

*MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 15, 2024*

VILLAGE HALL

APRIL 15, 2024

7:30 PM

Mayor Nelson called the meeting to order at 7:32 pm.

Village Clerk LoGalbo took roll.

PRESENT: Mayor Nelson, Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, Mustafa

ALSO PRESENT: Village Manager Bridget Wachtel; Assistant Village Manager Jonathan Bogue; Acting Chief of Police Keith Taylor; Police Commander Tim Filkins; Fire Chief Robert Kopec; Director of Public Works John Brunke; Assistant Public Works Director Milovanovic; Director of Building & Zoning Scott Bugner; Assistant Finance Director Malea Stubitsch; Community Engagement Manager Stephanie Wright; Assistant to the Village Manager/ Communications Manager Nicole Castagna; Acting Village Attorney Megan Lamb; 75 community members, media, and 35 others by zoom.

Mayor Nelson called the meeting to order. Mayor Nelson reminded everyone that the Village Board meeting was being streamed via Zoom for the convenience of those unable to attend the meeting in person. She noted that public comment on agenda and non-agenda items would be welcome at the beginning of the meeting agenda, and that public commenters who signed up to speak would be called from the list they signed in on. She asked that speakers observe the Village's public comment policy of introducing themselves, acting with decorum, addressing their comments to the public body and not a member of staff, and limiting their comments to five minutes per person for a maximum of thirty minutes of public comment time.

Mayor Nelson stated that although the meeting was being held in public, it was not a public forum. As a public body, the Board does not discuss personnel issues in public and the Board cannot comment on pending litigation based on the advice of counsel.

Citizens Present Wishing to Address the Board:

Citizens Present Wishing to Address the Board on an Agenda Item & Non-Agenda Item

(It should be noted that in reporting these comments, the Village has not researched the accuracy of any comments.):

Flossmoor resident Dolores Nobles-Knight's comments, in summary, were regarding the dangers that children from the elementary school will face due to being near the proposed Heather Hill retention pond. She supports downtown businesses but moved to Flossmoor because of the education system. She supports efforts to help downtown businesses with their flooding issues. However, Flossmoor businesses leave because of other issues such as parking, taxes, and due to lack of foot traffic. She requested the board to consider the Heather Hill residents' perspectives before a tragedy occurred.

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APRIL 15, 2024

7:30 PM

Flossmoor resident Nathan Legardy's comments, in summary, were regarding the lack of transparency in the firing of the former Chief of Police, Jerel Jones, the lack of accountability for the Village Manager and the request for annual evaluations/reviews of the Village Manager to ensure good governance and public trust.

Flossmoor resident Kelli Davenport's comments, on behalf of resident Patrick Keating, in summary, were regarding the Heather Hill detention basin. She provided information on the flooding that happened in Flossmoor in 2019, other flooding issues, different options as opposed to the detention basin, the costs associated with preventing flooding, traffic and pollution concerns, and the prioritization of downtown businesses instead of resident homeowners. She asked the Village to pause and reflect on this decision.

Flossmoor resident David Linnear's comments, in summary, were regarding the Mayor and Village Board reconsidering the Heather Hill detention basin. He provided information on other schools' retention ponds, the costs of underground storage units, and another municipality's local storage water drainage project. He requested the Village Board listen to the residents who do not support the project.

Flossmoor resident Kevin Dorsey's comments, in summary, were regarding the firing of the former Chief of Police, Jerel Jones, requesting a two-way dialogue meeting with the Mayor, Village Board and residents, and asking questions on the hiring process for a new Police Chief.

Flossmoor homeowner (non-resident) Mark Wallace's comments, in summary, were regarding the termination of the former Chief of Police Jerel Jones, specifically the racial insensitivity from the Village Administration, requesting to have discussions about race, and the division among the Village Board on the decision to terminate the former Chief of Police.

Flossmoor resident Jean Spain's comments, in summary, were regarding the building of the proposed Heather Hill retention pond, specifically on the letter the Village sent out to residents regarding the building of the retention basin, questions on the purchase of the land, and a lack of transparency on the matter.

Flossmoor resident Barbara Karstrom's comments, in summary, were regarding the building of the proposed Heather Hill retention pond, specifically on the lack of communication, lack of discussions on the matter, how elected officials do not care about Heather Hill's residents' concerns and asking the Village to pause and to revisit alternative solutions or other retention areas in Heather Hill.

Flossmoor resident Andrea Perry's comments, in summary, were regarding racial tensions faced by Black people in society, commending Trustee Mustafa, and her newfound civic engagement.

Flossmoor resident Kathy Mitchell Woodson's comments, in summary, were regarding a party house in her neighborhood, which has had parties every weekend for the last two years, noise complaints after midnight, parking issues, non-residents coming to Flossmoor to the parties and asking how this matter can be resolved.

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VILLAGE HALL

APRIL 15, 2024

7:30 PM

Mayor Nelson instructed Ms. Woodson to give her contact information to Acting Chief of Police Keith Taylor to follow up.

Flossmoor resident Frank Arceneaux's comments, in summary, were regarding the firing of the former Chief of Police Jerel Jones, specifically the lack of transparency, lack of information made available to residents and trustees, how the matter was handled and is seeking more information, transparency, honesty and clarity.

Mayor Nelson addressed that all trustees were present for meetings on the six-month and nine-month reviews for the former Chief of Police.

Flossmoor resident Nancy Rice's comments, in summary, were regarding the building of the proposed Heather Hill retention pond, specifically her and the neighbors on her block's opposition to the retention pond, the dangers that children or other people will face, such as losing their lives. She suggested instead an underground retention pond. She also discussed sewer and water issues she has experienced in her home.

Flossmoor resident Gregory Mitchell's comments, in summary, were regarding the next steps for Flossmoor as a community, trustees' discord, Mr. Scott's apology for his previous behavior towards the Village Board, the division this has caused between the community, the care that the residents, Village Board and Village Manager have toward the community, and how can this matter be repaired so everyone can work together in the community.

Mayor Nelson stated she appreciated Mr. Mitchell's comment that everyone deeply cares about the Village of Flossmoor and thanked him for his service to the Village.

Flossmoor resident Marchelle Goen's comments, in summary, were regarding the lack of communication from the Village, asking that decisions not be rushed, and requested better communication from the Village.

Recognitions and Appointments:

Acting Police Chief Keith Taylor introduced Police Officer Nicholas Mayden, who was recently hired to serve on the Flossmoor Police Department. Police Officer Mayden was sworn into office by Village Clerk Gina A. LoGalbo. No vote was required.

A Public Hearing on the Adoption of the Fiscal Year 2024-2025 Budget

Mayor Nelson opened the Public Hearing on the Adoption of the Fiscal Year 2024-2025 Budget at 8:41 pm. There was no public comment on the Fiscal Year 2024-2025 budget.

Mayor Nelson closed the Public Hearing on the Adoption of the Fiscal Year 2024-2025 Budget at 8:41 pm.

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VILLAGE HALL

APRIL 15, 2024

7:30 PM

Action Items:

Mayor Nelson referred to Agenda Item #2 – Consideration of the Adoption of the Fiscal Year 2024-2025 Budget. Mayor Nelson called for a motion to adopt the Fiscal Year 2024-2025 Budget. Trustee Daggett so moved, seconded by Trustee Mustafa.

Village Manager Bridget Wachtel explained that the current meeting was the last one regarding the discussion and adoption of the Fiscal Year 2025 Budget. Wachtel outlined what the Board would be approving in the final budget.

Mayor Nelson noted the over 4 million in grant funding that the Village has acquired this year and thanked the Department Directors and Village Manager Bridget Wachtel for their hard work. Mayor Nelson asked the Board if they had any questions.

Trustee Driscoll noted it was an excellent presentation and asked Village Manager Bridget Wachtel to continue looking for any cost savings.

Trustee Lofton thanked Village Manager Bridget Wachtel for putting the budget together. He congratulated the Village on the grants we have received. Trustee Lofton had questions on whether the grants had time-limits on when they could be spent.

Village Manager Bridget Wachtel responded that there are time limits for using the grants.

Public Works Director John Brunke noted that depending on the grant, some grant's time limits could be extended and others could not.

Trustee Mitros noted the significance of the over 4 million in grant funding the Village has acquired. He applauds staff for the monies acquired.

Trustee Mustafa echoed everyone's commendations on the budget. She asked questions about the remaining balance of the 10 million General Obligation Bond from November 2020.

Public Works Director John Brunke noted the projects in which monies were used from the General Obligation Bond, such as the Brumley Road Project and the Engineering for the Viaduct Project. The remaining balance is plus or minus 5 million.

Trustee Mustafa asked if there was any negative impact since the money had not been spent.

Public Works Director John Brunke noted he does not know the Bond Fund laws, but he noted there is a time frame in which the Village has to spend 85% of the bond.

Village Manager Bridget Wachtel noted if Phase II of the Viaduct Project moves forward in FY25 along with finishing the Brumley Road Project, then the bond fund would be spent down to under 1 million and satisfy the 85% threshold that needs to be spent.

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VILLAGE HALL

APRIL 15, 2024

7:30 PM

Public Works Director John Brunke noted if the threshold is not met, then there could be arbitrage calculations that would come into play. Finance Director Ann Novoa will find this information and provide it.

Trustee Mustafa asked if the Operating Deficit in FY24 would be \$504,491 and in FY25 the Budgeted amount would be \$1,079,208.

Village Manager Bridget Wachtel noted that the exact number depends on the FY24 audit and how we finish the year.

Trustee Mustafa asked about the Water/Sewer Fund budgeting and operating total surplus of \$501,287 for FY25. What is the surplus intended for?

Village Manager Wachtel commented there is no intended use this year; we should let the fund grow because it should be a self-sustaining fund.

Trustee Mustafa asked about the number of sidewalk squares that will be replaced. She suggested Public Works Director John Brunke count all sidewalk squares from all his projects, not just from the sidewalk repair program, which is what he currently does.

Trustee Bradley-Scott thanked staff for explaining and helping the Board understand the budget. She asked about the Village's Reserves and the amount the Village has in Reserves. Additionally, are we close to touching the Reserves and what is the threshold in which we may need to look at the Reserves.

Village Manager Bridget Wachtel noted that Reserves are 33% of our operating expenditures from the previous Fiscal Year, which is 3.6 million. Then, we finance our Capital Program with cash on hand. We set aside fund balance to help support the projects, if they are not being paid for with bond monies or low interest IEPA loans, or other types of funding sources. The Village tries to do the most with cash on hand. She notes that around FY28, the reserve level will become threatened if the Village does not correct its revenue and expense imbalance.

Trustee Bradley-Scott asked for funding information on any grants that need to be spent before they expire.

Village Manager Bridget Wachtel noted that the 4 State DCEO Grants will need to be rolled over in the State's appropriations bill for their new budget year.

Public Works Director John Brunke noted we have paperwork completed for 3 of the 4 grants.

Trustee Bradley Scott asked about the Central Business District Roadway, Pedestrian and Streetscape Improvements. Village Manager Wachtel explained that the Village is receiving a State IDOT Grant to support the construction of the project. Further, Phase II Engineering will occur this summer. We will plan open houses to share the project with the community. The project will be included in the IDOT bid this winter, with construction planned for April 2025.

*MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
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VILLAGE HALL

APRIL 15, 2024

7:30 PM

Public Works Director John Brunke noted we have the Invest in Cook Grants for Phase I Engineering, and we were awarded another Invest in Cook Grant for the Phase II Engineering. We are waiting to begin that work in May 2024.

Trustee Bradley-Scott asked if we have spent any of our money.

Public Works Director John Brunke noted that we spent the grant money first and have not touched any money that we have budgeted for the project.

Trustee Daggett asked for periodic updates on the various grants that the Village receives and when they are anticipated to expire. Public Works Director John Brunke said he maintains a spreadsheet, which has been shared with the Board previously. He can add information on anticipated grant expirations, and we can recirculate the document.

Wachtel thanked all the staff who worked very hard to prepare this year's budget.

Mayor Nelson also thanked the finance team and the Department Directors.

The Board thanked the Finance Department staff, and Department Directors for all of their work on preparing the budget and making the programs and budgets clear for the Board.

Mayor Nelson called for a vote to adopt the Fiscal Year 2024-2025 Budget. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Mayor Nelson referred to Agenda Item #3 – Consideration of an Ordinance Requesting Conveyance of Real Estate Commonly Known as 1439 Lawrence Crescent from the Homewood Flossmoor Park District to the Village of Flossmoor, Cook County, Illinois. Mayor Nelson called for a motion to adopt the ordinance as presented. Trustee Mitros so moved, seconded by Trustee Driscoll.

Mayor Nelson introduced the item by commenting that the Heather Hill neighborhood and the Flossmoor Road viaduct are part of the same basin. She commented that there have been only two projects implemented in forty years despite all the flooding.

Public Works Director John Brunke introduced the agenda item for consideration. The first part of Phase 2 of the overall project includes the construction of a detention basin behind the Heather Hill Elementary School. This basin is very important because it will store rainwater from the Viaduct and the Berry Lane area during heavier storm events. On Monday, April 8, the Flossmoor School District 161 Board of Education approved the easement for the proposed detention basin behind the Heather Hill Elementary School. The next step in this phase of the project is to move ahead with the purchase of the Homewood

MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 15, 2024

VILLAGE HALL

APRIL 15, 2024

7:30 PM

Flossmoor Park District tennis courts parcel located just north of the Heather Hill Elementary School, commonly known as 1439 Lawrence Crescent. In July of 2023, the Village had an appraisal completed for the parcel, which is attached for your reference. The total value of the parcel with the tennis courts is \$425,000. Mr. Brunke further commented that \$75,000 of the purchase cost is attributable to the land. The Village is compensating the HF Park District for the value of the tennis courts so that they can be rebuilt in Highland Park. The Village presented this value to the HF Park District for consideration, and they agreed to sell the property to the Village for the proposed detention basin project. The HF Park District further committed to relocating the tennis courts to Highland Park in the southern end of the Heather Hill neighborhood. The Village Attorney has prepared the attached ordinance and real estate purchase and sale agreement. The agreement has also been reviewed by the HF Park District Attorney. Also attached for reference is the plat of survey for the parcel. With the above information in mind, Staff is recommending that the Mayor and Board of Trustees approve the purchase of this parcel in the amount of \$425,000 for the Flossmoor Road Viaduct Drainage Improvements Project. The funding for the land acquisition for the basin will be accounted for in the 2021 Streets and Storm Sewer Improvement Fund.

Mayor Nelson commented that a basin at Heather Hill has been considered a number of times over the years, and she cited several studies going back to 1985. This project has not been able to be accomplished until now because of a lack of funds, which we now have. She further commented on how working with impacted stakeholders is crucial to the success of a project. She addressed specific concerns raised this evening. First, the north edge of the basin was originally 30 feet from the playground and has been adjusted to now be 50 feet from the playground (about the width of the Board Room.). There are several existing detention basins in Flossmoor near playgrounds, schools and residences. Residents were also about aesthetics. The field is marshy, ridden with spiders, according to the Superintendent, and is not used for play. Native plantings will add color and interest all year round and will look similar to the basin north of HF High School. Mayor Nelson clarified that a dry bottom basin means that most of the time, there will be no water in the basin. In the more frequent two to ten-year events, of which we have had 12 in the past 4.5 years, there will be water in the basin, which will drain in nine hours or less. Cost is also a consideration. Mayor Nelson highlighted alternatives that were considered, including the additional costs of those alternatives. In her opinion, choosing a more expensive project that does not provide additional protection is not respectful of taxpayers. This project has accumulated a significant amount of funding and has been reviewed by FEMA, MWRD, DCEO, ACOE, and IDNR, and thanks to Congresswoman Kelly, Senator Durbin, Senators Harris, and Joyce, and Representative Davis; the Village has accumulated \$4 million in funding. Mayor Nelson referenced Representative Davis' letter advising that delaying the mitigation path could risk an increase in further damage to property which could result in increased costs to the Village through the form of increased taxes. He further stated that if the community does not feel that these issues are addressed, residents may move, thereby further hurting the community. Mayor Nelson also referenced that 10 year design standard. Of course, we would like further protection, but we are a heavily built community and do not have available property, nor can we afford underground detention. Alternatively, we cannot just convey this quantity of water downstream to the creek without storage. It is not being a good neighbor. Mayor Nelson further commented on how this phase, Phase 2 of the Flossmoor Road Viaduct Improvements, will further protect the Berry Lane area as well as the business community. Mayor Nelson referenced the online petition that gathered 300 signatures, 65% of those signatures covered from Frankfort to Munster, Indiana. The remaining signatures came from outside of that area.

MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 15, 2024

VILLAGE HALL

APRIL 15, 2024

7:30 PM

Trustee Daggett asked questions about the rebuild of the tennis courts. Public Works Director Brunke commented that the Park District has received cost estimates on the rebuilding of the tennis courts and has committed to rebuilding them this next year. Trustee Daggett further asked about the timing of the construction. Public Works Director Brunke responded that our schedule is very aggressive. The basin will start after school is let out, with substantial completion by August 15 when school begins. He further commented that we will probably have some additional ground restoration to complete after August 15 when weather conditions are more conducive. The storm sewer work in Phase 3 would be done over the winter into next spring, with complete restoration in the fall of 2025. Trustee Daggett asked for clarification on the storm sewer route, which John reviewed. Trustee Daggett asked about the conveyance route for the Berry Lane area storm sewer. Public Works Director Brunke clarified that the Berry Lane storm sewer conveys to Maryland and Sterling, where it drops to an existing sewer that runs east of the homes on Lawrence, runs south and connects to the sewer behind Heather Hill school, where the water can convey under the tracks to First Private to the creek at Brookwood and Butterfield Road. After some additional discussion, the Public Works Director clarified that the Village does not have combined sewers, but we do have problems with inflow and infiltration.

Trustee Driscoll commented that the Village has wrestled with this problem for a long time. Flooding in Heather Hill and in the downtown has been two of our worst problems. Trustee Driscoll commented that the other basins in town are open and in fact, Leavitt Park even has a baseball field in it. When it's flooded, people stay out of it. In this case, children will not be able to gain access to the Heather Hill basin because it will have a fence. There are many positive aspects of this project.

Trustee Lofton commented that we have to fix the flooding. He appreciates hearing from the residents in Heather Hill. He understands the safety, aesthetics and concerns over potential property value. He questioned whether the new site for the tennis courts was one of the locations we considered. Public Works Director Brunke commented that area is not an option. Trustee Lofton also questioned the location at Flossmoor Golf Club and commented that we cannot force their participation.

Trustee Mitros commented that the Village has been mitigating stormwater for years and remembers the Village dealing with it when he grew up in Heather Hill. He understands that this option may not be the one that everyone wants, but it's a good solution.

Trustee Mustafa commented that she lives on Berry and had no idea of the flooding that the neighborhood endured. She recounted Mayor Braun visiting the area in the 2019 flood. She apologized for not understanding the scope, impact, and details of this project when she joined the Board. She admitted she didn't understand this project. Digging in our heels does not serve our children. It's her opinion that the school should have never been an option, no matter what it cost. The Board should have identified another way, no matter the cost. Trustee Mustafa commented that she listened to the school board meeting on April 8 and the list of schools that Mayor Nelson referenced at the school board meeting. She corrected and criticized Mayor Nelson for citing York Center school in Lombard which the basin is about five minutes from the school and in her opinion, should not be used as a comparable to the Heather Hill basin. She

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THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 15, 2024*

VILLAGE HALL

APRIL 15, 2024

7:30 PM

cannot reconcile that after all this time spent on this project, we are at a school, and she thinks we need to reimagine our solution.

Mayor Nelson referenced an email in June 2023 in which Trustee Mustafa expressed support for the project and its location, noting the terrible flooding that residents suffer and the businesses we have lost.

Trustee Bradley Scott commented on the length of time the Village has spent on this project. She has spent time touring the sites with Public Works Director Brunke to better understand this project. She has also fielded a lot of feedback from Heather Hill residents. Since 2021, Trustee Bradley Scott expressed concern about how the Village would communicate this project to the Heather Hill community because she had heard concern from neighbors and it is only growing. She further commented on the clerical error on the notice of the open house, which did not help this situation and further upset residents. The Village did not want to engage residents before more of the engineering was done, but in her opinion, residents wanted to be invited to the table early on. At the March 6, 2023 Village Board meeting, the Village Board discussed the alternatives. At the August 7, 2023 Village Board meeting, the scope of engineering services included meetings with school and park district. Trustee Bradley Scott questioned whether we've had all the meetings outlined in the scope of engineering services. Further, we titled the project the Flossmoor Road Viaduct Project, and there is no reference to Heather Hill, which does not help with transparency to the public. She further reviewed all the dates the project was discussed and the times at which the Village communicated project updates through its various platforms. She thinks we need to be communicating in a way that residents feel heard and valued. Trustee Bradley Scott does not support moving forward with this purchase and the detention plan. She further questioned the price of the tennis courts and didn't think we had spoken about the price before. Attorney Megan Lamb clarified that the price is the appraised value and since we are dealing with another unit of government, we want to deal with them fairly.

Mayor Nelson commented that we strive for open communication. We've had over a dozen public meetings on this topic and Baxter and Woodman has attended most. It is unfortunate that we had a clerical error with the open house notice to residents, but staff was prepared on both dates to address the public with any questions on this project. Residents did show up on the wrong date and we were still able to talk with them about the project. We also held a special two-hour meeting with the Heather Hill PTO. Mayor Nelson cited all the ways that we communicated this project to the public.

Mayor Nelson called for a vote to approve the ordinance as presented. Motion passed by a roll call vote.

AYES: Trustee Daggett, Driscoll, Mitros, and Mayor Nelson.

ABSENT: None

ABSTAIN: None

NAYS: Trustees Bradley-Scott, Lofton and Mustafa

Mayor Nelson referred to the Consent Agenda (which encompassed Agenda Items 4-15):

4. Approval of the Minutes of the Regular Meeting Held on April 1, 2024

5. Approval of the Minutes of the Special Meeting Held on April 9, 2024

6. Presentation of Bills for Approval and Payment as Approved by the Finance Committee (April 15, 2024)

7. Consideration of a Contract Extension with Smitty's Tree Service for the FY25 Parkway Tree Services

*MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 15, 2024*

VILLAGE HALL

APRIL 15, 2024

7:30 PM

- 8. Consideration of a Contract Extension with Allscape, Inc. for Landscape Maintenance Services for Fiscal Year 2025*
- 9. Consideration of a Contract Extension with Country Club Cleaning, Inc. for the FY25 Janitorial Services*
- 10. Consideration of an award of a Contract for the FY24 Village Hall Flooring Replacement Project*
- 11. Consideration of a Resolution for Fiscal Year 2025 IDOT Motor Fuel Tax Maintenance*
- 12. Consideration of a Resolution Endorsing the Mayor's Monarch Pledge*
- 13. Consideration of a Resolution of the Village of Flossmoor, Cook County, Illinois, Approving an Agreement with the Retail Coach*
- 14. Consideration of an Ordinance of the Village of Flossmoor, Cook County, Illinois, Amending Chapter 150, Article 9 of the Village of Flossmoor Municipal Code*
- 15. Consideration of a Resolution Authorizing the Village of Flossmoor to Participate in the Cook County No Cash Bid Program (1835 Dixie Highway)*

Mayor Nelson called for a motion to approve the Consent Agenda as presented. Trustee Mitros so moved, seconded by Trustee Driscoll.

Trustee Mustafa requested that items #7, #8, and #9 be pulled off of the Consent Agenda.

Trustee Lofton requested that item #10 be pulled off of the Consent Agenda.

Mayor Nelson called for a motion to approve items #4-#6 and #11-#15 of the Consent Agenda. Trustee Mitros so moved, seconded by Trustee Driscoll.

