

**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.

May 22, 2023

IN ATTENDANCE: Trustee Theresa Settles, Trustee Tiffani Graham, Trustee, Trustee Maya Hardy, Trustee Erin Slone, Trustee John Moore, Trustee Randall White, and Mayor Joseph Woods

ABSENT: none

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Paul Winfrey, Fire Chief Tracy Natyshok, Village Attorney Leslie Kennedy, Director of Finance Mark Pries, Director of Parks, Recreation, and Community Health Kevin Adams, Director of Community Relations Larrie Kerestes, Director of Public Works Roderick Ysaguirre, Director of Economic and Planning Sandra Zoellner, Village Planner Andrew Brown, Downtown Property Manager Heather Jones and Mark Giesing, IT Coordinator

OTHERS IN ATTENDANCE: Trish Parks, Houseal Lavigne; two other residents

Roll Call

Mayor Woods called the meeting to order at 7:00 pm.

1. Ordinance adopting a new DownTown Master Plan Element of the Official Comprehensive Plan

Manager Mick said this item is out of Planning Commission. Village Planner Brown said this is a new master plan that has been in the works since 2021. He introduced Trish Parks from Houseal Lavigne who gave a brief overview with a PowerPoint presentation. The presentation gave an introduction explaining the process of the community outreach. Community involvement developed into a vision statement and goals. This included where do residents see the Village in ten or fifteen years and what will land use and development look like. Some items of interest included bolstering year round events and activities, better signage throughout the Village for pedestrians and vehicles, and a new land use plan. Ms. Parks also discussed implementing the plan and funding mechanisms.

Mayor Woods asked if there were any questions or comments from the Board. After some questions from the Board, Ms. Parks clarified to them that their company worked on the Downtown planning after they did their outreach with staff, citizens in focus groups, community meetings, businesses, and internet comments. The last master plan was in 2002 and acted as a guide. The public outreach highlighted which areas they were most interested in. It was noted that community liked to see the Downtown holiday lights and enjoyed seeing them year round. She also noted the plan is updated more grounded in the needs of today. Mayor Woods said the community participation really spoke to what they want to do and where we want our Village to go. He thanked Ms. Parks for her presentation. Hearing no other questions or comments, this item will have first reading at tonight's regular meeting.

2. Ordinance authorizing the sale of 76 Winslow Street

Manager Mick said this item is out of the Economic Development Advisory Group. Mr. Brown gave background information on this property, rehabilitation partnerships, and the South Suburban Trades Initiative (SSTI). The property should be ready for market beginning July with the Village identifying a Park Forest based relator for the sale. He added that this is the fifth property to be rehabbed using grant funding and put on the market. Mr. Brown said the energy efficient improvements are noted. Mayor Woods asked if there were any other questions by the Board. Hearing none, this item will have first reading at tonight's regular meeting.

3. Contract with Flock Safety for LPR Cameras

Manager Mick said this item is out of the Police Department. Chief Winfrey said the Police Department's current contract with Flock ends in December 2023 with an increase expected. Flock is offering a five year extension of the contract with no increase. The Police Department suggested two other cameras for more coverage within the Village. The Police Department recommends the five year contract with the two additional cameras. Mayor Woods asked if there were any questions or comments by the Board. When Trustee Hardy asked about maintenance fees, Chief Winfrey said the maintenance is included in the contract, i.e. software updates, solar panels etc. When Trustee White asked how the system works, Chief Winfrey said the make and model of the vehicle is recorded by not images of people. He noted that the data is secure and purged unless is it flagged. Chief Winfrey stated that there would be ten cameras in the Village when the two additional ones are installed. Hearing no other questions, this item will be on the agenda at a subsequent meeting.

4. Resolution authorizing an International Agreement for participation in the Mutual Aid Box Alarm System

Manager Mick noted a typo in this item. It should read "Intergovernmental" not "International." This item is out of the Fire Department. Chief Natyshok said this resolution is a continuation with our current agreement with Mutual Aid Box Alarm System (MABAS). This allows for municipalities to share resources without sacrificing safety. While it could be a complicated system among agencies, this IGA removes barriers and simplifies day-to-day mutual aid between agencies. Chief Natyshok recommends the Village approves this resolution. Mayor Woods asked if there were any questions or comments from the Board. When Trustee Slone asked for examples, Chief Natyshok explained that the Fire Department can pass on call if they are too busy to assist on other calls. Hearing no other questions, this item will be on the agenda at a subsequent meeting.

