMA LLC

This determination was based on the 1.00% local government's share of sales tax collected for the benefit of the Village of Park Forest in the months of August 2012 through July 2013. The businesses remitted a total of \$273,916.87 which was disbursed to the Village of Park Forest during the months of October 2012 through September 2013.

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

Sincerely,

Abigail Rennolds
Revenue Tax Specialist II

LOCAL TAX ALLOCATION DIVISION
ILLINOIS DEPARTMENT OF REVENUE
101 W JEFFERSON ST
SPRINGFIELD IL 62702-5074

217 782-0976
217 524-0526 fax

**Village of Park Forest
Motor Fuel Tax Allotment**

MOTOR FUEL TAX	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL
FISCAL YEAR END 99	53,648	51,905	51,354	48,459	53,355	48,393	47,474	31,113	57,314	44,877	48,751	57,287	\$ 593,929
FISCAL YEAR END 00	51,133	53,181	45,284	55,563	54,677	64,592	64,531	49,991	73,078	52,023	60,573	56,064	\$ 680,690
FISCAL YEAR END 01	69,108	60,775	61,877	61,900	61,900	63,006	59,333	67,365	54,364	48,740	55,367	61,587	\$ 725,321
FISCAL YEAR END 02	58,263	56,575	54,657	55,370	53,414	54,770	54,220	53,645	47,786	53,970	55,306	59,465	\$ 657,439
FISCAL YEAR END 03	59,657	52,202	61,493	54,604	58,754	56,377	55,389	53,830	47,451	54,202	59,185	51,142	\$ 664,286
FISCAL YEAR END 04	57,905	60,451	57,567	57,855	56,883	54,007	54,728	58,358	49,002	50,292	66,641	50,463	\$ 674,151
FISCAL YEAR END 05	57,564	58,564	61,042	48,380	56,781	57,789	64,121	51,885	57,021	55,703	56,410	52,840	\$ 678,101
FISCAL YEAR END 06	62,005	55,439	50,398	59,767	61,362	56,472	58,052	56,600	53,329	53,762	51,500	60,839	\$ 679,526
FISCAL YEAR END 07	57,732	61,111	52,643	53,344	59,364	57,062	55,728	59,609	56,078	55,749	49,680	61,156	\$ 679,256
FISCAL YEAR END 08	58,869	58,611	50,924	58,016	51,234	54,553	58,347	50,466	50,629	52,521	61,145	46,423	\$ 651,738
FISCAL YEAR END 09	51,424	46,914	42,991	58,449	39,878	56,985	56,173	54,718	50,299	46,852	63,990	34,042	\$ 602,712
FISCAL YEAR END 10	56,482	47,455	38,900	39,530	64,164	48,263	56,097	44,176	48,120	50,893	49,240	46,538	\$ 589,858
FISCAL YEAR END 11	50,443	49,064	56,483	143,266	52,779	50,528	54,662	44,018	49,989	48,424	47,505	44,203	\$ 691,365
FISCAL YEAR END 12	48,017	149,040	42,244	46,934	49,584	46,221	44,446	45,297	44,060	42,662	47,522	40,031	\$ 646,057
FISCAL YEAR END 13*	46,779	46,888	142,602	44,534	47,476	45,489	44,149	37,514	44,395	95,584	55,880	38,355	\$ 689,644
FISCAL YEAR END 14	44,987	52,828	37,370	-	-	-	-	-	-	-	-	-	\$ 135,184
* As of FY ending 6/30/12 IDOT is discontinuing mailing monthly MFT letters. Distribution details can be uploaded from the IDOT website http://www.dot.state.il.us/blr/MonthlyMFT .													

Village of Park Forest
Municipal Utility Tax FY14
Received at State
GL Acct 010000-400400

COM ED	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL
2000	46,161	50,812	43,422	33,828	29,074	35,178	38,302	38,198	32,427	31,143	30,683	34,521	\$ 443,749
2001	42,951	47,795	48,556	34,955	29,375	37,957	46,356	38,625	35,298	33,072	30,221	31,457	\$ 456,618
2002	45,861	59,053	44,778	33,404	33,704	35,163	43,780	38,312	34,689	35,525	32,660	34,812	\$ 471,742
2003	56,642	52,365	55,630	39,504	31,101	39,711	44,741	42,691	38,185	32,925	28,134	31,888	\$ 493,515
2004	45,627	42,209	52,253	36,629	31,912	37,548	44,742	42,713	35,858	34,420	31,225	37,040	\$ 472,175
2005	42,491	45,483	40,388	34,823	30,525	38,974	45,254	40,750	37,808	32,967	31,232	35,323	\$ 456,020
2006	54,577	60,070	48,421	41,843	32,330	41,133	46,223	37,748	37,309	34,082	30,641	37,863	\$ 502,239
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	\$ 478,871
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	\$ 477,058
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	\$ 446,402
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	\$ 423,163
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	\$ 434,348
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												\$ 41,200
NI COR													
2000	8,774	8,473	7,367	10,691	15,726	21,960	32,776	39,471	32,751	25,117	19,288	12,361	\$ 234,756
2001	11,222	10,979	10,562	15,505	21,223	40,238	78,091	91,230	79,004	58,067	27,777	12,910	\$ 456,808
2002	10,759	8,308	6,434	8,132	11,228	13,836	24,202	29,821	27,538	25,257	20,087	12,990	\$ 198,592
2003	10,222	9,121	7,888	11,076	18,882	30,856	47,651	58,310	65,989	52,291	27,736	17,338	\$ 357,362
2004	12,564	11,672	9,955	13,844	19,922	29,451	49,364	64,902	56,795	37,923	22,955	13,230	\$ 342,577
2005	11,084	10,589	9,731	12,489	17,767	30,705	57,160	67,078	58,276	44,993	29,846	17,827	\$ 367,546
2006	10,408	9,891	9,819	14,618	26,993	54,026	83,571	81,730	65,316	48,982	27,287	14,016	\$ 446,658
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	\$ 256,550
2014	10,713	8,679											\$ 19,392
TELECOMM													
2003								27,230	85,366	100,554	52,538	86,018	\$ 351,706
2004	68,001	58,685	93,414	54,089	75,172	78,557	65,156	73,143	72,031	71,996	74,437	71,665	\$ 856,345
2005	80,385	62,999	85,593	68,885	78,916	60,819	84,630	74,652	78,068	72,227	84,006	74,329	\$ 905,511
2006	74,392	82,452	71,419	69,077	84,667	74,047	71,472	64,837	81,887	74,142	66,003	74,803	\$ 889,197
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	\$ 861,893
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	\$ 854,113
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	\$ 1,034,738
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	43,086											\$ 91,605
MUNICIPAL TAX TOTAL													
2003								128,231	189,540	185,770	108,408	135,244	
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	179,302	169,261	152,626	142,378	127,642	\$ 1,690,964
2008	128,352	132,065	115,261	131,300	106,731	144,273	207,589	174,602	188,764	176,075	139,786	135,849	\$ 1,780,647
2009	133,363	140,239	126,815	112,635	112,115	153,733	171,294	179,607	152,562	130,113	127,714	102,453	\$ 1,642,644
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	\$ 1,516,055
2012	114,881	127,260	113,721	100,304	101,564	118,967	127,012	130,185	117,826	444,836	93,903	100,672	\$ 1,691,132
2013	119,469	118,990	107,386	91,202	100,276	108,878	124,831	128,152	124,727	121,070	104,243	98,570	\$ 1,347,795
2014	100,432	51,765											\$ 152,197

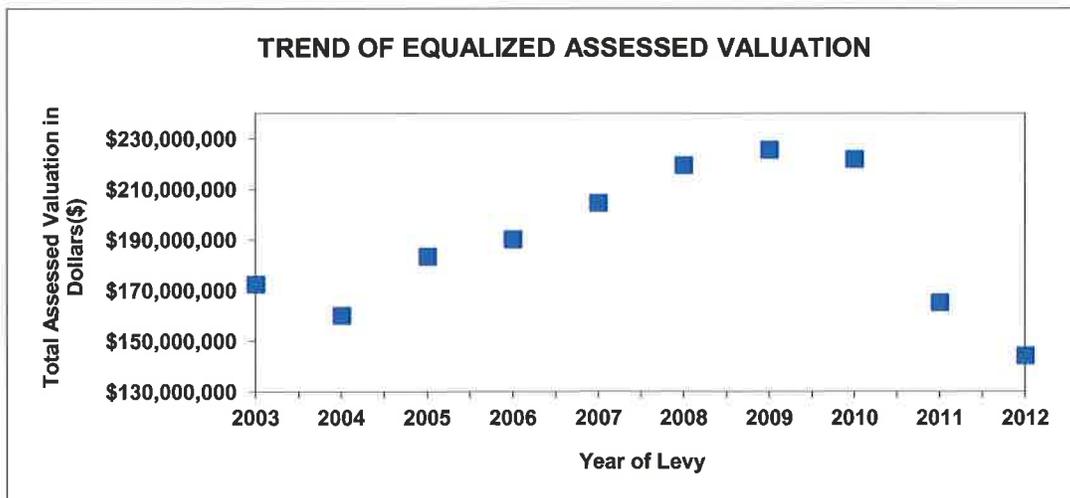
Tax Incremental Financing District DownTown Historic Equalized Assessed Value

A summary of the history of the TIF value is as follows:

	<u>1997 EAV</u>	<u>1998 EAV</u>	<u>1999 EAV</u>	<u>2000 EAV</u>	<u>2001 EAV</u>	<u>2002 EAV</u>	<u>2003 EAV</u>	<u>2004 EAV</u>	<u>2005 EAV</u>
U.S. Bank, vacant lot, Aunt Martha's Walgreens parcels	\$1,139,820	\$1,669,753	\$2,080,029	\$2,009,223	\$1,411,945	\$2,321,603	\$2,237,277	\$2,342,691	\$1,910,627
Legacy Square, Bldg. #3 & Movie Theatre Bldg. #2	1,797,965	523,581	2,580,832	2,018,022	1,118,013	1,373,784	1,391,802	1,513,237	554,888
CVS (formerly Osco)	—	—	—	1,372,682	1,564,501	1,617,105	1,611,144	1,686,769	1,787,985
First Midwest Bank (formerly Bank Calumet)	—	—	—	—	—	582,075	579,930	607,255	685,423
Associated Ventures (Victory Center)	—	—	—	217,995	227,494	2,883,409	2,644,280	2,399,687	3,272,562
Unidentified	—	—	—	131,277	307,725	665	(22,500)	—	(30,000)
Village owned property	660,348	exempt							
	\$3,598,133	\$2,193,334	\$4,660,861	\$5,749,199	\$4,629,678	\$8,778,641	\$8,441,933	\$8,549,639	\$8,181,485
	<u>2006 EAV</u>	<u>2007 EAV</u>	<u>2008 EAV</u>	<u>2009 EAV</u>	<u>2010 EAV</u>	<u>2011 EAV</u>	<u>2012 EAV</u>		
U.S. Bank / Chase Bank vacant lot, Aunt Martha's Walgreens parcels	\$1,893,363	\$1,988,884	\$2,259,596	\$1,974,153	\$1,646,974	\$1,475,049	\$1,497,275		
Legacy Square, Bldg. #3 & Movie Theatre Bldg. #2	536,115	2,959,343	5,515,839	5,027,894	5,465,765	2,852,319	2,647,175		
CVS (formerly Osco)	1,772,016	1,861,219	1,835,363	2,076,605	2,033,411	1,512,558	1,428,544		
First Midwest Bank (formerly Bank Calumet)	649,569	571,001	598,040	445,157	435,897	403,443	381,034		
Associated Ventures (Victory Center)	2,993,847	2,882,509	2,750,859	2,087,509	1,660,814	2,567,496	1,119,779		
Unidentified	200	10,500	(234,786)	310,917	(377,745)	(329,989)	70,399		
Village owned property	exempt								
	\$7,845,110	\$10,273,456	\$12,724,911	\$11,922,235	\$10,865,116	\$8,480,876	\$7,144,206		

**VILLAGE OF PARK FOREST
EQUALIZED ASSESSED VALUE
10-YEAR INFORMATION**

<u>Levy Year</u>	<u>Equalized Assessed Value</u>	<u>Percentage Increase(Decrease)</u>	<u>Estimated Actual Value</u>	<u>Ratio of Equalized Assessed Value to Estimated Actual Value</u>
2003	172,466,140	-0.10%	517,398,420	33.33%
2004	160,167,360	-7.13%	480,502,080	33.33%
2005	183,464,965	14.55%	550,394,895	33.33%
2006	190,262,287	3.70%	570,786,861	33.33%
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%



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	\$41,980***

* Figures from Real Estate Transfer Tax Records.