Mayor Nelson called for a vote to approve Consent Agenda items #4-#6 and #11-#15. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Mayor Nelson referred to Agenda Item #7 – Consideration of a Contract Extension with Smitty's Tree Service for the FY25 Parkway Tree Services Mayor Nelson called for a motion to extend the Village's contract with Smitty's Tree Service for the FY24-25 fiscal year. Trustee Mitros so moved, seconded by Trustee Mustafa.

Assistant Public Works Director Dan Milovanovic introduced the item. Included in the proposed FY25 Budget is \$152,000 for parkway tree services. Services included in this contract are for the removal of dead, diseased, and dangerous trees, stump grinding, tree trimming, and emergency work. Out of this budgeted amount, \$52,000 is allocated for rotational tree trimming in our neighborhoods. This year, the tree trimming will take place in the Old Flossmoor neighborhood. The Village's parkway tree service contract was originally bid on Wednesday, April 6, 2022. Smitty's Tree Service of Alsip, Illinois, was the low bidder, with a total bid amount of \$165,630.00. The quantities listed in the contract documents are only estimates for the purpose of securing unit prices. Actual program expenditures are limited to the budgeted

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THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 15, 2024

VILLAGE HALL

APRIL 15, 2024

7:30 PM

amount of \$152,000. This contract contains a provision that the contract can be extended for up to three years after the first year, with the approval of both parties. We have spoken with the contractor, Smitty's Tree Service, and they are willing to hold their unit pricing again and extend the contract for the FY25 program. If approved, this will be the second extension of this contract. For reference, the following were the bid results from the April 25, 2022 bid opening. Fourteen sets of bid documents were sent to selected contractors, an advertisement was placed in a local newspaper, and the bid documents were posted on PublicNoticeIllinois.com, which led to the receipt of three formal bids. This contract increased from \$145,550 in FY22 to \$165,630 in FY23. While still in an inflationary environment, staff believes a renewal for FY25 is the financially prudent decision. With the above discussion in mind, Public Works staff is requesting that the Mayor and Village Board of Trustees waive the competitive bidding process, which requires approval by more than a simple majority, and authorize the Village Manager to sign an extension agreement with Smitty's Tree Service of Alsip, Illinois, for the FY25 Parkway Tree Services Contract, and approve expenditures up to the budgeted amount of \$152,000.00.

Trustee Mustafa asked for clarification between the bid and the budgeted amount. She complimented Smitty's work. Assistant Director Milovanovic clarified that the bid is based on the unit prices, and the Village will not spend more than what was budgeted. The bid document uses quantities and types of trees for the contractors to estimate their unit price. He further clarified the extension process, which is a yearly decision that lasts for three years. It is a mutual decision whether the contractor wants to hold their unit prices and whether the Village wants to continue with the contractor or go out to bid.

Trustee Bradley Scott asked about street accessibility and traffic control during their during the contractor's work. Assistant Director Milovanovic said this is the responsibility of the contractor and its listed in the bid specifications. He is aware of an instance when they started work around a school during pick up or drop off, and Public Works was able to redirect their work elsewhere to avoid the traffic problems. Smitty's was very responsive to the need to adjust.

Mayor Nelson called for a vote to approve a contract extension with Smitty's for the 2024-2025 fiscal year.
Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Mayor Nelson referred to Agenda Item #8 – Consideration of a Contract Extension with Allscape, Inc. for Landscape Maintenance Services for Fiscal Year 2025. Mayor Nelson called for a motion to extend the Village's contract with Allscape, Inc for Landscape Maintenance Services for the FY24-25 fiscal year. Trustee Mitros so moved, seconded by Trustee Bradley Scott.

Assistant Public Works Director Dan Milovanovic who introduced the item. Included in the proposed FY25 budget is \$50,000 for contract landscape maintenance. The contract landscape maintenance program includes the maintenance of 43 locations which include 7.4 acres of turf, 339 ornamental and shade trees and 1,732 shrubs of varying sizes in planting beds. Expectations for the level of a contractor's performance

MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 15, 2024

VILLAGE HALL

APRIL 15, 2024

7:30 PM

for these services are extremely high because of our desire to achieve and maintain a well-manicured look throughout the Village. The ability to adjust services and tasks and address individual problems without affecting the cost is paramount due to rapidly changing turf conditions caused by variations in the weather. Also, the State's requirement for chemical application licensing and annual training, along with the need for the proper equipment for large-area treatment, make the selection of a contractor challenging. Services included in the contract landscape maintenance program are weed control, pest control, fertilizing, core aeration, aggressive clean up, trimming of shrubs, mechanical edging, and maintenance for the Flossmoor Garden and Sculpture Walk (Leavitt Park), and weekly grass mowing services. Also, included in this contract is monthly right-of-way mowing and weedy lot mowing (6 mowing events estimated). The Village's landscape maintenance contract was originally bid on Wednesday, April 25, 2022, and Allscape, Inc. of Romeoville, Illinois was the low bidder with a total bid amount of \$41,390.00. The quantities listed in the bid documents are only estimates for the purpose of securing unit prices. Actual program expenditures are limited to the budgeted amount of \$50,000. The contract contains a provision that allows for the contract to be extended for up to three years after the first year, with the approval of both parties. We have spoken with the contractor, Allscape Inc., and they are willing to hold their unit pricing and extend the contract for the FY25 program. If approved, this will be the second extension of this contract. For reference, the following were the bid results from the April 25, 2022 bid opening. Eleven sets of bid documents were sent to selected contractors, an advertisement was placed in a local newspaper, and the bid documents were posted on PublicNoticeIllinois.com, which led to the receipt of three formal bids. This contract increased from \$37,168 in FY22 to \$41,390 in FY23. In an inflationary market, staff thinks the renewal for FY25 is the financially prudent decision. With the above information in mind, Public Works staff is requesting that the Mayor and Village Board of Trustees waive the competitive bidding process, which requires approval by more than a simple majority, and authorize the Village Manager to sign an extension agreement with Allscape Inc. of Romeoville, Illinois for the FY25 Contract Landscape Maintenance Contract, and approve expenditures up to the budgeted amount of \$50,000.

Trustee Mustafa clarified that this is not a guarantee for three years. Assistant Public Works Milovanovic again clarified that this is a yearly decision by both parties. Trustee Mustafa then asked about the planting of flowers, and if that work is included in this contract. Milovanovic responded that the Public Works staff does most of that work in-house but this contract does help with weeding.

Mayor Nelson called for a vote to approve a contract extension with Allscape, Inc for the 2024-2025 fiscal year. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Mayor Nelson referred to Agenda Item #9 – Consideration of a Contract Extension with Country Club Cleaning, Inc. for the FY25 Janitorial Services. Mayor Nelson called for a motion to extend the Village's contract with Country Club Cleaning Services for janitorial services for the FY24-25 fiscal year. Trustee Mitros so moved, seconded by Trustee Bradley Scott.

*MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 15, 2024*

VILLAGE HALL

APRIL 15, 2024

7:30 PM

Mayor Nelson opened the discussion by asking for any questions.

Trustee Mustafa clarified that Assistant Public Works Director Milovanovic's responses on the previous two items satisfied her questions on this item.

Trustee Bradley Scott clarified that the Village has been using them since 2013 and yet we have not seen any increase. Assistant Public Works Director Milovanovic specified that while the Village has not experienced a price increase, we have added to the number of weekly cleanings and increased services in response to COVID. All of our cleaning services are budgeted at \$40,000.

Mayor Nelson called for a vote to approve a contract extension with Country Club Cleaning Inc. for the 2024-2025 fiscal year. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Mayor Nelson referred to Agenda Item #10 – Consideration of an award of a Contract for the FY24 Village Hall Flooring Replacement Project. Mayor Nelson called for a motion to enter into contract with NPN to replace the flooring in the Village Hall Complex in the amount of \$103,727.00. Trustee Mitros so moved, seconded by Trustee Bradley Scott.

Assistant Public Works Director Dan Milovanovic introduced the item. Included in the Fiscal Year 2024 approved budget is \$100,000 for the replacement of the carpet at Village Hall. This project was originally budgeted for Fiscal Year 2023 but was carried over to this year. The project involves replacing approximately 10,000 square feet of carpet in the Village Hall. The carpet has experienced a fair amount of damage over the years. It is worn in some high-traffic areas and fading due to age and exposure to sunlight. Public Works has had to spend an increased amount of time in recent years replacing and repairing defective carpet tiles. Vinyl flooring in these areas would be a more appropriate flooring option as it is better able to withstand high volumes of foot traffic and easier to clean. The flooring replacement project was bid on Wednesday, April 3, 2024. Thirteen sets of bid documents were sent to selected contractors, an advertisement was placed in a local newspaper, and the bid documents were posted on PublicNoticeIllinois.com. The advertisement led to the receipt of five formal bids, three of which were from minority businesses. The results were found to comply with the requirements of the bid documents and specifications. The bid documents called for the carpet to be removed and replaced with vinyl planks and the baseboard to be replaced with a vinyl base trim. For reference, the following were the bid results from the April 3rd bid opening. NPN Flooring of Brookfield, IL was the lowest responsible bidder. (As an aside, NPN Flooring, self-reported as an MBE in the Diverse Business Utilization Plan section of our bid documents but is not certified.) The total cost of \$103,727 is approximately \$3,727 over the approved budgeted amount. Even though this purchase will be over the budgeted amount, other expenditures in this budget line, such as the Server Room & Fire Dept HVAC System Replacement Project and the Fire Dept Bay Door Replacement Project, have come in under the budgeted amounts, which would offset the need for a budget amendment. NPN Flooring has municipal work experience. Public Works staff contacted their references, which include the Village of Sugar Grove and Elk Grove Village. The feedback that was

*MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 15, 2024*

VILLAGE HALL

APRIL 15, 2024

7:30 PM

provided was positive, with NPN Flooring being described as adaptable and productive. 10 Packet Pg. 76 With the above information in mind, Public Works staff recommends that the Mayor and Board of Trustees award a contract to NPN Flooring of Brookfield, IL in the amount of \$103,727.00 for the flooring replacement project.