5. Inter-governmental Agreement with Will County

Manager Mick said this item is out of the Fire Department. Chief Natyshok explained that the majority of the Will County Fire Departments have switched to an 800 MHz system. SouthCom does not use this system. This inter-governmental agreement with Will County will allow Park Forest to access the Will County 800MHz talk groups. Chief Natyshok recommended this agreement as it would be in the best interest of Park Forest citizens adding that there would be no fees or equipment costs associated with this agreement. Mayor Woods asked if there were any questions or comments by the Board. Hearing none, this item will be on the agenda at a subsequent meeting.

Mayor's Comments

Mayor Woods dispensed with the comments section of the agenda until the regular meeting.

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Audience to Visitors

None

Adjournment

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

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

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

Ayes: 7

Nays: 0

Absent: 0

Mayor Woods adjourned the Rules Meeting at 7:33 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

**REGULAR MEETING OF THE BOARD OF TRUSTEES
350 VICTORY DRIVE
PARK FOREST, ILLINOIS**

Village Hall

Board Room 7:00 p.m.

May 22, 2023

IN ATTENDANCE: Trustee Theresa Settles, Trustee Tiffani Graham, Trustee, Trustee Maya Hardy, Trustee Erin Slone, Trustee John Moore, Trustee Randall White, and Mayor Joseph Woods

ABSENT: none

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Paul Winfrey, Fire Chief Tracy Natyshok, Village Attorney Leslie Kennedy, Director of Finance Mark Pries, Director of Parks, Recreation, and Community Health Kevin Adams, Director of Community Relations Larrie Kerestes, Director of Public Works Roderick Ysaguirre, Director of Economic and Planning Sandra Zoellner, Village Planner Andrew Brown, and Mark Giesing, IT Coordinator

OTHERS IN ATTENDANCE: Trish Parks, House Lavigne; two other residents

Roll Call

Mayor Woods called the meeting to order at 7:33 pm. Roll was called by Clerk McGann.

Pledge of Allegiance

Mayor Woods led the Board and the audience in the Pledge of Allegiance.

Reports of Village Officers

Mayor

Mayor Woods read a proclamation designating the week of May 21st to 27th honoring Emergency Medical Services (EMS) providers who protect the residents of Park Forest twenty-four hours a day, seven days a week while they continue their education and training for all types of disasters and emergencies. Mayor Woods read a second proclamation naming National Public Works Week on May 21st to 27th. Their services are of vital importance to the quality of life and well-being to the people of Park Forest. Mayor Woods attended the 50th Anniversary of the South Suburban Special Recreation Association and commended Director Adams on the award he received. He also attended the Cop on the Roof Top fundraiser for Special Olympics and thanked all who contributed and participated. He noted there are two openings on EDAG with applications on the Village website. He announced that the South Suburban Airport Bill was passed by the Illinois Senate with Governor Pritzker taking the next step.

Village Attorney

No report

Village Manager

Manager Mick congratulated SSSRA on their 50th anniversary noting the need for recreation and opportunities for persons with disabilities or special needs was recognized in 1973 with Park Forest a charter member. The Memorial Day ceremony will take place Monday, May 29th at 11:00 AM. The Saturday Rules Meeting is open to the public and will be on June 3rd. Manager Mick noted that the board meetings will be on a summer schedule, with a rules meeting scheduled for the second Monday and a regular meeting to be scheduled on the third Monday in June, July, and August. Due to the commemoration of Juneteenth on June 19th, Village Hall will be closed and the Board Meeting will take place on Tuesday, June 20th.

Village Clerk

No report

Reports of Commission Liaisons and Committee Chairpersons

All the Trustees wished Trustee Moore a happy birthday.

Trustee Settles thanked the Police Department for their participation in the Cop on the Roof fundraiser for Special Olympics. The Veterans Commission essay winners will be announced on Memorial Day after the ceremony. She congratulated Director Adams for the award presented to him from South Suburban Special Recreation Association. Trustee Settles also congratulated all students who are graduating.

Trustee Graham reported that the Youth Commission and the Commission on Human Relations will jointly sponsor a Job Fair on Saturday, May 27. She said Happy EMS Week and also national Public Works Week.

Trustee Hardy proudly supported the Cop on the Roof Top and Special Olympics. She thanked the organizations that invite board members to their events as they can stay aware of the activities in the Village.

Trustee Slone stated that the Environment Commission will meet June 1. The Beautification Awards Committee will meet Tuesday, May 23. She, too, enjoyed the Cop on the Roof fundraising event.