** Valuation skewed due to "mortgage industry/Short Sales"

*** 2013 through August 2013

**Village of Park Forest
Health Department Cost Analysis
For Fiscal Years '02 to '13**

	<u>FY 02</u>	<u>FY 03</u>	<u>FY 04</u>	<u>FY 05</u>	<u>FY06</u>	<u>FY07</u>	<u>FY08</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>
<u>Revenue</u>												
Budget	390,500	380,000	428,030	495,900	495,000	441,060	442,000	424,000	433,200	402,500	402,100	384,400
Actual												
Public Health	104,694	127,210	149,595	121,511	88,916	108,147	105,203	66,266	88,321	111,768	92,807	81,086
Home Health	352,146	314,825	314,197	269,003	202,169	429,358	345,693	313,320	337,076	287,557	247,595	192,593
Grant	39,660	26,543	76,727	58,268	-	-	-	-				
Other (Adj.)												
Total Actual	496,500	468,578	540,519	448,783	291,085	537,505	450,895	379,586	425,397	399,324	340,402	273,679
<u>Expenses</u>												
Budget	638,283	815,561	840,810	873,337	886,574	825,857	825,433	827,415	846,455	829,450	894,942	910,288
Actual	631,813	671,033	784,346	778,134	755,888	833,478	823,744	753,528	793,855	770,802	804,790	843,171
<u>Village Support</u>												
Budget	247,783	435,561	412,780	377,437	391,574	384,797	383,433	403,415	413,255	426,950	492,842	525,888
Actual	135,313	202,455	243,828	329,352	464,803	295,973	372,848	373,942	368,458	371,478	464,388	569,492

MEMORANDUM

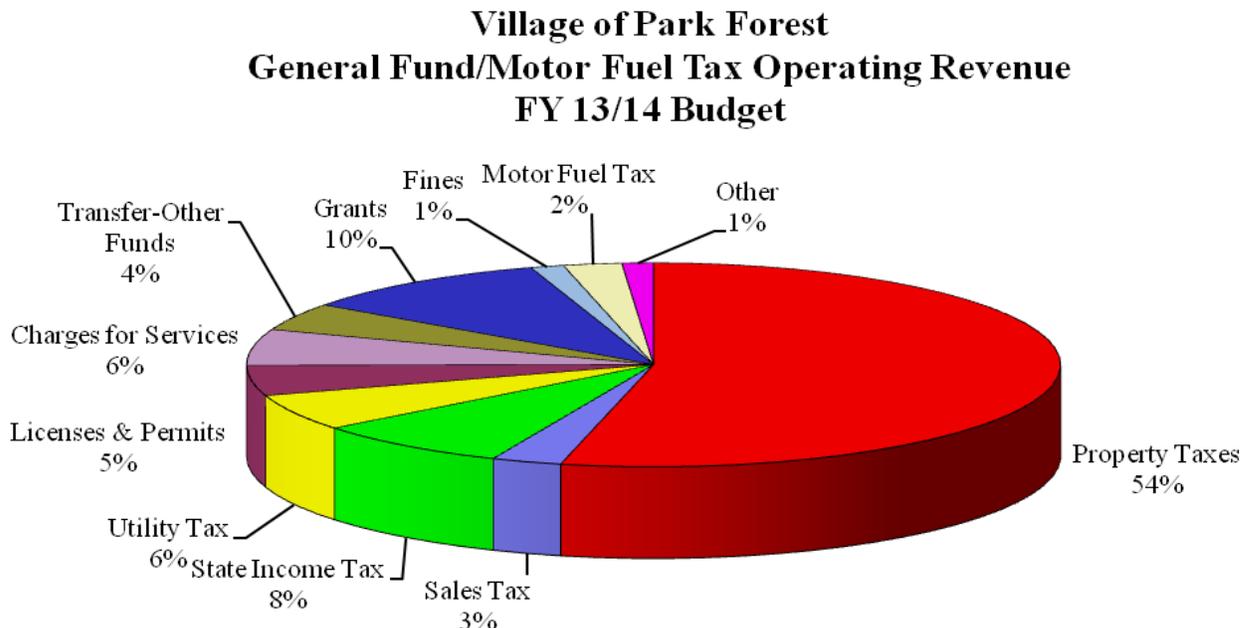
DATE: September 26, 2013
TO: Mayor John Ostenburg
Board of Trustees
FROM: Mary G. Dankowski, Deputy Village Manager/Finance Director
RE: Tax Levy Projections

First reading of the 2013 Tax Levy is scheduled for November 25. A public hearing is required for the first Monday in December with the final levy adopted at the regular meeting on December 16. The Board has historically chosen to begin discussion of the tax levy at this time as part of strategic planning in order to have a full picture of the financial position of the Village.

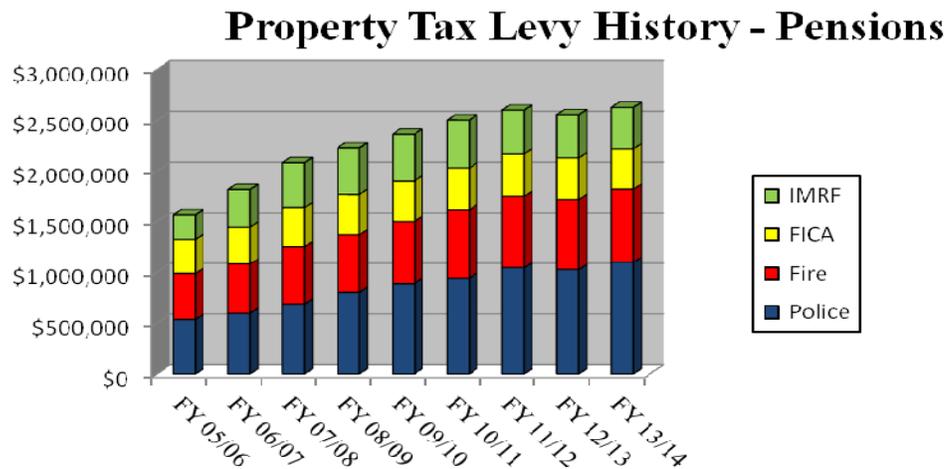
The 2014/2015 Budget will be funded by the 2013 levy. The tax levy consists of six separate categories. Each category is evaluated separately to determine levy needs. The categories are as follows:

GENERAL CORPORATE

The property tax levy for general corporate purposes funds the general operations of the Village – Police, Fire, Administration, Public Works, Recreation and Parks, Health, Community Development and Economic Development – which are not funded by other sources. As can be seen in the pie chart below, the 2012 levy supported 54% of the total operating budget.



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



As was indicated in the memo in the agenda package entitled “Preliminary Year-end Results for 2012/2013 and in the memo on “Current Year Trends,” revenues have not always kept pace with expenditures. Expenditure increases are factored in the property tax levy needs. When developing the levy, other revenue sources are also evaluated. Use of fund balance has previously allowed the Village to maintain a 3.4% or lower property tax increase for eleven of the last fourteen years.

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

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

In evaluating levy needs, increases in operating costs are assessed. Salaries are the largest expense for the Village. In the General Fund salaries represent \$10,015,866 or 53% of the total \$19,075,289 operating budget. Police and Fire personnel represent 63% of total salaries. For Fiscal 2014 personnel received a 2% salary increase, including police and fire. The dollar increase presented in the proposed levy assumes a 2.25% annual salary increase for all Village personnel, consistent with the Fire contract, and a 2% increase in other operating expenditures. After three years of no operating expense increase for departments a 2% increase was allowed for Fiscal 2012 to accommodate increasing cost of operations. The net result of levy needs and the use of General Fund balance on the general corporate property tax base is as follows:

2013 Tax Levy

GENERAL CORPORATE

Salaries 2.25%	\$ 225,000
Health Insurance 10%	199,129
Increase Storm Sewer Allocation from \$50,000 to \$100,000	50,000
Transfer sidewalk maintenance from MFT to General Fund	60,000
Other Expenditures 2%*	<u>181,188</u>
Additional Funds Needed for Operations	715,317
Utilize Portion of Fund Balance over 3 months reserve: **	<u>(715,317)</u>
Tax Levy Needs	\$ -

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

** Utilizing \$715,317 of fund balance leaves a 3.6 month reserve.

BONDS & INTEREST

The proposed levy for bonds and interest reflects a **decrease of \$59,056**. **The Village is able to abate \$850,000 in TIF Debt**. In addition, the debt restructuring recently undertaken will save tax levy dollars.

The recommended bond abatement and levy are as follows:

	<u>Actual Debt</u> <u>Debt Service</u>	<u>Funded From</u> <u>Other Sources</u> <u>(Abated)</u>	<u>Bond</u> <u>Levy</u>
General Fund	\$ 223,550	\$ -	\$ 223,550
Aqua Center	41,581	-	41,581
TIF	1,101,850	850,000	251,850
Water Fund	<u>90,844</u>	<u>90,844</u>	<u>-</u>
	\$1,457,825	\$ 940,844	\$ 516,981

The Village is able to abate a total of \$940,844 in the bond and interest levy.

This debt service does not include the \$1,286,989 annual payment required for the IEPA loan for the water plant or upcoming debt service for additional work. This payment will be covered by the water rates.

IMRF

The Village pays a designated percentage of salary for retirement benefits. The Illinois Municipal Retirement Fund determines this percentage. Because of prior favorable investment results, the Village contribution decreased from a high of 8.99% of affected salaries in 1999 to 3.22% of salaries in 2003. In 2004, rates began to increase. Rates jumped from 3.22% of eligible salaries to 6.79%. This doubled costs. In 2005 rates increased to 8.06%. In 2006 rates increased to 9.21%. For 2007 rates began to decrease slightly to 8.79% followed by 8.54% in 2008 and 8.69% in 2009. Because of serious market losses, rates increased to 9.56% in 2010, 10.52% in 2011, 11.57% in 2012, 12.73% in 2013 and are projected to increase to 12.80% in 2014. The Village currently maintains an IMRF fund balance. Utilizing a portion of the fund balance coupled with savings in hiring delays and restructuring will allow for a 0% increase in the IMRF levy.

2012 IMRF levy	\$422,549
2013 IMRF levy	<u>422,549</u>
Increase in Levy	-

FICA

The Village also maintains a fund balance for FICA. Again, utilizing a portion of the fund balance and realizing savings in hiring delays and position restructuring allows for a 0% increase in FICA.

2012 FICA levy	\$411,042
2013 FICA levy	<u>411,042</u>
Increase in Levy	-

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

POLICE PENSION

The levy amount for the Police and Fire pensions are actuarially determined. (See attached correspondence.) Police and Fire pension benefit legislation adopted by the State legislature adds to municipal pension costs. Police and Fire disability pensions also add to pension costs. Recent legislation has positively impacted pension costs by increasing the amortization period from 22 to 30 years. The 2013 levy is impacted by new mortality tables. In 2011 the Village was able to reduce the interest rate assumptions moving closer to actual returns. A further reduction is reflected in this levy. In addition, a small additional levy is recommended to improve funding levels. This was recommended during the last bond rating financial assessment of the Village and will move the Village closer to the new Governmental Accounting Standards Board (GASB) guidelines. The Police Pension Fund earned 2.86% investment return for Fiscal 2013.

2012 Police Pension levy	\$1,135,449
Actuarial Recommended Increase	141,339
Additional Funding	<u>40,000</u>

2013 Police Pension levy \$1,316,788

FIRE PENSION

The Fire pension levy is also affected by legislative changes and market factors. The Fire Pension Fund had gains last year of 3.58%. The actuarial funding recommendation and additional funding are as follows:

2012 Fire Pension levy	\$739,802
Actuarial Recommended Increase	89,878
Additional Funding	<u>40,000</u>

2013 Fire Pension levy \$869,680

Below is summary information for the pension funds as follows:

	<u>Police</u>	<u>Fire</u>
Total Assets	\$19,484,545	\$10,898,005
Levy Request	1,316,788	869,680
Percent Funded	53.9%	50.8%
Annual Rate of Return	2.86%	3.58%

The Village has historically fully funded the actuarial recommendations.

LEVY SUMMARY

	Original 2012 <u>Levy</u>	Extended 2012 <u>Levy</u>	Proposed 2013 <u>Levy</u>
General Corporate	\$ 9,879,855	\$10,187,408	\$ 10,187,408
Bonds & Interest	549,028	576,037	516,981
IMRF	409,530	422,549	422,549
FICA	398,428	411,042	411,042
Police Pension	1,101,207	1,135,449	1,316,788
Fire Pension	<u>717,318</u>	<u>739,802</u>	<u>869,680</u>
Village Levy	\$ 13,055,366	\$13,472,287	\$ 13,724,448

Increase over Extended Levy: 1.9%

Presented in the levy increase is the original and extended levy. Cook County adds a loss factor to the original levy to allow for uncollected taxes. The increase represents the increase to the extended levy. This is the “Truth in Taxation” Statutory requirement.

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

	<u>Tax Levy Increases</u>
1993	15.1%
1994	11.4%
1995	11.7%
1996	9.8%
1997	6.7%
1998	4.8%
1999	2.9%
2000*	2.9%
2001	2.9%
2002	2.9%
2003**	2.9%
2004	8.1%
2005	9.3%
2006*	2.6%
2007	3.3%
2008	3.0%
2009	6.0%
2010	3.1%
2011	3.4%
2012	2.7%
2013* Proposed	1.9%

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

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

Attached are the collection rate of taxes for the last 10 years which averages 94%

The actual increases experienced by taxpayers are a function of assessed value and new construction. Attached to the “Current Year Trends” memorandum is a ten-year history of equalized assessed value for the Village. On the average property tax bill the Village share of taxes range from \$1,800 to \$3,000. Therefore, a 1.9% increase in taxes will produce a \$34 to \$57 increase in a tax bill related to Village services.

In general, a 1% tax levy increase equates to \$134,722.



Actuary

To: Ms. Stephanie Rodas

Comments:

Re: Police & Firefighter Pension Funds

Stephanie:

Recall, over the past two years as a result of PA 096-1495 many changes were made including the actuarial method (Projected Unit Credit), 30-year amortization period, 90% amortization target and asset smoothing (5-year average market value). This year we will look at using the RP2000 Mortality Table. The smoothed values exceed the straight market values (\$1.1M Police, \$502K Fire). The investment returns were less than assumed and salaries increased as assumed. Police has the same number of active members and had 1 new incident of disability. Fire has the same number of active members. Thus, the Tax Levy has increased and the Percent Funded has decreased.

Highlights:

1. Investment returns: Police 2.86%, Fire 3.58%.
2. Annual payroll increases: Police -1.3%, Fire -0.5%
Average increase: Police 4.4%, Fire 5.0%.
3. New members: Police 7, Fire 3 Terminations: Police 3, Fire 2;
Retirements: Police 3, Fire 1; Incidents of Disability: Police 1, Fire 0.
4. Percent Funded: Police decreased from 56.8% to 53.9%;
Fire decreased from 54.3% to 50.8%.
5. Tax Levy: Police increased from \$1,101,207 to \$1,276,788 (15.9%).
Fire increased from \$717,318 to \$829,680 (15.7%).

As Always,

T. Sharpe

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

October 9, 2013

**VILLAGE OF PARK FOREST
Firefighters Pension Fund**

Investment Performance 2004-2013

	FYE 04	FYE 05	FYE 06	FYE 07	FYE 08	FYE 09	FYE 10	FYE 11	FYE 12	FYE 13
BOY Assets	7,329,435	7,650,062	7,911,561	8,107,811	8,809,592	8,864,108	8,433,290	9,056,896	9,869,776	10,185,963
Village Contribution	368,731	408,536	465,832	470,489	567,059	585,453	646,941	732,976	742,453	656,112
Firefighter Contribution	104,729	118,277	129,706	186,461	163,434	166,783	170,846	176,476	191,075	186,270
Pension Payments	508,048	630,889	660,723	697,272	679,231	686,471	730,467	743,226	846,760	940,080
Expenses	37,451	54,956	40,071	64,212	51,859	79,829	57,339	59,609	71,405	54,052
Income	391,079	423,529	304,640	778,899	67,456	(414,270)	608,573	717,087	316,102	362,173
EOY Assets	7,648,475	7,914,560	8,110,944	8,782,175	8,876,451	8,435,776	9,071,844	9,880,601	10,201,242	10,396,387
Annual Yield	5.36%	5.59%	3.88%	9.67%	0.77%	-4.68%	7.20%	7.87%	3.20%	3.58%
5-Year Yield (2009-13)	3.44%									
10-Year Yield (2004-13)	4.24%									

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

October 9, 2013

**VILLAGE OF PARK FOREST
Police Pension Fund**

Investment Performance 2004-2013

	FYE 04	FYE 05	FYE 06	FYE 07	FYE 08	FYE 09	FYE 10	FYE 11	FYE 12	FYE 13
BOY Assets	14,375,984	14,391,171	15,298,086	15,361,167	16,498,790	16,676,827	16,071,968	17,001,496	18,236,363	18,363,563
Village Contribution	422,037	462,024	551,737	593,482	663,828	739,740	873,889	1,000,943	1,011,695	1,009,657
Officer Contribution	226,194	308,527	249,621	262,014	274,924	381,224	332,971	307,714	327,810	301,970
Pension Payments	846,127	827,910	886,202	999,775	1,162,500	1,331,082	1,324,312	1,439,026	1,565,602	1,752,182
Expenses	19,037	27,637	30,320	41,597	59,420	33,484	35,139	31,599	56,338	74,011
Income	230,224	995,224	180,315	1,305,983	426,390	(406,715)	1,076,140	1,397,967	403,349	518,047
EOY Assets	14,389,274	15,301,399	15,363,237	16,481,273	16,642,011	16,026,510	16,995,516	18,237,495	18,357,277	18,367,044
Annual Yield	1.61%	6.94%	1.18%	8.55%	2.61%	-2.46%	6.73%	8.26%	2.23%	2.86%
5-Year Yield (2009-13)	3.52%									
10-Year Yield (2004-13)	3.85%									

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

VILLAGE OF PARK FOREST
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN YEARS
JUNE 30, 2012

Tax Levy Year	Taxes Levied for the Fiscal Year*	Collected within the Fiscal Year		Collections in Subsequent Years	Total Collected to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2002	8,039,810	3,059,010	38.05%	3,880,540	6,939,550	86.31%
2003	8,451,811	3,414,397	40.40%	4,678,278	8,092,675	95.75%
2004	9,267,508	3,339,232	36.03%	5,490,584	8,829,816	95.28%
2005	10,194,911	4,274,410	41.93%	5,344,518	9,618,929	94.35%
2006	10,736,969	4,584,244	42.70%	5,790,549	10,374,792	96.63%
2007	11,511,844	4,885,132	42.44%	6,011,124	10,896,256	94.65%
2008	12,288,123	5,038,413	41.00%	6,472,730	11,511,144	93.68%
2009	13,153,576	5,702,248	43.35%	6,651,551	12,353,799	93.92%
2010	13,937,332	6,391,471	45.86%	6,739,929	13,131,399	94.22%
2011	14,665,283	6,542,547	44.61%	-	6,542,547	44.61%

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

*Note: This schedule includes the Total Tax Levy Extension -- Village and Library. Taxes levied represent the prior calendar year's tax levy. (i.e. data presented for the Fiscal Year ended June 30, 2012 is based on the 2011 tax levy.)

MEMO

Date: October 4, 2013
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 finances are presented here. The funds for the following projects are Motor Fuel Tax Fund, Sewer Fund, Water Fund and Parking Fund.

MOTOR FUEL TAX FUND

Motor Fuel Tax Fund Description, Process, and Trends

DPW uses MFT funds for eligible annual maintenance projects and eligible day labor maintenance expenses. These maintenance projects include pavement rehab, sidewalk replacement, 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.

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. 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 DPW builds a reserve of the Village's MFT funds.

As shown on 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 is a five year program which provides a one-time supplemental allotment of MFT funds. This one time allotment increased the MFT fund by approximately 17%. The Village received 3 out of the 5 supplemental allotments thus far, \$101,888 dollars in October 2010, August 2011 and September 2012. One more allotment is anticipated this fiscal year and the last one next fiscal year. This increase in MFT allotment brings MFT funding back to levels the Village was receiving in FY04 which was around \$674,151 dollars. See attached MFT Allotment Spreadsheet.

Salt

The purchase of salt is one of the bigger maintenance expenses in the 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, the State solicits bids for salt and awards a lowest bidder. The quantity of salt to be supplied includes an amount projected and requested by the Village. Under this agreement, there is a minimum/maximum purchase clause. The following is a recent summary:

Snow Season	Unit Price per Ton (\$)	Tons Purchased	Total Spent (\$)
2008/2009	\$103.47 (Morton)	470	\$ 48,630.90
	\$155.58	1330	\$ 206,921.40
	(N.American)	1800 Total	\$ 255,552.30
2009/2010	72.54 (Morton)	2277	\$ 165,173.58
2010/2011	58.67 (Morton)	2274	\$ 133,415.58
2011/2012	58.67 (Morton)	1688(min purchased)	\$ 99,034.96
2012/2013	49.93 (Morton)	983 (min purchased)	\$ 49,081.19
2013/2014	49.93 (Morton)	1700 (requested)	\$ 108,000 (budgeted)
	Contract renewal	1360 (min)	\$ 67,904.80 (min)
		2040 (max)	\$ 101,857.20 (max)

Prior to the 2008/2009 season, salt was less than \$40 per ton and that included delivery to the Public Works Yard.

Due to the mild 2011/2012 snow season, DPW did not utilize much salt, but still was required to purchase the minimum purchase amount as required by the Joint Purchase Agreement. The salt purchased was stock piled, covered, and stored for the 2012/13 season. For the 2012/13 season, DPW again only had to purchase the minimum amount of 983 Tons. DPW again stock piled, covered, and stored the unused amount. DPW has approximately 500 tons to begin with this upcoming snow season.

For the current snow season, DPW renewed its contract with the IDOT Joint Purchase Requisition under the same terms and conditions. DPW requested 1700 tons. The Village's

requisition contract will require that the Village purchase a minimum of 80% of the Village's requested amount and a maximum of 120%. DPW budgeted \$108,000 for this fiscal year for salt which far exceeds the projected maximum purchase. The Village should be receiving a confirmation renewal letter from the State by mid October.

Salt Dome

DPW is looking into a dome style storage facility capable of storing approximately 2000 tons of salt, which is approximately one snow season worth of salt used. The current salt dome can store approximately 400 Tons. DPW has researched domes designed by Bulk Storage Inc. located in Beecher, IL. Bulk Storage has plans and specifications of all its designs which can be incorporated into contract documents for bidding. This company offers various methods of completing this project. In addition to completing this project, soil borings and design of a floor will need to be completed to determine subgrade preparation for loadings. \$280,000 has been included in this year's Budget for this work.

Orchard Drive Reconstruction: Lincoln Highway (US RT 30) to Sauk Trail

This project is currently substantially completed with the Contractor completing punch list items. The final processes for this project are Project Closeout and payments to IDOT for Village share of final construction costs. \$1,292,463.45 has been paid.

The design for this project incorporated for future traffic signalization at Westwood Drive if or when deemed to be needed due to the anticipated increased Canadian National (CN) Rail Road traffic. It was anticipated that motorists along Western Avenue would reroute themselves along North St, to Orchard Drive and under the CN underpass, to Westwood Drive/Norwood Blvd and vice versa. At that time, traffic volumes did not warrant the installation of this traffic signal. Therefore, all costs related to this signal would be 100% Village funded. If an evaluation study was performed and warrants were met to support the need, the costs related to this signal would become eligible for MFT funding. The evaluation of need will continue to be monitored.

Thorn Creek Bridge Replacement – Structure Number 099-6750

This project is approximately 60% complete. Landscaping, lawn restoration, tree planting, site cleanup, erosion control removal, traffic control removal and punch list items are the major items that still need to be completed. Once complete, the final processes for this project are Project Closeout and payment to IDOT for Village share of final construction costs.

