

*MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON APRIL 4, 2022*

VILLAGE HALL / ZOOM MEETING

APRIL 4, 2022

7:30 pm

Mayor Nelson called the meeting to order at 7:36 pm.

Village Clerk Gina A. 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; Police Chief Tod Kamleiter; Assistant Fire Chief Matt Berk; Director of Public Works John Brunke; Finance Director Scott Bordui; Building & Zoning Administrator Scott Bugner; Communications Manager Amy Kent; Program & Events Coordinator Stephanie Wright; Village Attorney Kathi Orr; Village Clerk Gina A. LoGalbo; 22 residents

Mayor Nelson called the meeting to order. Mayor Nelson noted that the meeting was being held in person and via Zoom, which is permitted by Public Act 101-0640. Mayor Nelson noted that the public was invited to monitor the meeting via Zoom or attend the meeting in person. She noted that per CDC guidelines, masks were no longer required. However, residents should feel free to wear a mask based on their own personal preference. Public participation would be permitted only in person during the citizen comment portion of the agenda, and citizens could submit comments via email at info@flossmoor.org to share with the Village Board.

Citizens Present Wishing to Address the Board:

Mayor Nelson asked if there were citizens wishing to address the Board on a non-agenda item.

Jennifer Curtis, a Flossmoor resident, stated that she wanted to address some of the Trustees' concerns at the last Village Board meeting in regards to above-ground pools. She stated that the current petition in favor of changing Flossmoor's ordinance regarding above-ground pools is currently at 168 signatures. She stated that with the Village's push to recruit families into Flossmoor, changing the ordinance would help attract those families. Mrs. Curtis addressed some of the Trustees concerns, such as how to fill up the above-ground pools with water, certified pool operator certification, and pool-related education. She reached out to a pool professional, Stephen Grove, the manager of the Great Escape in Tinley Park. He said that he would be willing to attend a Village Board meeting and answer questions from the Board. Mrs. Curtis also contacted the Homewood inspector's office and spoke with Darlene Leonard, the Building Department secretary. Mrs. Curtis stated that Ms. Leonard informed her that there are two (2) full-time code enforcers who handle both pool-issue enforcement and all other enforcement issues for Homewood and that they are able to successfully handle the workload.

Jalussee Miller, a Flossmoor resident, stated that she wanted to add to Mrs. Curtis' presentation and stated that in regards to diversity and inclusivity, above ground pools should be considered beyond just race and ways of living. For instance, people who have particular dress requirements in accordance with their religion and cannot use public pools should be considered. Also, inclusivity for people who are neuro-

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divergent and have a hard time in busy spaces and noises, should be considered. She requested that the Board and Village residents consider those aspects of diversity and inclusivity.

Mayor Nelson asked if there were citizens wishing to address the Board on an agenda item. No citizens wished to address the Board on an agenda item.

No emails were submitted to info@flossmoor.org for presentation to the Board.

Mayor Nelson referred to Agenda Item #1 – A Proclamation Declaring the Second Saturday in April as New Resident Day. Mayor Nelson read a Proclamation Declaring the Second Saturday in April as New Resident Day. Mayor Nelson introduced Lori & Marcellus Marsh and Mauricio Avila & Rachel Fox as new residents to accept the Proclamation. Mayor Nelson stated that a New Resident Event was being held on April 9, 2022 to welcome new residents to Flossmoor. No vote was required.

Mayor Nelson referred to Agenda Item #2 – Consideration of an Appointment to the Zoning Board of Appeals. Mayor Nelson called for a motion for Consideration of an Appointment of Ben Herman to the Zoning Board of Appeals. Trustee Mitros so moved, seconded by Trustee Lofton. Mayor Nelson stated that Mr. Herman is an eighteen (18) year resident of Flossmoor, served for twenty (20) years on the School District Board of Maine Township, High School District 207, served as president of three (3) property owners associations, and has forty (40) years of experience as a real estate broker, investor, and rehabber of self-owned properties, including working with the building and zoning departments of several communities. Mr. Herman has a Bachelor's degree in physics from Northwestern University and a Master of Science degree in electrical engineering from IIT. He has work experience as an Electronic Engineer and Program Manager for Motorola, as a Real Estate Broker, Grub & Ellis, RE/Max Suburban and The Herman Group.

Mayor Nelson called for a vote on the motion as presented. 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 the Consent Agenda (which encompassed Agenda Items 3-7):

- 3. Approval of the Minutes of the Regular Meeting Held on March 21, 2022.*
- 4. Presentation of Bills for Approval and Payment as Approved by the Finance Committee (April 4, 2022)*
- 5. Consideration of an Ordinance Granting a Variation from the Requirements of Section 285-21-1 D. (3) and Section 285-23-3 K. (1) (a) of the Flossmoor Zoning Ordinance – (637 Dundee Avenue)*

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6. Consideration of an Ordinance Granting a Variation from the Requirements of Section 285-23-3 K. (3) of the Flossmoor Zoning Ordinance (2147 Vardon Lane)
7. Consideration of a Contract Award for the Construction of the Phase 4 Sanitary Sewer Rehabilitation Project

Mayor Nelson called for a motion to approve the Consent Agenda. Trustee Bradley-Scott so moved, seconded by Trustee Daggett. Mayor Nelson called for a vote on the motion as presented. 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 Reports of Committees, Commissions or Boards

There were no reports of committees, commissions, or boards.