Trustee Lofton complimented staff for including minority businesses in our bidding process. He was pleased to see a minority company win the bid but questioned what the Village could do to address the fact that they are not a certified company. Assistant Public Works Director Milovanovic reiterated the Village's commitment to diversity in the bidding process. Even though NPN Flooring is not a certified minority business, they are a family-owned Mexican American business. He further commented that the Village does not have any requirements but rather a goal to increase the diversity of our vendors. The Village is still obligated to follow State law and award the bid to the lowest responsible bidder. Assistant Public Works Director Milovanovic highlighted the Village's Diverse Bidder Utilization Plan, which is a part of our bid documents. Trustee Lofton emphasized the value of the certification process. Village Manager Wachtel added that the Village is obligated to choose the lowest responsible bidder and to make allowances outside of that State law, we would need to undertake a disparate impact assessment and meet the thresholds. Trustee Lofton cautioned that we need to be aware the companies pass as minority-owned when in fact, they are not, and the certification process is a way to ensure that the company is legitimately minority-owned.

Trustee Daggett questioned our verification process to ensure that a company is minority owned if they are self-reporting. He also asked for additional information on the disparate impact study. Assistant Public Works Director Milovanovic replied that PW uses the Cook County database to confirm certification if one exists. He also discussed the Village's work in 2020 with a consultant on the development of our Diverse Business Utilization Plan. Attorney Lamb also confirmed the Village's legal obligation to choose the lowest responsible bidder.

Mayor Nelson called for a vote to approve a contract to enter into contract with NPN to replace the flooring in the Village Hall Complex in the amount of \$103,727.00. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Reports of Committees, Commissions and Boards:

None.

Discussion Items:

None

*MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 15, 2024*

VILLAGE HALL

APRIL 15, 2024

7:30 PM

Other Business:

Mayor Nelson referenced the No Mow May initiative and sought the Board's feedback on whether to schedule it as an agenda item at the next meeting. Trustee Daggett had brought this idea forward. He commented that the ecological benefit would help pollinators for those lawns with dandelions. The Mayor commented on the need for signage so that the public would understand why the Village is not enforcing its ordinances. There was additional commentary on the fact that Homeowners Association rules would also apply. Additional discussion ensued regarding the administrative workload. The Board agreed to discuss the matter further on May 6.

Trustee Mustafa highlighted the letters of commendation for Police Officers Levy and Kimes.

Trustee Bradely Scott recognized the House of Goshen open house and the impressive scope of services they offer the public. The people and the environment is so welcoming. She welcomed them to Flossmoor.

Trustee Daggett echoed Trustee Bradely Scott's comments. He was also very impressed and he is pleased that we have this service in Flossmoor being provided by such caring individuals.

Trustee Lofton recognized the public in attendance. He noted that projects like the viaduct take a long time. He appreciates that the public is here and encourages them to attend when they first hear about a project.

Mayor Nelson welcomed the public to attend Flossmoor Baseball and Softball's Opening Day Parade this Saturday April 20 at 9:30 am.

Mayor Nelson referred to Agenda Item #16 – A Motion to go into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition and Litigation. Mayor Nelson called for a motion to go into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition and Litigation. Trustee Mitros so moved, seconded by Trustee Daggett and passed by a roll call vote. Acting Village Attorney Megan Lamb noted that the purpose of the Executive Session was to discuss employment matters.

<i>AYES:</i>	<i>Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, and Mustafa</i>
<i>ABSENT:</i>	<i>None</i>
<i>ABSTAIN:</i>	<i>None</i>
<i>NAYS:</i>	<i>None</i>

Mayor Nelson thanked everyone for attending the meeting this evening. She welcomed everyone to stay if they wish, but the Board will not be taking any action following the executive session.

The Board entered executive session at 10:37 p.m.

MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 15, 2024

VILLAGE HALL

APRIL 15, 2024

7:30 PM

The Board returned to open session at 11:49 p.m.

As there were no other items to discuss, Mayor Nelson called for a motion to adjourn the meeting. Trustee Driscoll so moved, seconded by Trustee Mitros and passed by a voice vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, and Mustafa.
ABSENT: None
ABSTAIN: None
NAYS: None

The Regular Meeting was adjourned at 11:49 p.m.

Respectfully Submitted,

Bridget A. Wachtel

Bridget A. Wachtel
Village Manager

Esperanza Castellanos

Esperanza Castellanos
Executive Assistant