Current estimates for this project are as follows:

	Federal Share 80%	Village Share 20%	Total	Status
Preliminary Engr	\$ 64,000	\$ 16,000	\$ 80,000	Completed
Design Engr	\$ 91,628	\$ 22,907	\$ 114,535	Completed
Construction (As Bid)	\$ 487,772	\$ 121,943	\$609,715	In Progress
Construction Engr	\$ 76,000	\$ 19,000	\$ 95,000	In Progress \$24,531 spent
Contingencies *	\$	\$	\$ 50,885	Awaiting cost participation
Total	\$ 719,400	\$ 179,850	\$ 950,135	Projected

* Contingencies include: Replacement of 72 inch storm culvert under Woodland Glen – 100% Village cost, temporary street lights at Thorn Creek Drive and Woodland Glen, water main revisions, and new hydrant and valve installation.

Lakewood Blvd. (FAU 1055) and Indianwood Blvd. (FAU 1056) Resurfacing

This project is complete. The final processes for this project are Project Closeout and payment to IDOT for Village share of final construction costs. The original contract amount was \$844,241.37, final construction costs are expected to close out at \$808,116. This project is at a 70/30 cost participation

Blackhawk Drive (FAU 1057) Resurfacing

This project is close to substantial completion with restoration and punch list items to be addressed. The final processes for this project are Project Closeout and payment to IDOT for Village share of final construction costs. The original contract amount was \$1,220,551.76. A current balancing authorization shows that final costs are tracking below the original amount, to approximately, \$1,209,997. This project is at a 70/30 cost participation.

North Street Resurfacing

In January 2012, the Village was notified of a tentative approval of an Illinois Commerce Commission EJE Mitigation Grant to resurface North Street from Orchard Drive, west to the Village Limit. The Board recently approved a revised grant agreement to move forward with this project. This grant will cover 90% of the construction expenses only. This project will consist of surface removal, pavement patching, spot curb and gutter replacement, resurfacing and pavement markings. The Village will need to fund 100% of Design and Construction Engineering expenses for this project. Construction Engineering is to be completed by Village Staff. Draft plans and specifications have been submitted to the ICC for review and comment. The current estimated costs for this project are as follows:

	Federal Share 90%	Village Share 10%	Total	Status
Preliminary Engr	\$ 0	\$ 0	\$ 0	N/A
Design Engr *	\$ 0	\$ 30,000	\$ 30,000	In Progress \$ 21,188.09 spent
Construction	\$ 252,000	\$ 28,000	\$ 280,000	Estimated
Construction Engr *	\$ 0	\$ 0	\$ 0	N/A
Total	\$ 252,000	\$ 58,000	\$ 310,000	Projected

* 100% Village cost responsibility

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

The Village is scheduled to receive Illinois Transportation Enhancement Program (ITEP) funds to improve the appearance along the Lincoln Highway Corridor. This project originally consisted 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 desirable plants that will act as a natural screen for the homes that back along Lincoln Highway. The Lincoln Highway Corridor Streetscape fund commitment was not to exceed \$117,840. The Village match would be \$29,450.

The Village received a Notice of Approval for additional ITEP funds to continue this enhancement project from Orchard Dr. to the Eastern Village limit. DPW started inquiry and discussion with the Deputy Director of Transportation and Infrastructure at South Suburban Mayors and Manager for options regarding the possibility of combining the funds from the first award to complete this project as one complete project. DPW has received approval to combine the ITEP funds as well as proceed with a scope change to include a sidewalk from Orchard Drive to Indiana St. IDOT rejected the Village's request to include the replacement of the wooden fence with these funds. A 6-8 month environmental review will need to be completed with an anticipated letting date of November 2014. Below is a current breakdown.

	Federal 80%	Local 20%	Total	Status
Prelim. Engr	\$ 47,600	\$ 11,900	\$ 59,500	Estimated
Construction	\$ 431,200	\$ 107,800	\$ 539,000	Estimated
Const. Engr	\$ 55,037	\$ 13,759	\$ 68,796	Estimated
Grand Total	\$ 533,837	\$ 133,459	\$ 667,296	Estimated

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

These are two new Federal Aid Route roadways that have been made eligible for federal aid funding. DPW recently submitted an application to the South Suburban Mayors and Managers Association Technical Advisory Group (TAG) Committee for review, funding

planning, and recommendation to the Transportation Committee for inclusion into the Multi Year Program (MYP). The Village requested that Indianwood Blvd (Sauk Trail to Monee Rd) be included in the FY 15 program and that Illinois St (Orchard Dr. to Western Ave.) be included in the FY 18 program. The Federal Fiscal Year is Oct. 1.

In 2012, the Transportation Committee agreed to provide 80% federal STP funding for highway projects during FFY 2013 and 2014. TAG discussed whether to let that policy expire at the end of 2014 and return to 70%, but will recommend to the Transportation Committee to continue it for 2 more years.

DPW will seek to add Westwood Dr. (Sauk Trail to Orchard Dr.), South Orchard Dr. (Sauk Trail to Monee Rd.), Shabbona Dr. (Sauk Trail to South Orchard Dr.), Indiana St. (Lincoln Hwy. to East Illinois St.) to the Federal Aid system at a future time.

SEWER FUND

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.

DPW will 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.

Sewer Lining and Excess Flow Facility Rehabilitation Project

1. Sewer Point Repairs, Lining, and Manhole Rehabilitation Project (IEPA loan # L17-0425)
2. Rehabilitation of Excess Flow Facility (IEPA loan # L17-0425)

Due to the call for Stimulus Funding Projects, DPW collaborated with Baxter and Woodman Consulting Engineers and submitted an \$880,000 dollar Request for Funding Application to fund the above mentioned projects. These projects did not receive any stimulus funding in FY2010 but they were carried over and were eligible for the IEPA 1.25% low interest loan program. The Illinois Environmental Protection Agency (IEPA) has provided a loan approval

letter and the contracts have been officially awarded. The originally approved loan covers design engineering, construction, and construction engineering costs for both projects as shown below.

	Sanitary Sewer/MH	Excess Flow Facility	Original Loan Amt
Design Engr	\$ 33,500	\$ 60,000	\$ 93,500
Construction	\$ 541,488	\$ 514,100	\$ 1,055,588
Construction Engr	\$ 69,000	\$ 62,000	\$ 131,000
Contingency			\$ 31,668
Total	\$ 643,988	\$ 636,100	\$ 1,311,756

The IEPA has requested repayment of the loan. The Excess Flow Facility project has not been closed out at this time. Therefore, the repayment of this loan will be readjusted when this project is closed out.

The Rehabilitation of the Excess Flow Facility was awarded to Concord Construction Services, Inc in the amount of \$514,100. This project is approximately 95% complete as DPW is working with Baxter and Woodman to have the project punch list items completed by the primary contractor. The Point Repair/Lining and Manhole Rehab project was awarded to American Pipe Liners for \$538,988.00. This project is completed. The following is the current expenses for these two projects.

	Sanitary Sewer Manhole Rehab	Excess Flow Facility	Status	
Feasibility Study	\$ 0	\$ 21,370.30	Completed	
Design Engr	\$ 33,500	\$ 60,000	Completed	
Construction	\$ 472,447.01	\$ 482,417.22	In Progress	
Construction Engr	\$ 67,602.22	\$ 62,000	In Progress	
Total	\$ 573,549.23	\$ 625,787.52	1,199,336.75	Current total expenses

USEPA Special Appropriations Project (SAP)

The Village was notified that it was the recipient of a USEPA Special Appropriation Project (SAP) grant for sanitary sewer infrastructure improvements. This grant was for \$500,000 and was a 55/45 match. The USEPA received a 3% administration fee that reduced the maximum grant amount to \$485,000 with a Village match of \$396,818 for a total project cost of \$881,818.18. DPW completed a Qualifications Based Selection Process to select an Engineering Services firm for this project. DPW received 8 Statements of Qualifications and interviewed the top 4 candidates. Baxter and Woodman was selected for this project. The plans were completed and bids were received March 21, 2013. The lowest bidder was InsituForm Technologies USA with a bid of \$ 497,890.40. To date, two pay estimates have been submitted to USEPA for reimbursement. The payments to date reflect the dollar values submitted from the three categories below. This first project will televise and line sanitary

sewers. The second project will rehab and line any additional sewers and manholes needing rehab from the first project. The following is the current expenses for this project.

	SAP Grant	Village share	Total	Status
Design Engr	\$ 31,240	\$ 25,560	\$ 56,800	In Progress
Construction	\$ 418,780	\$ 342,638	\$ 761,418	In Progress
Construction Egr	\$ 34,980	\$ 28,620	\$ 63,600	In Progress
Total	\$ 485,000	\$ 396,818	\$ 881,818	Projected
Payments	\$ 106,141.15	\$ 86,842.75	\$ 192,983.90	In Progress

WATER FUND

Discolored Water

The Board is aware of the recurring inconvenience of discolored water to water quality. 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. Through time, this sediment will settle and the water will run clear. DPW has performed periodic hydrant flushing, performed a more thorough Uni-directional flushing project, performed water main replacement projects, and performed a desktop analysis all in efforts to investigate and reduce the reoccurrence of discolored water. DPW is still researching other methods. This work needs to continue if we are going to move forward in relief of this issue. The iron oxide within the distribution system will continue to build as time passes. Therefore, at a minimum, DPW needs to continue to flush its mains periodically and relieve the distribution system of this loose material.

Water Main Breaks Village Wide

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

Calendar Year	2013	2012	2011	2010	2009	2008
# of Water Main Breaks Repaired	80 as of Sept.30th	201	167	111	82	154

To date, DPW has repaired 80 water main breaks. 201 water main breaks in one year is the highest recorded in recent years. DPW anticipates additional breaks throughout the rest of this year. Monies spent for water main break are for labor hours, equipment usage, materials, various restorations, and at times, cost to private contractors.

Water Plant Staffing

DPW is seeking to explore the potential option of having the water plant unstaffed for a period of time in a 24 hour period. Staff is interested in what type of savings can be gained by this effort. Staff is looking into the analysis that would need to be done.

Hydrant Flushing

In past years, Village crews performed hydrant flushing twice a year. This consisted of three nights and the Village divided in three areas. This did not complete a thorough flushing effort as the time frame and results of effort did not produce the desired results. DPW contracted with ME Simpson to perform a Uni-Directional Flush program and supply the Village with a survey and log of flushing operations for Village crews to re-perform uni-directional flushing in the future. 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.

Water Main Replacement and Improvements

The Village Board recently approved an increase in water rates to fund another 2 million dollar water main replacement and improvement project. The purpose of the rate increase was to provide a mechanism to fund operations and pay back a \$2,500,000 bond issue for an IEPA Loan to design and replace approximately 2 miles of water main. DPW entered into an Engineering Services Agreement with Baxter and Woodman Consulting Engineers for loan application assistance through the Public Water Supply Loan Program (PWSLP) and to update the Village’s Water System Model for this work. The loan will be a 20 year term at a rate of approximately 2%. This application will be ready for submission in October. 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 loans funds to be available. Current water rates have been increased to \$11.93. The Board approved a five year plan for water rate increases to fund two \$2,000,000 dollar water main replacement projects. This amounts to approximately 4 miles of new water mains.

Water Main Lining

DPW is working with Baxter and Woodman Consulting Engineers on a pilot water main lining project along Central Park Ave. and Sangamon Street, from Sauganash St to Shabbona Drive. This process involves rehabbing existing water mains by insertion of a cured in place pipe liner. Through this process, DPW anticipates costs savings in the areas of design, construction, and construction engineering. Bids will be let this fall or early next year for a spring construction. The following is the breakdown of costs for this project compared to traditional open cut method of installation.

	Open Cut	CIPP Lining
Design Engineering	\$ 25,000	\$ 19,000
Construction	\$ 345,000	\$ 273,000
Construction Engineering	\$ 40,000	\$ 28,000
Total	\$410,000	\$ 320,000

\$90,000 savings

Water Mains and Sewer Mains in Multi-Family Areas

When the Village was first built, 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. The Village has maintained these mains over the years since that time. The Village has met with the Multi-Family Areas and sought to provide a proposed agreement with exhibits that redefines maintenance responsibility of these 2 inch water service lines which are not on public property. This effort is ongoing. Three of the Co-ops are interested in pursuing this maintenance transfer. To date, Pangea, which is the owner that took over Thorn Creek Town Homes and Glen Arbor Condominiums (Courts G and H) has taken ownership and maintenance responsibility of these 2 inch mains that service their properties.

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.