Trustee White congratulated Director Adams on his SSSRA award noting the excellent job he does with the Recreation, Parks, and Community Health Department.

Trustee Moore congratulated Director Adams for his award and Chief Winfrey for the Special Olympics Fundraiser, Cop on the Roof. Trustee Moore reported on the first step toward the south suburban airport requesting credentials naming those who are qualified to bid. He encouraged Board members and staff to talk to state lawmakers showing their support for the airport. As May is Asian American and Pacific Islander Heritage Month, he noted two Park Forest legends, Harry Teshima and former Police Chief Bob Maeyama recognizing their contributions to Park Forest.

Citizens Comments, Observations, Petitions

None

Motion: Approval of Consent

Mayor Woods noted a change in the appointments:

Appoint Trustee Maya Hardy to the Planning & Zoning Commission and Park Forest Housing Authority.

Appoint Trustee John Moore as Trustee Liaison to the Recreation and Parks Advisory Board and Library Board.

CONSENT:

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

1. MOVED, that the Mayor and Board of Trustees approve the minutes of the Special Rules meeting of April 17, 2023 Special Rules meeting, the Regular meeting of April 17, 2023, the Saturday Rules meeting of May 6, 2023, the Special Rules meeting of May 10, 2023.

MOVED, that the Mayor and Board of Trustees appoint Trustee Theresa Settles as Chair of Board Committee A and as a member of Board Committee B.

MOVED, that the Mayor and Board of Trustees appoint Trustee Maya Hardy as Chair of Board Committee B and as a member of Board Committee A.

MOVED, that the Mayor and Board of Trustees appoint Trustee Erin I. Slone as Chair of Board Committee C and as a member of Board Committee A.

MOVED, that the Mayor and Board of Trustees appoint Trustee Tiffani Graham as a member of Board Committee B and C.

MOVED, that the Mayor and Board of Trustees appoint Randall White as a member of Board Committee B and C.

MOVED, that the Mayor and Board of Trustees appoint Trustee John V. Moore as a member of Committee A and C.

MOVED, that the Mayor and Board of Trustees appoint Trustee Theresa Settles as Trustee Liaison to the Veterans Commission and the Senior Citizens Advisory Commission.

MOVED, that the Mayor and Board of Trustees appoint Trustee Tiffani Graham as Trustee Liaison to the Human Relations Commission and the Youth Commission.

MOVED, that the Mayor and Board of Trustees appoint Trustee Maya Hardy as Trustee Liaison to the Recreation and Parks Advisory Board and Library Board.

MOVED, that the Mayor and Board of Trustees appoint Trustee Erin I. Slone as Trustee Liaison to the Economic Development Advisory Group and the Environment Commission.

MOVED, that the Mayor and Board of Trustees appoint Randall White to the Beautification Awards Committee and the Police and Fire Advisory Council.

MOVED, that the Mayor and Board of Trustees appoint John V. Moore to the Planning & Zoning Commission and Park Forest Housing Authority.

Approval of the consent agenda was moved by Trustee Settles and seconded by Trustee Graham Mayor Woods asked if anyone wished any items be removed from the consent agenda for further discussion. Hearing none, a voice vote was called by Mayor Woods on the motion to approve the consent agenda. The consent agenda was approved with the following results:

Ayes: 7
Nays: 0
Absent: 0

The consent agenda was adopted with seven (7) ayes, no (0) nays and no (0) absent.

DEBATABLE:

2. Ordinance: An Ordinance Adopting the DownTown Master Plan of the Official Comprehensive Plan and Amending Chapter 78 (“Planning”), Article III (“Official Plan”), Section 78-62 (“Created and Adopted”) of the Code of Ordinances of the Village of Park Forest, Cook and Will Counties, Illinois (First Reading)

This item has had first reading and will be on the agenda for action at the next regular meeting.

3. Ordinance: An Ordinance Authorizing the Sale of Real Estate Commonly known as 76 Winslow Street in the Village of Park Forest, Cook and Will Counties, Illinois (First Reading)

This item has had first reading and will be on the agenda for action at the next regular meeting.

Adjournment

There being no further business, Mayor Woods called for a motion to adjourn. Motion was made by Trustee Slone, seconded by Trustee Moore and passed unanimously by voice vote.

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

Ayes: 7
Nays: 0
Absent: 0

Mayor Woods adjourned the Regular Meeting at 7:58 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk