

**RULES MEETING OF THE BOARD OF TRUSTEES  
VILLAGE OF PARK FOREST, 350 VICTORY DRIVE, PARK FOREST, ILLINOIS  
COOK AND WILL COUNTIES**

**Village Hall - Boardroom**

**7:00 p.m.**

**February 6, 2023**

**IN ATTENDANCE:** Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Joseph Woods, Trustee Maya Hardy, and Trustee Erin Slone

**ABSENT:** Mayor Jonathan Vanderbilt and Trustee Candyce Herron

**STAFF IN ATTENDANCE:** Village Manager Tom Mick, Deputy Police Chief Brian Rzycki, Fire Chief Tracy Natyshok, Village Attorney Priscilla Centeno, Director of Finance Mark Pries, Assistant Director of Finance Sharon Floyd, Director of Parks, Recreation, and Community Health Kevin Adams, Director of Community Relations Larrie Kerestes, Assistant to Village Manager Jason Miller, Director of Public Works Roderick Ysaguirre, Andrew Brown, Village Planner, and Mark Geising, IT Coordinator

**OTHERS IN ATTENDANCE:** Matt Beran, Lauterbach and & Amen, LLP; Gary Kopycinski, eNews Park Forest

Trustee Settles called the meeting to order at 7:00 pm. Due the absence of Mayor Vanderbilt, Senior Trustee Settles was appointed President Pro Tem.

President Pro Tem Settles read the first proclamation recognizing Black History Month in Park Forest. She said that Black History is our history and highlighted countless accomplishments in American history from war heroes, education, inventors, sports, politics, and the arts. The proclamation salutes Park Forest Black residents for the many leadership roles within the Village of Park Forest on school boards, commissions, volunteer boards, and village leaders. She encouraged residents to observe Black History Month with appropriate activities and ceremonies many of which to be held in Park Forest.

Manager Mick read the second proclamation recognizing Reverend Carol Jamieson Brown for her dedication and leadership at the First Baptist Church of Park Forest.

**1. 2021/2022 Audit Presentation**

Manager Mick introduced Mr. Matt Beran of Lauterback and & Amen, LLP to make the official presentation of the 2021-2022 audit. Mr. Beran thanked the Finance Team for their work throughout the year for their dedication to this process. The audit presentation detailed the budget process with a comprehensive financial report and the necessary pieces of communication shared by the auditors. The FY 21-22 audit has been submitted to the GFOA for the COA (Certificate of Achievement for Excellence in Financial Reporting) award and the Village has received the CAFR award more than 25 years in a row. He added that the Village has a healthy fund balance of 87% and thanked the staff for their cooperation. President Pro Tem Settles asked if there were any questions from the Board. Trustee Slone asked about the collection of Cook County property taxes. Mr. Beran explained that while Cook County delays paying the

property tax, they are collected later in the year at an 84% rate. He added the information in the management letters with three areas. He noted that there were no internal control issues found, a positive thing. Trustee Woods wanted to reassure the public and asked if there is any areas of fraud or mismanagement found. Mr. Beran said an audit is not designed to find fraud but is there to prevent it with checks/balances, preparing/reviews, and policies/approvals by the Board. He found nothing out of the ordinary. President Pro Tem Settles asked the Board if there were any other questions or comments. Hearing none, she thanked Mr. Beran for the presentation

## **2. 2023 Sanitary Sewer replacement**

Manager Mick said this item comes out of the Public Works Department and is routine annual item regarding replacement sewer work. Director Ysaguirre explained the bid process receiving four bids. The contract was structured differently with a base bid and two alternates for other locations. This allows for more flexibility in awarding the contract. The lowest bid for the base bid and both alternates was from M/J Underground of Monee, Illinois. They are a woman-owned company that has worked in the Village previously on similar projects. Staff recommends awarding the contract to M/J Underground. President Pro Tem Settles asked the Board if there were any questions or comments. Hearing none, this item will be on the agenda for action at the February 20 Regular meeting.

## **3. Resolution Accepting a Loan to a Grant from and Participating In the Illinois Housing Development Authority Capital Bill Preservation Program- Limited Rehabilitation**

Manager Mick said this item comes from the Department of Economic Development and Planning and Illinois Housing Development Authority (IHDA) grant which will help fund repairs to owners who qualify. The resolution has to be approved by the Board to receive the grant. Mr. Andrew said the Village applied for the Home Repair and Accessibility Program (HRAP) which assists in rehab improvements, accessibility improvements, and roof repair for those qualified applicants. Trustee Slone asked about the selection of homes other than income qualifications and the list of qualified contractors. Mr. Brown said application process is a first come first serve sign up with a waitlist. He noted the Village will use the process they currently use with the South Suburban Trades Initiatives and other Village projects. There would be three bids per project. Trustee Hardy suggested that the projects could be spread throughout the Village and not be limited to one or two neighborhoods. Hearing none, this item will be on the agenda for action at the February 20 Regular meeting.

## **4. An Ordinance Approving a Text Amendment to Article VII (Signs) of the Unified Development Ordinance to remove Auxiliary Yard Signs from Section VII-5.C Temporary Signs with Permit Requirement**

Manager Mick said this item comes out of the Department of Economic Development and Planning with a recommendation from the Planning and Zoning Commission. Late in 2022, it came to the Village's attention that Village Code was not in alignment with State law regarding campaign signs. Mr. Brown explained that the auxiliary yard sign regulation was not enforceable by the Village and did not comply with State law from 2011. Removing the entire Auxiliary Yard Sign section from the UDO will bring the Village into compliance with state law and make yard sign enforcement more suitable for the Building Department. President Pro Tem Settles asked the Board if there were any questions or comments. Trustee Woods commended the Village Attorney, staff, and the Planning and Zoning Commission for addressing this issue in an

expedient manner. Trustee Graham asked how this would affect the co-ops. Manager Mick said some Homeowners Associations may have stricter laws than the Village. Attorney Centeno said that the rules in place when you purchase a property, i.e. the co-ops, are the rules you agree to when you buy. Hearing none, this item will be on the agenda for action at the February 20 Regular meeting.

**Mayor's Comments**

None

**Manager's Comments**

Manager Mick encouraged residents to check the Village's website for more information on events planned for Freedom Hall by the Commission on Human Relations. He noted that the memorial bunting at Village Hall to mourn the passing of Former Trustee Alicia McCray.

**Trustee's Comments**

President Pro Tem Settles thanked Reverend Jamieson Brown for her twenty years of religious service to the community of Park Forest. She congratulated the Fire Department on the Awards Ceremony especially the award recipients. She encouraged residents and their children to celebrate Black History Month with activities available in Park Forest and surrounding communities.

Trustee Graham said the Human Relations Commission will host the Black History Month Program at Freedom Hall Saturday, February 11th. The Youth Commission will meet Wednesday, February 8 at 7pm. She congratulated all the firefighters and EMTs who received awards. She also thanked the Finance Department for always keeping us on track.

Trustee Woods said the Economic Department Advisory Group will meet Wednesday, February 8 at 6pm. He commended former Pastor Jamieson Brown for her years of service to the Village. He also commend those who put together the Black History Proclamation. Black History is also the present and the future and a reminder that there is much more to do.

Trustee Hardy thanked the entire Fire Department for their work and congratulations to those receiving the awards. She also thanked the Finance Department for their transparency and excellent work they do. Congratulations to Reverend Jamieson Brown for her years of service and her work throughout the pandemic.

Trustee Slone said the Senior Commission will host a seminar on estate planning on March 2 at 1pm. with more information to come. She reminded residents interested in Solar for All Program that there is an informational meeting scheduled February 16 from 7pm to 8pm at Village Hall. Residents can receive discounts on their energy bill and help the environment as well.

**Attorney's Comments**

No report

**Clerk Comments**

No report

**Audience to Visitors**

None

**Adjournment**

This concluded the Rules Meeting of the Board of Trustees Meeting.

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

The meeting was adjourned unanimously with a voice vote with the following results:

Ayes: 5

Nays: 0

Absent: 2

President Pro Tem Settles adjourned the Rules Meeting at 7:44 p.m.

Respectfully submitted,  
Sheila McGann  
Village Clerk