PARKING FUND

Parking usage is low ever since Metra and Canadian National completed station improvements. Usage has been especially low at the 211th St. Metra Station Parking Lot. When the lot was reopened, usage dropped to approximately 1/3rd. DPW made recent efforts to promote the lots and revamp usage of these lots. Staff offered a 1 month free parking customer appreciation campaign in August 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. Recent counts after the free month shows

	211th St Lot	Matteson Lot
Bench Mark – 7/25/2013	146 cars	242 cars
Highest one day count	208 = 62 over bench, Tuesday Aug, 20	315 = 73 over bench, Wednesday Aug, 28
Average daily count	181 = 35 over bench	275 = 33 over bench
Recent count average after promotion	170 = 24 over bench Increase of 16.4 %	265 = 23 over bench Increase of 9.5 %
Spaces Available	440 spaces, 10 Handicap	555 spaces, 14 Handicap
	Less than half is being utilized.	Less than half is being utilized.

ADDITIONAL PROJECTS

Lester Road

DPW is working to reconstruct and resurface Lester Road from Indianwood Blvd to Victory Drive. SEECO Consultants recently completed soil borings and pavement coring. DPW met with Baxter and Woodman to design street lighting needs that will match with the rest of Down Town. Street lighting design is scheduled to begin soon. This project will be funded by the Down Town and TIF funds.

Commercial Building and Residential Home Demolition

The Village was approved to receive up to \$1,741,700 dollars in a Neighborhood Stabilization Program (NSP) Grant and \$493,900 in Community Development Block Grant (CDBG) funds from Cook County for the demolition of vacant, blighted commercial and residential structures. The 4 commercial sites are 3200 Lincoln Hwy. (Old Zee One Honda), Wildwood School, 350 Main St (BYUS Bldg. #3), and 100-800 Norwood Square Plaza. The residential homes are various homes village wide with that majority in the Eastgate neighborhood.

At this time, the 4 commercial sites have all been demolished and final restoration at Norwood Plaza still needs to be completed. Under this project bids were received by the Demolition contractor for the removal of the traffic signal at Norwood Plaza and Western Avenue. Lyons Pinner Electric was the lowest bidder and has recently completed this work.

Ten vacant, blighted residential structures were demolished earlier this year. Village staff is working with Cook County to amend the budget for this project to reflect actual expenses. The final cost for this project is expected to be approximately 12% less than originally budgeted. The final project budget will be presented to the Board for approval by November. The following are the current grant fund distribution and expenses for this project:

Grant Funds	Commercial Demo	Residential Demo	Total
Neighborhood Stabilization Program (NSP)	\$ 1,250,493.02	\$ 4,612.34	\$ 1,255,105.36
Community Development Block Grant (CDBG)	\$ 561,561.02	\$148,984.38	\$ 710,545.40
Total			\$ 1,965,650.76

Project Expenses	Amount	NSP/CDBG	Village	Completed	Status
Design Engineering	\$ 156,000		\$ 156,000	\$ 156,000	Complete
Design Engr. for Traffic Signal removal at Norwood Plaza	\$ 7,500		\$ 7,500	\$ 7,298.44	In Progress
Traffic signal removal at Norwood Plaza	\$ 36,818 Bid amount	\$ 36,818		\$ 12,388	Work Completed by Lyons Pinner Elec.
Demolition (Bechstein Original Bid for Commercial Demo)	\$ 1,896,000	\$ 1,896,000		\$ 1,750,882.69	In Progress
Demolition contingencies	\$ 189,600	\$ 189,600		\$44,538.15 (Current Change Orders)	In Progress
Construction Engr.	\$ 85,700		\$ 85,700	\$ 77,249.45	In Progress
Demolition (Shear Force Bid for Residential Demos)	\$ 141,600	\$ 141,600		\$ 141,600	Complete
Other Residential Demo Expenses	\$ 11,996.72	\$ 11,996.72		\$ 11,996.72	Complete
Totals	\$2,525,215	\$2,276,015	\$249,200		
Percentage Breakdowns		90.1%	9.8%		

National Pollution Discharge Elimination System (NPDES)

A potential issue that may require funds in the future will be for National Pollutant Discharge Elimination System, (NPDES) and the Metropolitan Water Reclamation District, (MWRD) related projects. There is a potential tax that is being discussed which would charge municipalities for the MWRD to oversee STORM WATER flows which would include creeks. There are no further details at this time.

Future Storm Sewer Issues and Projects

DPW has made efforts to encumber monies to build up a fund balance to fund major storm sewer projects. Currently there is no specific funding mechanism for this component of the Village's infrastructure. DPW plans for these projects in the 5 Year Capital Plan and relies on the General Fund to fund these projects. The following are major projects that will need to be addressed.

Project	Cost
Replace corrugated metal pipe in West Drainage Way	\$ 350,000
Replace corrugated metal pipe in East Drainage Way	\$ 475,000
Thorn Creek Subdivision Storm Water Management Improvements	\$ 380,000
Clean Drainage Ditch from Rich East to Lakewood Blvd.	\$ 100,000
Clean Drainage Ditch from Lakewood Blvd. to Western Ave.	\$ 100,000

MEMORANDUM

DATE: September 19, 2013

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: October 2013 Financial Update Meeting
ECONOMIC DEVELOPMENT UPDATE

Following is an update on the economic development and planning projects that are currently underway. Sandra Zoellner will be available to discuss these economic development activities in more detail and answer any questions at your Financial Update Meeting on October 12, 2013.

The sale of Village property to **Dollar General** closed on July 24, 2013, and construction started immediately thereafter. Millco Investments, the developer of this project, purchased 1.24 acres (out of the total 3.5 available along Main Street) for this project. The development incentive for this project included a land write-down, Class 8 property tax incentive, and tax increment financing (TIF) reimbursement up to \$170,000. The Dollar General store is expected to be open for business before the end of the year. Sales at the store are expected to be \$1.5 million annually, which will generate \$15,000 in sales tax revenue for the Village. While the property taxes will be dedicated to the TIF district for the next six years, the initial total property taxes are estimated to be approximately \$74,000. Village Staff are negotiating with Millco Investments for an option agreement on the remaining 2.25 acres of land along Main Street. The goal will be to bring at least two additional commercial businesses to the site.

Despite the economic downturn, leasing in DownTown Park Forest has maintained a steady occupancy rate. With the newest large leases for the Sapphire Room/Amber Club, Heads or Tails, and the Franciscan Medical Office occupancy in the Village-owned buildings is 75%. Additional rental activity is ongoing that could potentially increase this occupancy rate in the next several months. Sharon Bellino will be available to discuss these activities at the Financial Update Meeting.

The Village's **Residential Infill and Redevelopment** goals have taken another step forward in the past month. The final demolition project funded by the State of Illinois CDBG-IKE program will be initiated in October. As of the writing of this memo, bids have been received and the Board is scheduled to consider a contract for this project at the September 23 meeting. The remaining funds are sufficient for the demolition and asbestos abatement of six vacant, blighted residential structures. All are located in the Eastgate Neighborhood. A seventh home that was originally scheduled to be demolished in this project will be demolished by HUD, the owner of the property.

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 most of the blighted homes in the neighborhood. By the end of 2013, 59 homes will have been demolished in Eastgate with the combination of a Delta Institute grant, a State CDBG-IKE grant, two Cook County NSP grants, and bank funded demolitions. An additional eight vacant, blighted homes could be demolished if funds become available.

At this time, 18 of the vacant parcels in Eastgate are **owned by the Village**, but demolition liens are filed on all properties included in any of the demolition programs, and a deed-in-lieu of foreclosure will be sought for all of them. An additional nine homes are included in the Village's 2013 petition to Cook County to acquire properties through the No Cash Bid or over the counter processes. These are all properties that are tax delinquent for at least two years. In many cases, the banks that own the properties have been willing to donate the properties to the Village in exchange for a release of the demolition lien.

Given the number of vacant parcels in the Eastgate neighborhood, the Plan Commission's 2013 Goals included a planning workshop to develop policy guidelines for the future redevelopment of this neighborhood. This workshop was originally scheduled to occur in Fall 2013. However, with the policy input of the Plan Commission Chair, the Mayor, and the Village Manager, Staff will instead schedule this workshop for 2014. In lieu of the Eastgate Neighborhood planning workshop, Staff has issued a Request for Proposals for planning services to conduct a workshop focused on determining the future development goals for the **former Hidden Meadows** property. The Hidden Meadows planning workshop is tentatively scheduled to occur in early December and will include the Plan Commission, the Economic Development Advisory Group, and the Mayor and Board of Trustees. More information will be forthcoming on a specific date when the consultant has been identified.

Three developers are currently working in Park Forest to **purchase and rehabilitate vacant, foreclosed homes and sell them to owner-occupants**. Habitat for Humanity has purchased and rehabilitated 18 homes in Park Forest and closed on the sale of 13 homes to Habitat Partner Families. One additional home was sold to a homeowner who met the income qualifications for the general HOME program (these are higher income limits than used by Habitat). The remaining four homes are listed with a realtor for sale to income qualified homeowners because they do not meet the needs of Partner Families currently working with Habitat. Mecca Companies is the Village's developer with the State's NSP3 program. They have completed the rehabilitation of the four homes funded by the grant (5 E. Rocket Circle, 230 Indianwood Boulevard, 286 Westwood, 370 Westgate) and have listed the homes with a real estate agent to sell them to income qualified homebuyers. Tower Contracting, based in Markham, was chosen by the Illinois Housing Development Authority to be the developer for the Illinois Building Blocks program. They have purchased three homes (361 Neola, 3 Mantua Court, 331 Niagara), with a contract pending on 307 Oakwood. Rehabilitation is nearly complete on 3 Mantua Court (as of the writing of this report) and this home will be listed with a real estate agent for sale to an income qualified homebuyer.

The **Illinois Building Blocks Pilot Program** also includes a homebuyer assistance program. Income qualified homebuyers can receive up to \$10,000 to assist with down payment and closing costs. To date, 15 families have purchased homes in Park Forest with this program, with a total sales value of \$1,092,845. The Community Relations Coordinator has developed a series of programs to introduce the down payment program and the home purchase/rehabilitation program to area Realtors and prospective buyers. Staff also encouraged Realtors to place signage at qualifying properties and to add language to their listings to promote the program. These initiatives are intended to raise the awareness of Park Forest among both realtors and prospective home buyers. Staff has also actively promoted a similar down payment assistance program, City Lift, funded by Wells Fargo Bank. Three new homeowners have taken advantage of this program to move to Park Forest.

In June the Village submitted an application to Cook County to acquire 17 properties that have been tax delinquent for more than two years. The Village will acquire these properties through the **County's No Cash Bid Program**, which is an economic development tool designed to assist municipalities and other government jurisdictions acquire tax delinquent properties that are vacant, vacant residential land, or used for commercial or industrial purposes. At the direction of Cook County Bureau of Economic Development staff, the 17 parcels that the Village will seek in this process are divided into two redevelopment programs. The first group of 8 properties is clearly eligible for the No-Cash Bid program. The remaining 9 properties qualify for the program, but may have prior sales that are incomplete or other complicating circumstances that may not be resolved before the sale date. It is likely the second group of parcels will be processed as Over the Counter purchases. Because of the complicating circumstances attached to these properties, they would be acquired directly "at the counter" in the Cook County Treasurer's Office. However, the same due process procedure is followed as is required with a regular scavenger sale purchase. The No Cash Bid process typically takes 18 months before it is complete and the tax deed for an individual property is awarded to the Village. Expenses associated with this process include attorney's fees, payment to the Cook County Sheriff to serve notice to all property owners, fees for title searches, and minimal acquisition (bid) expenses.

The **Quiet Zone Feasibility Study** should be complete by the date of the Board's Financial Update Meeting. This project has been funded by CN as part of their Voluntary Mitigation Agreement with the Village, and the Village has contracted with Baxter & Woodman Consulting Engineers to undertake the study and implementation. The required improvements were installed on September 10 and 11, and include the installation of reflective channelization panels in the medians north and south of the Western Avenue railroad crossing, flashing beacons on the northbound approach to the railroad tracks, and signage. These improvements are considered to be sufficient to mitigate the risk of stopping the train horns. A Notice of Establishment was sent to the Federal Railroad Administration immediately after the improvements were installed, and the quiet zone will become effective on October 7, 2013.

In order to further implement the Village's new Sustainability Plan, the Chicago Metropolitan Agency for Planning (CMAP) has awarded the Village another local technical assistance project to undertake a **comprehensive revision of the Zoning and Subdivision Ordinances**. This project began on April 18 and 19 with a two-day workshop funded by a local technical assistance

grant from Smart Growth America. Members of the Village Board and Plan Commissions attended, as well as Staff from several departments. As a result of the workshop, the consultant from Smart Growth America produced a “next steps” memo that makes recommendations on three key sustainability goals included in the Sustainability Plan, and potential amendments to the Village’s Zoning and Subdivision Ordinances to address these goals. The three main goals include energy conservation and renewable energy, stormwater management and water conservation, and open space and green infrastructure.

CMAAP began their work on the ordinance revision process at a kick-off meeting with the appointed Park Forest Development Regulations Update Steering Committee on July 16. The Steering Committee is composed of the Plan Commission and four additional Park Forest residents and business owners. CMAAP has also conducted 19 stakeholder interviews with Village Staff, various Commission members, business and property owners, and representatives of the Village’s multifamily properties (cooperatives, condominiums, and rentals). The next step in the process will be a public workshop to be held on Tuesday, October 29 (6:30 pm at Dining on the Green). The purpose of this workshop will be to discuss the goals of the Ordinance revision process and obtain public feedback on how to accomplish these goals. By the end of 2013, CMAAP will provide the Village with a memo detailing their recommendations for ordinance revisions. Village Staff and the Steering Committee will have the opportunity to review and comment on this memo before the CMAAP team actually starts drafting the revised ordinances. It is anticipated that the engineering firm working with the Village Sustainability Coordinator (Terra Engineering) will be enlisted in this process to advise the CMAAP team and Village Staff on detailed engineering issues such as street cross-sections and construction standards and stormwater management to ensure that best practices and sustainability considerations are fully incorporated. The entire process is expected to be complete, including Board consideration and approval, by Fall 2014.

In September 2012, the Village Board approved an Intergovernmental Agreement to become a pilot member of the **South Suburban Land Bank and Development Authority (SSLBDA)**. The initial funding for the land bank has come from a HUD Sustainable Communities grant received by the South Suburban Mayors and Managers Association. The Cities of Oak Forest and Blue Island are the other pilot members of the SSLBDA, which has the authority to purchase, hold, maintain, and sell property within any of the member communities. Member communities can transfer ownership of properties to the land bank, or the land bank can acquire properties on its own. To date, the Villages of Richton Park, Sauk Village, and Midlothian have also joined the SSLBDA. At least three other municipalities are also considering joining. The land bank will have a memorandum of understanding with each community where it owns land to ensure that all plans and policies of the community are respected in the manner in which land is maintained and sold or developed. The Director of Economic Development and Planning is on the Board of the SSLBDA and serves as its Secretary. The SSLBDA hired an Executive Director in April 2013, and has recently learned that it will receive \$1.5 million from the Illinois Attorney General’s national foreclosure settlement fund. These funds will assist with operational costs as well as acquisition, maintenance and marketing of properties held by the land bank. The SSLBDA will also be seeking additional demolition funds from Cook County as they become available starting in November 2013. The Village of Park Forest intends to include in this application any vacant, blighted residential properties that are located outside Eastgate. Those

properties will be targeted for the SSLBDA because they can be marketed for redevelopment immediately after demolition.

The **South Suburban Housing and Community Development Collaborative** (“the Collaborative”) and the Metropolitan Mayors Caucus were also awarded funds from the Illinois Attorney General’s national foreclosure settlement fund. The Collaborative and the Caucus received \$300,000 for a two year project to explore how code review and enforcement processes can be streamlined and made more consistent across municipalities, develop an inter-municipal database for tracking troubled properties (and their owners), create incentive programs to reward responsible landlord behavior, and publish a “best practices” manual on code enforcement and monitoring strategies. The Collaborative/Caucus team has asked the Villages of Park Forest, Olympia Fields, Richton Park and Matteson to be the core pilot communities for this project. Because Park Forest is the only home rule community among the four, it will also be a test of how home rule code enforcement powers can be transferred to non-home rule communities. This project is in its early stages. More information will be provided to the Board as it progresses.

The Village supported an application to the Illinois Housing Development Authority for low income tax credits to build a 59 unit multifamily residential project in the 211th Street Metra Station transit oriented development (TOD) area. The 60th unit in the development is the on-site management office. The **Indiana Sands housing complex** would be located along Homan Avenue, leaving the US30/Lincoln Highway frontage free for commercial development. This plan is consistent with the Board-adopted 211th Street TOD Plan.

In 2013, the Community Relations Coordinator has coordinated several **community activities** designed to bring current Park Forest residents together, promote local businesses, and attract non-residents to the community either as visitors or as prospective residents. The activities held to date include an Open Mic and Karaoke night (150 in attendance at Holiday Star Theater), the Multi-Cultural event (125 in attendance at ITC Theatre), the Wine and Chocolate Tasting (600 in attendance at Dining on the Green, Tall Grass Art Gallery, Village Green), Dance Mania (100 in attendance at Dining on the Green), Family Game Night (280 in attendance at Dining on the Green) and the Ice Cream Social (656 in attendance at Village Green).

In addition, the New Resident Reception was increased from an annual event to twice a year rotating to local venues in Park Forest. This year the first new resident reception was held at the Holiday Star Theatre (March) for a Family Movie Night with over 130 participants. This event will evolve starting March of 2014 to a **Resident Appreciation Month** with a focus on new residents. This kick-off will include different partnerships with local Civic organizations, Village Departments, or local businesses. Events will vary each year based on interest, but will likely include a Multi-Cultural Event, Dress-up Family Brunch, Family Picture Day, and a “Live Grow Discover Park Forest Expo”. This expo will include local civic organizations, religious institutions, Village Departments, and local businesses. The Resident Appreciation month will be held twice a year in March and June. The June event will include partnerships with the Main Street Nights series and the Mayor and Board of Trustees for a BBQ Meet and Greet. The Village Manager has promised to be the grill master for this event!

MEMORANDUM

**TO: Mayor John Ostenburg
Board of Trustees**

**FROM: Thomas K. Mick,
Village Manager**

DATE: October 12, 2013

SUBJECT: Staff Initiatives for Board Goals for Fiscal Year 2013/2014

1. Engage in relationships and program initiatives which enhance working together to provide the best education possible for the children of Park Forest.

In partnership with the Village and Thorn Creek Audubon, more than 1,000 students from School District #163, #162, various home schools and school districts outside of Park Forest have enhanced their understanding of environmental science through field trips to the Wetlands Discovery Center, Junior Audubon programs and hands-on learning and research in Central Park Wetlands and Thorn Creek Woods. The Wetlands Discovery Center is also a home site for IDNR learning trunks and field kits. These are resource items on various subjects such as Illinois Mammals, Illinois Birds, and Ancient Peoples of Illinois supplied to hosting agencies by the IDNR that agree to manage and monitor their use. These can be checked out by individuals for a day or an extended period of time and used in the field to explore the given subject.

Recreation and Parks Staff will continue the “Live Grow Discover” after school program at Talala School with the 2013-14 School Year. This program offers two different activities each day, Monday through Thursday. Children participate in each of the two activities and parents may register their children for any or all days. The programs offered cover a wide range of activities and include arts, performing arts, dance, music, martial arts, basketball and tutoring in math and reading. This program is supported with funds earmarked from the Police Department’s Administrative Seizure Hearing monies and allows the Village to keep the registration costs at \$35.00 as well as purchase needed equipment. For example each child in the harmonica class will receive their own harmonica. The Communications Director partnered with Recreation and Parks to brand the program in a similar style as the Village’s Live, Grow, Discover campaign.

Recreation & Parks staff is also exploring ideas to offer a more comprehensive fine arts program to children and teens. Recreation & Parks is also working with staff from Economic Development and Planning and the Park Forest Library to expand a proposal from the Library to develop after school teen programming. Five areas have been identified by the teens as important: tutoring, theatre, basketball, video games and opportunities for regular social events. Wi-Fi and computer access are also important considerations.

Recreation & Parks annually employs more than 200 young people of high school and college age. Staff has committed to make the experience more than “just a summer job” with ongoing

support of young people who wish to advance to college, advanced degrees or an upgrade in their employment elsewhere. Many R&P staff have been “home grown” having started with the Village as seasonal workers.

The Police Department will again be giving away bikes in the eight grammar schools across Park Forest. Bikes will be raffled off for those students who have attained the goals set out by the various schools dealing with positive behavior as part of the third year of the B.I.C.Y.C.L.E. Program. More than 150 bicycles, helmets and locks have been given out in the first two years of the program.

The Police Department has also entered into a School Liaison Program with District #163 in which off-duty officers are hired to be at Forest Trail Junior High two days a week. Officers will teach a class the last period of the school day on various subjects including gang awareness, anti-bullying, drug prevention and other pertinent subjects. Liaison Officers will also be in attendance at special events put on by the different schools during the year and will assist the district with any problems they are having.

The Fire Department educational programs are being done across all elementary schools. Pre-school safety programs have been conducted; the Operation Head Start and a babysitters/latch-key classes were taught in conjunction with the Parks and Recreation Department. With classes now being presented to Blackhawk, Mohawk, Talala, Indiana and Arcadia Schools, the Fire Department is on track to meet the goal of reaching 80% of all third graders.

Firefighters continue participation in the annual career day programs hosted by Rich East and Forest Trail Middle School. The goal is to encourage students to consider a career in firefighting and emergency medical services. The Fire Department also assisted with the Prairie State High School Fire Academy.

The Fire Department has developed a relationship with Prairie State College and its Fire Science program and has assisted with its High School Firefighter Day, Basic Firefighter Operations training program and other fire science programs. Additionally, this relationship assisted in the staging of a regional training class at Freedom Hall and has initiated discussions on future cooperative training ventures.

The Police and Fire Departments both continue to work with the local school districts to support their Crisis Management Plans, life safety initiatives and to facilitate their annual required fire inspections to assist in providing safe and effective locations for educating the Village’s children.

The respondents to the Fire Department’s customer satisfaction survey continue to indicate the service they received met or exceeded their expectations. Citizens can now respond either by mail or on-line via the Fire Department’s web site.

The Communications Director has partnered with staff members at area high schools in efforts to outreach on the Park Forest scholarship available to high achieving students. Such Village-sponsored scholarships were awarded for the first time in August 2013.

Several Village staff members took part in School District 163's annual golf outing to benefit local students and build ties between Village and School Officials. Several Village Officials also attended the dinner program for this golf outing.

The Village's Sustainability Coordinator is working with School District 163 officials and others on future programming regarding 'reduce, reuse and recycle' as well as potential gardens (rain and vegetable) on school sites.

The Sustainability Coordinator provided public education at Youth Day in cooperation with the Environment Commission by providing an interactive game regarding the importance and fun of recycling.

2. Continue efforts to increase commercial, business and residential development in the Village.

The Public Works Department recently completed three roadway improvement projects: Orchard Drive, Blackhawk Drive, and portions of Lakewood Boulevard and Indianwood Boulevard. These roadway improvements provide access to and through commercial, business, residential, and industrial areas of the village.

Public Works Staff has submitted funding applications for roadway improvements to Illinois Street, from Western Avenue to Orchard Drive, and Indianwood Boulevard, from Sauk Trail to Monee Road into the Surface Transportation Program. This program will allow utilization of Federal Aid Funding for these improvements. These improvements are planned for 2015 and 2018, respectively.

In a coordinated approach, the Departments of Community Development, Economic Development and Planning and Public Works facilitated and oversaw the demolition operations of vacant and blighted commercial and residential properties. Demolition consisted of Wildwood School, Downtown Building #4, Old Zee-One Honda, Norwood Plaza shopping center, and various residences village wide.

Public Works Staff worked with the Communications Director to organize and publicize a one month free parking/ customer appreciation promotion of the 211th St and Matteson Metra lots. This effort was to show appreciation to current customers and attract new customers to our lots.

Public Works Staff installed Metra Station signs at the 211th St/Lincoln Hwy and Matteson Station parking lots. Signs were provided free from Metra.

In continuing the efforts of the Troubled Building and Property Task Force to identify and comprehensively address problem properties, owners and occupants, implementation and administration of the Crime Free Housing Ordinance and Vacant Building Registry Ordinance continued in 2013-2014. In 2013, 329 vacant properties registered at a compliance rate of 84%. Related to Crime Free Housing implementation, more than 60 renters have been removed from problem properties since the program's inception in March 2008. In three cases, an eviction was contested in court proceedings and the Village prevailed in each instance.

Related to the Crime Free Housing Ordinance, an additional tool was developed when the Village adopted the Parental Responsibility Ordinance. This initiative holds parents responsible for the actions of the law as committed by their minor children, and are brought to court to answer for those actions. The Police Department took an extended period of time to let the public know that this ordinance was enacted and only recently has started to look at implementation.

Another Police Department initiative is the Problem Oriented Policing (POP) program. In its second full year, the POP program entails police officers being assigned to specific neighborhoods to “make their own.” Quality of life issues are being addressed with emphasis on compliance not enforcement unless necessary.

The Community Development and Economic Development and Planning Departments have been working together to identify problem properties throughout the Village for demolition. Nine properties in the Eastgate neighborhood were demolished in 2011-2012 with the assistance of a Cook County Neighborhood Stabilization Program grant. Fifteen homes were demolished in December 2012 with a State CDBG-IKE grant. An additional six homes will be demolished with this grant in Spring 2013. Finally, Cook County provided an additional \$150,000 to demolish 10 vacant, blighted homes in February 2013. This now represents a total of 52 houses being demolished between 2009 and June 2013.

Main Street Nights saw an increase in business participation as Dunagains Irish Pub had a weekly grill and other local businesses sponsored different nights during the season. The result was a festival atmosphere each Wednesday evening with crowds growing each week during the concert series. Main Street Nights was recognized as the Best Festival in 2013 by the SouthtownStar. Recreation and Parks has met with staff from Economic Development and Planning to explore ways in which the departments could work together to promote business development and participation.

The Master Plan for expansion of the Village Green area onto the former Marshall Field’s building is completed but awaiting funding. A grant application for implementation submitted to the Illinois Department of Natural Resources (IDNR) was not awarded this grant cycle but was of enough interest to the IDNR to be placed on the stand-by list. The Village was encouraged to submit again in 2014. A key component to the plan is an “open area” adjacent to community activities targeted to development, especially commercial venues (i.e. eating, entertainment, etc.).

Economic Development Staff worked closely with Millco Development, the Economic Development Advisory Group (EDAG), and the Plan Commission to facilitate the new Dollar General Store at 10 Main Street, which is currently under construction.

Staff is working with EDAG to arrange and facilitate business capacity or start-up training courses utilizing funding provided by Canadian National rail company. A survey was developed and distributed to existing business owners to determine interest and availability for the training.

Staff is also partnering with Economic Development Staff at the Village of Richton Park to conduct a course to assist inventors in learning what it takes to get their invention produced, patented, and brought to market. This course is expected to launch in November.

The Village will host a booth at the October International Conference of Shopping Centers (ICSC) Deal Making trade show in Chicago. Several appointments have been made that are a result of meetings at RECon Las Vegas, May 2013. Related the RECon, in early September, Staff showed various Park Forest properties to a broker who first learned about development opportunities in Park Forest in Las Vegas.

Staff and EDAG evaluated a request for renewal of a Cook County Class 8 Property Tax incentive for 60 S. Orchard Drive. The request was presented to and approved by the Board in September 2013.

Following the news articles about events at Lincoln Mall in Matteson, Staff visited the Mall and met with three business owners/managers. Additional recruitment efforts have been instituted aimed directly at Metropolitan Eyecare which started in Park Forest as the Frame Up Shop.

To evaluate the expansion and continued success of the Annual DownTown District MidSummer Madness (DDMM) event, 2014 planning will include a committee of DownTown business representatives and other Village departments. The 4th Annual DDMM will be held on July 16, 2014.

The first quarterly business breakfast for the new fiscal year was held in September 2013. The Small Business Administration provided an overview of their services targeting the small business owner. Two more business breakfasts will be held during the fiscal year.

Business license renewals will be mailed out to business owners in mid-November. Additional forms will be evaluated for modification to the interactive format.

Six Park Forest businesses were winners of the SouthtownStar's 2013 "Best of the Chicago Southland". The Village's own Main Street Nights also won in the "Best Fest" category.

The Business Resource Guide has taken a new name for the 2013/2014 edition. It is now the Park Forest Shopping and Services Guide. This issue included a record number of 40+ ads and was increased to 46 pages. Businesses continue to note customer inquiries directly related from this guide.

The Quiet Zone project was finalized in early October when the quiet zone took effect at the Western Avenue crossing.

A demolition contract has been awarded to Shear Force Excavating, from Steger, to demolish six vacant, abandoned homes in the Eastgate Neighborhood. This contract is funded by the State of Illinois CDBG-IKE grant which also funded the demolition of 15 homes in Fall 2012.

Three non-profit housing developers are now active in Park Forest using a combination of funds from Cook County and the State of Illinois. Habitat for Humanity Chicago South Suburbs is currently purchasing and rehabilitating homes with a State CDBG-IKE grant administered through IFF, a non-profit community development corporation based in Chicago. Mecca Companies has recently completed the renovation of four homes in Park Forest with a Neighborhood Stabilization Program 3 grant funded by the Illinois Housing Development Authority (IHDA). Tower Consulting has finished one home rehabilitation project and has three additional homes under contract. Their funding is through IHDA's Building Blocks Program. This program has sufficient funding to purchase and rehabilitate approximately 25 homes in the Village. All homes are sold to income qualified owner occupants.

The Village has submitted an application to purchase 17 properties through the No Cash Bid or Over-the-Counter processes. These are programs that allow municipalities to acquire a tax deed to properties that are two or more years in tax delinquency.

The Village supported an application to IHDA for low income tax credits to build a 59 unit multifamily housing project in the 211th Street Metra Station Transit Oriented Development area. The Indiana Sands housing complex would be located along Homan Avenue, leaving the US30/Lincoln Highway frontage available for commercial development. Tax credit awards are expected to be announced in November.

The South Suburban Land Bank and Development Authority (SSLBDA) has received \$1.5 million from the Illinois Attorney General's national foreclosure settlement fund. This grant will help with operational costs, as well as acquisition, marketing and maintenance of properties held by the SSLBDA. The SSLBDA will also seek demolition funds from Cook County and the Village will include a request for the demolition of properties located outside of Eastgate. In addition to the pilot communities of Park Forest, Oak Forest, and Blue Island, the Villages of Richton Park, Sauk Village and Midlothian have recently joined the SSLBDA.

The Chicago Metropolitan Agency for Planning (CMAP) has begun work on revisions to the Village's Zoning and Subdivision Ordinances. This work has already included a kick-off meeting with the Board-appointed Development Regulations Revision Steering Committee, and 19 stakeholder interviews. The next step will be a public workshop to be held on October 29 at Dining on the Green.

Working with the Plan Commission, Staff has issued a Request for Proposals (RFP) for planning services to conduct a workshop focused on determining the future development goals for the Hidden Meadows property.

The Village's *Growing Green: Park Forest Sustainability Plan* was honored with the Sustainability Award from the Illinois Chapter of the American Planning Association (ILAPA). ILAPA also awarded the Best Practices Award to the *South Suburban Retail Investment Study*, which was a joint effort of the Villages of Park Forest, Olympia Fields, Matteson, and Richton Park.

The Fire Department implemented 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 also conducts on-site training to assist businesses and occupants in meeting the new standard including Dunagain's Irish Pub, the Sapphire Room and the temporary occupants of the former Illinois Theater Center property.

The Fire Prevention Bureau has assisted Economic Development and Community Development with timely technical support and plan reviews for prospective businesses. Engaging new businesses and owners by providing them with a clear understanding of code requirements and issues related to their respective developments. The Fire Department provided technical support or plan reviews for Dunagain's Irish Pub, continued expansion at the Homewood Star Facility, the Sapphire Room, Dollar General and St. Irenaeus with respects to a proposed day care occupant.

3. Continue to establish, review and refine policies which assure an acceptable and sustainable level of financial, environmental and infrastructure components of the village.

Public Works has nearly completed Phase I of a USEPA federal earmark of \$500,000 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. This effort rehabilitates these sewers before failure and a more costly repair that would entail accessibility restrictions. Phase II is scheduled to begin in the upcoming months.

The Thorn Creek Bridge replacement project is nearly complete. The existing bridge was replaced with a box culvert design. This project was funded 80% through the Highway Bridge Program.

The Orchard Drive reconstruction and resurfacing project is substantially complete. This roadway went from a 4 lane configuration to a two way configuration with a bi-directional left turn lane and bike lanes. This project was funded 70% through the Federal Surface Transportation Program.

The resurfacing projects of Indianwood and Lakewood Boulevards are complete. Indianwood Boulevard was resurfaced from Sauk Trail to Western Avenue and Lakewood Boulevard was resurfaced from Sauk Trail to Orchard Drive. This project was funded 70% through the Federal STP/LAPP program.

Public Works Staff worked to enhance the quality of life for Park Forest by incorporating bike lanes into the Orchard Drive reconstruction and resurfacing project. Now that Lakewood Boulevard and Blackhawk Drive have been recently resurfaced, Public Works Staff and the Sustainability Coordinator have pursued grant funding to incorporate "sharrow" pavement markings to encourage bike use. Both of these components increase awareness of use of non-vehicular modes of transportation and a new quality of life component.

Public Works is utilizing an Illinois Commerce Commission (ICC) EJE Mitigation grant to resurface North Street from Orchard Drive west to the corporate limits past Ludeman Center. This grant will cover 90% of the estimated \$280,000 construction costs. The remaining 10% (\$28,000) will be the Village match for construction work. Engineering design costs are estimated at an additional \$30,000 and are not covered by the grant.

The Blackhawk Drive resurfacing project is nearing completion. This work was completed from Sauk Trail to Monee Road. This project was funded 70% through the Federal Surface Transportation Program/STU program.

Public Works and Finance Department Staff have finalized the loan documents for a 1.25% IEPA Loan for sewer infrastructure. This loan saves the Village \$500,000 over the life of the loan in interest charges compared to municipal bonding.

Public Works is working on a water main lining pilot project. This project will rehab existing water mains with a cured in place liner. Staff has heard conflicting reports that this type of work may have considerable cost savings over traditional open cut installation methods. The pilot project will provide better insights for future projects.

The Recreation & Parks Department will continue its policy to reduce the use of pesticides in turf and landscape management and to reduce the water runoff from parks and public lands. There are currently two grant applications pending dealing with storm water management. One grant project would develop vegetated swales and rain gardens in the parks and the other grant project would expand the Central Park Wetlands into a broader interconnected system of storm water management. This proposal would include incorporating Keokuk Park and other open public lands to direct storm water into the Central Park Wetlands and to create other wetlands within Park Forest. Parks staff have also reduced mowing in open lands where feasible, cutting down on both labor and equipment use.

Recreation & Parks Staff will continue its program of refurbishing vehicles to extend the useful service life of its fleet. It is anticipated that this process will extend the useful life of the vehicle 5 to 7 years and cost only 25% of a new vehicle at this time.

Recreation & Parks Staff maintain an inventory of custodial supplies for use by the various facilities and departments. For some time staff has sought to purchase “post consumer waste” paper and green cleaning products when available.

Economic Development and the Sustainability Coordinator have partnered with the Illinois Green Business Association to implement a green business certification program. This partnership will provide guidance for businesses on the first steps to establish sustainable principles such as energy efficiency, resource conservation and equitable business practices – working toward the triple bottom line. An informational meeting was held but program requires more individual communication for businesses to fully understand and embrace the program.

The Fire Department continues to manage a number of grants designed to support operations and training within the department. These include two Federal SAFER grants received to promote recruitment and retention within the Fire Department’s Paid-On-Call division. These 100%

federally funded grants provided the department with funds to recruit and train new prospective members of the Paid-On-Call division up to the minimum level of basic training, provided basic equipment for the new members and provided a new electronic marquee sign to promote the Fire Department and its personnel.

Another Federal SAFER Grant provides salary and benefit funding for one Firefighter/Paramedic position within the career division. With a recent extension granted by the Department of Homeland Security this grant will have covered the salary and benefits for this Firefighter/Paramedic for approximately 28 months.

A fourth active Federal grant for the Fire Department provides training funds under the standard 90/10 split to complete incident command training within the department's career and POC divisions. These funds are being used in conjunction with the command training simulator obtained in a previous Federal grant to assist in advancing the training of personnel in the areas of incident command and the National Incident Management System.

On a much more limited basis, the Fire Department is working with the Illinois Fire Service Institute and a number of sponsors to bring free specialized training to the region on high-rise firefighting and modern science in firefighting. By working with these partners, department members and firefighters from the region experienced day long training with no cost or out of pocket expenses.

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 performed 318 original inspections and 245 re-inspections to date in 2013 with a 96% clearance rate on all code violations. The Fire Prevention Bureau conducts one original inspection for all commercial properties, and two on high-hazard and assembly uses within the Village.

Fire Department personnel are currently satisfying the customer complaint benchmark by responding to customer-driven fire hazard complaints on the day they are received or on the first business day following their receipt.

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 Department continues to look to expand where possible "Green Initiatives" into the physical plant, vehicles and operations. This year, the Fire Department began to move to a paperless pre-planning process eliminating three large 3-ring binders per vehicle and replacing them with re-usable thumb data drives. Enhanced efforts at going paperless within Fire Prevention are being made by increasing e-mail reporting capabilities. The Fire Department is continuing development and refinement of an anti-idling policy 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 needing to be running. Older, less fuel efficient vehicles, have been replaced with more modern, higher miles per gallon vehicles.

A Community Garden on a grand scale was designated for the former Wildwood School site. A site plan was developed with grant funding from the Chicago Community Trust.

The Sustainability Coordinator has become actively engaged in the Urban Sustainability Directors Network. This network will ideally help identify and establish sustainability related policies, or best practices, as modeled by other municipalities. Additionally, grant funding will be pursued for energy efficiency projects in residential, commercial and Village owned facilities, recycling education and promotion, multi-modal transportation and green infrastructure for storm water management.

The Sustainability Coordinator and Recreation and Parks Staff combined to undertake the project of replacing outdated T12 florescent lamps and fixtures in Village facilities with newer, more efficient T8 lamps and other green lighting technologies. In the spring of 2013 all of the fixtures in Village Hall, the Police Station/La Rabida, Freedom Hall theatre house lights and the Tennis & Health Club (excluding courts) were replaced with energy efficient lighting. Through grants received from the Department of Commerce & Economic Opportunity and Illinois Clean Energy projects costing a total of \$73,505 cost the village \$13,547.

The Village received notification of receipt of the Certificate of Achievement for Excellence in Financial Reporting for the Fiscal year ended June 30, 2012. The Fiscal 2013/2014 Village Budget has been submitted for the Distinguished Budget Award.

The laddered CD approach continued to improve interest earnings over the liquid investments in the Illinois Treasurer Pool. In addition, by monitoring cash balances the Village was able to offset all U.S. Bank service charges for Fiscal 2013.

4. Increase awareness of the quality of life in the Village of Park Forest.

Public Works Staff worked to obtain additional funding to complete a scenic beautification project along Route 30/Lincoln Highway from Indiana St. to Brookwood Drive. This project consists of removal of a deteriorated wooden fence and brush, and replacement with a natural landscape barrier. A new sidewalk will be incorporated from Orchard Drive to Indiana Street. Village Officials are still pursuing approval from IDOT for this project to allow for replacement of the deteriorated fence with a new wooden fence.

The completion of various roadway projects such as Orchard Drive, Blackhawk Drive, and portions of Lakewood and Indianwood Boulevards have provided adjacent residences and users of these roads with a new quality roadway surface.

In May, with the cooperation and assistance of Police, Nurses Plus, Economic Development and the Sustainability Coordinator and Recreation and Parks staff joined the National Parks Trust in celebrating “National Kids to Parks Day in Park Forest”. This day was recognized by a total of 306 entities from all 50 states with the intent to promote the various local state and national parks across the country. The theme in Park Forest was to “Discover” where participants discovered games, arts and science in Central Park as well as exploring important health issues and how to

be more environmentally responsible. There were also vendors and sponsors present to offer ways for families to enjoy camping, scouting and other outdoor activities.

Freedom Hall continues to offer excellent entertainment to residents through its Main Series, Senior Matinee programming and Children's Theater. The Main Street Nights concert series is a favorite mid-week interlude for many Park Forest residents and families through the summer.

The Park Forest Tennis and Health Club has seasonal indoor tennis and offers high quality tennis instruction and exercise opportunities as well as a comfortable lounge for social gathering.

Aqua Center Staff continues its efforts to enlist young people in swim lessons. National statistics indicate that for every 10 drownings, seven (7) are young African-American kids. All Village campers and visiting camps are now required to take swim lessons if they come to the facility. This season included a "Members Only" kick off and three Members Only Nights. Plans for the 2014 swim season include a movie and game night on Sunday evenings.

In August 2013 the Village changed its water/utility billing from bi-monthly to monthly. A public awareness campaign unfolded to inform the public of this pending change. Resident awareness of Village happenings will now be enhanced with a newsletter insert to be included with each monthly billing.

Finance staff fielded over 100 calls related to the transition from bi-monthly to monthly billing. Information was disseminated and gathered which will be reflected on future billings. The monthly billing process allows for modification to the bill format and information as needed.

The Orchard Drive LED sign is used to advertise community events for non-profits and civic organizations. Messages are also posted for Village activities and amenities such as Youth Day, Main Street Nights, Freedom Hall Series events, Park Forest Art Fair, Pancake Day, etc. Staff utilizes Village-owned digital message/marquee/monument signs throughout the Village to further heighten upcoming activities. In the Fire Department's case, there are some restrictions on the use of the sign for a 12 month period as related to grant funding. However, the sign has already been of great benefit in the recruitment and public education efforts allowed for this sign.

A full-page advertisement is purchased in the annual Chicago Southland Convention and Visitors Bureau guide and the Illinois Lincoln Highway brochure.

The Village published the largest ever community calendar of events for the Fall 2013/Spring 2014 season. This calendar is mailed to every address in Park Forest and is available at a number of locations and events throughout the community.

In 2014, the New Resident Reception will evolve into a Resident Appreciation Month with a focus on new residents. This endeavor will include different partnerships with local civic organizations, Village departments, and local businesses. Events will vary each year based on interest, but likely will include a Multi-Cultural Event, Dress-up Family Brunch, Family Picture Day, and a "Live Grow Discover Park Forest Expo." This expo will include all local civic organizations, religious institutions, Village departments, and local businesses. The Resident

Appreciation Month will be held twice a year in March and June. The June event will include partnerships with the Main Street Nights series and Mayor and Board of Trustees for a BBQ Meet and Greet, just to name a few. The Village Manager is scheduled to work the grill.

Community Relations launched a new health initiative entitled “Spring into a Better You” in April. This initiative included live workout sessions, cooking tips, and vendors.

In 2013, several community activities were held which are specifically designed to bring current Park Forest residents together, promote local businesses, and attract non-residents to the community either as visitors or as prospective residents. The activities held in 2013 include an Open Mic and Karaoke night (150 in attendance; Holiday Star Theater), the Multi-Cultural event (125 in attendance; former ITC Theatre), the Wine and Chocolate Tasting (600 in attendance; Dining on the Green and Tall Grass Art Gallery), Dance Mania (100 in attendance; Dining on the Green), Family Game Night (280 in attendance; Dining on the Green) and the Ice Cream Social (656 in attendance; Village Green).

This year’s Good Egg Award reception was hosted in September by the Commission on Human Relations. This year’s recipient was Sandra Spann, who played a major role in recruiting volunteers for the Habitat for Humanity’s Women Build Program. Ms. Spann is a Park Forest resident and an active member of Calvary United Protestant Church.

The Community Relations Coordinator attended the 3CMA (City-County Communications & Marketing Associations) Annual Conference in September, and received a lot of ideas to implement in the next fiscal year. In particular, Community Relations will work to implementing a pilot Block Club program for Park Forest. Once implemented and successful, this program will be expanded throughout the community.

The Village of Park Forest remains committed to be an employer of choice. All recruitments will encourage candidates to access the Village’s website in order to help awareness of what Park Forest has to offer and what it stands for as a community.

The Fire Department has put noteworthy effort and staff hours into building and maintaining a web presence in order to increase outreach to various aspects of the community. Some of the key improvements related to the website include on-line CPR class registration and information being readily available such as electronic copies of the department’s annual reports and frequently asked questions. The Fire Department has also turned to Facebook to increase outreach efforts and maintain communications with residents. While not as comprehensive as the website, the Facebook page provides a ready opportunity to reach out to citizens and provide immediate notification of items pertaining to emergencies and non-emergency information. When time and staffing allow the department will be looking at other social media avenues (instagram, vine, etc.) in an attempt to more fully expose our operations and activities to the citizens of Park Forest.

The Fire Department continues to make efforts at providing direct information and opportunity to our citizen population. The department provided four vehicles for the Main Street Nights activity “Touch a Truck” and thanks to a recent change in the Collective Bargaining Agreement

has the opportunity to add public educators at a reduced rate to assist in these public education efforts.

After three fire-related deaths in 2012, the first in decades, the fire department continues to look to develop programs to positively impact our resident's quality of life. Among those being researched for the new public educators are expanded CPR training availability, revamped school programs, team efforts aimed at babysitters and latch key children, Remembering When and other senior oriented safety programs and the possible return of the citizen's fire academy.

The Communications Director continues to work with local media on stories that help tell the story of the happenings in Park Forest. Some notable stories that have garnered coverage this year include: Park Forest Rail Fan Park Grand Opening, Park Forest Metra Lot Promotion, Park Forest Farmers' Market new payment option, and outreach to local television stations on Governor Quinn's participation in the 4th of July day parade (which was covered by Fox 32).

For the first time ever, the Village of Park Forest awarded scholarships to three local high school students. It is believed that these scholarship award winners will go on to do great things, and will share with others positive details about growing up in the Village – furthering awareness of the life in and of Park Forest.

The Communications Director has been working on a new Park Forest website on and off for the past two years. After a move to switch companies to a new vendor, CivicPlus, in April, the Communications Director began work to direct the look, feel, and content of the site. Currently, the Communications Director is adding copy to the nearly 200 pages of the new site. This re-worked site is scheduled to launch in December.

In addition to working with media, the Communications Director continues to use the Discover Magazine, local cable, posters at Village Hall, the Village's website, the Village's social media pages, videos playing at Village Hall and on YouTube, as well as an email newsletter to outreach to residents on the life of the town. The most recent outreach initiative is a monthly insert with water bills detailing a few happenings and/or reminders to keep in mind for the given month .

After the departure of longtime resident, Environment Commissioner and community gardening supporter, the Firehouse Community Garden was taken over by Village Staff. Planting, weeding and harvesting was enjoyed by the gardeners as well as the staff at the Park Forest Fire Department.

The St. Irenaeus Garden continues to thrive with the many volunteers from the South Suburban Food Co-op. A member of this gardening group had the opportunity to take over a green house and farm in Wilton Center, expanding the mission of this gardening group to provide even more fresh produce to the St. I's food pantry and other organizations in need.

The Algonquin Street Garden, the smallest garden in the program, continued into its second year in the Eastgate neighborhood as an example of healthful eating and personal food production.

The Peach Street Garden is the newest garden and the result of a program developed by Aunt

Martha's and students from Bloom Trail high school. They installed twelve raised beds and grew a variety of vegetables and herbs. As part of the Park Forest community garden program maintenance of the lot is the responsibility of the gardening group. Aunt Martha's group fulfilled this role and in addition cleaned out and cleared what once was an overgrown adjacent sidewalk cut-through, making it passable which has in turned increased its use and is an asset to the neighborhood. The addition of the Peach Street garden provided educational opportunities to the gardening group and the residents of Peach Street allowing for the intergenerational exchange of knowledge and building community around the concept of community gardening.

The Sustainability Coordinator has partnered with the Environment Commission, Garden Club and Thorn Creek Nature Center for educational workshops and fundraising events for current/future gardens and projects.

The 40th year of the Park Forest Farmers' Market included the addition of an Electronic Benefits Transfer (EBT) program. This program allows for residents to use their Link/SNAP benefits card to purchase fresh fruits, vegetables, cheese and bakery items and we have three vendors participating. As of the end of September there have been over 160 transactions and more than \$2,500 of benefits used at the market. The feedback from the residents has been extremely positive with the exception of the request that more vendors participate in the program.

Also at the market this season and many other community events (Faith Fest, Family Fitness Fest, Park Forest Garden Club and Youth Day) different sustainability topics were presented by the Sustainability Coordinator including: community gardens, recycling and water conservation.

Clearly identifiable recycling receptacles have been ordered for all Village facilities, will be placed out for use for special events and will be provided to houses of worship and schools. These recycle bins will have a newly created recycling logo hot-stamped on both sides and a universal top to encourage all recyclable items (aluminum, paper and plastic) to be deposited. Educational campaigns regarding recycling will be continued and expanded.