Mayor Nelson referred to Agenda Item #8 – Consideration of the Rejection of Bids for the 2022 Street Rehabilitation Project. Mayor Nelson called for a motion for Consideration of the Rejection of Bids for the 2022 Street Rehabilitation Project. Trustee Mustafa so moved, seconded by Trustee Driscoll. Public Works Director John Brunke stated that since June of 2021, Public Works and Milhouse Engineering have been working on the scope of the street rehabilitation program. The streets to be included in the program were finalized in February 2022, and the project was released for bid with a thirty (30) street base option and six (6) alternate streets. A preliminary cost estimate was developed using current market pricing last summer and past Village resurfacing project pricing. The goal was to work on getting the scope for a \$5M rehab project. Final project quantities were developed for the bid process, which are reflected in the table provided by Public Works. On March 24, 2022, bids were opened. The lowest bid was received from Gallagher Asphalt for the base bid of \$6.8M and the bids ranged up to \$7.8M. Unfortunately, the bids came in much higher than anticipated, with the low bid from Gallagher Asphalt coming in 37.4% higher than their engineer's estimate. Public Works Director Brunke stated that for comparison purposes, the low total bid came in at \$59.76/sq. yd of street rehabilitation area, compared to the fiscal year 2021 rehabilitation cost of \$29.0/sq. yd. They assumed the pricing came in high due to the current state of the economy: high inflation, and higher fuel and material costs. Since the budget for the project is only \$5M, they cannot recommend the award of the lowest bid. John stated that Public Works Staff believes that the best approach would be to reject all of the bids for the project and return the bid securities to the bidders. Staff has reviewed the bid pricing and selected eight (8) streets to be re-bid as soon as possible at an estimated cost of \$2.5M, including construction and engineering. John stated that Staff thinks that due to the high bid prices received, it would be best to reduce the project by half for this year and leave the remaining half of the work to be done next season. That will allow the Village to reserve some fund balance in the event the Flossmoor Road viaduct project estimate comes in higher for next year. He stated that the pricing is terrible right now. Public Works Director John Brunke stated that the eight (8) streets chosen are the worst ones suitable for resurfacing. Public Works recommends that the Mayor and Village Board reject the bids submitted for the project and return the bid securities to the bidders.

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Public Works Director John Brunke noted that the high oil prices affect the asphalt price, among other things, and the price of concrete is up 37%. There is a lot of uncertainty with supply, so vendors aren't holding prices for very long. The plan is to release the revised bid as soon as possible and get the project done in the summer.

Discussion ensued amongst the Board regarding their support for Public Works Director Brunke's proposal.

Mayor Nelson asked Public Works Director Brunke to reach out to the contractors about how to better value engineer the project to the extent that he legally can. She agreed that Public Works Director Brunke's proposal to cut back the scope of the project at this time is the right course of action. Mayor Nelson expressed appreciation to residents for their patience with this project.

Village Attorney Kathi Orr stated that once a bid is put out and the bid is received, the only thing the Village can renegotiate is the price of the lowest bidder and not the scope of the work.

Mayor Nelson called for a vote on the motion as presented. 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 – Discussion of Water & Sewage Rate Changes. Finance Director Scott Bordui stated that this discussion is part of the FY23 budget process. First, Flossmoor is still under the contract where water is received from Chicago via Harvey & Homewood. There are two (2) mandatory increases coming up in the fiscal year. Chicago's will be on June 1st. Harvey's will be on July 1st. The Village is maxed on both of the rate increase caps with both Chicago and Harvey contracts because of CPI. Finance Director Scott Bordui stated that Harvey continues to bill improperly and slightly underbilling Homewood and Flossmoor. The new water supply is coming in at \$4.75 for the initial rate, which they are estimating to be in effect as early as September, which will be slightly less than the Chicago / Harvey cost. He stated that in FY21, the Water and Sewer Fund had a decrease in net assets. In the FY22 projection, there is another deficit projected which will leave the Village approximately \$227,000 below the reserve level. The Village budget is on a cash basis, whereas the financial statements are on an accrual basis. He noted that the Village is at a 74% bill- to- purchase ratio, which is a low level and is having a financial impact on the fund.

Finance Director Scott Bordui stated that he included five (5) different options in his report that the Board could consider in setting the water rate to its customers: 1) Is a no-increase option, 2) is a full-accrual base rate which would be a \$2.59 or 17% increase, 3) is a 2% or 31 cent increase and simple pass-through of the Chicago and Harvey increases, 4) is a \$1.27 or 8.3% increase that covers the option (3) costs plus the capital outlay non-operating projects in FY22 and FY23 budgets, and 5) is a \$1.29 or 8.5% increase that covers the Chicago and Harvey increases and the \$227K below-reserve level. His recommendation is option (5) which equates to approximately \$32.00 per quarter for the average residential home. He recommends option (5) because the net unrestricted assets approach continues to provide a better match

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to the Village's cash basis budget and it would allow the Village to get up to its reserve level. It would cover the contractual obligations in the next fiscal year: option (5) covers the FY23 operating budget on a cash basis; it covers the initial Hammond rate so the Village wouldn't need to go back and request another increase; it fully takes into account this year's 74% bill to purchase ratio; and, it would bring the Village up to its reserve level. He stated that if the Board agrees with his recommendation or selects another option, the Board would direct the Village Attorney to prepare an ordinance for presentation at a future Board meeting.

Trustee Mustafa inquired about why option (2) isn't Finance Director Scott Bordui's recommendation.

Finance Director Scott Bordui stated that if they could get the bill-to-purchase ratio at a good level, they would probably find their existing rate already covering the cost of depreciating capital. When he looked at the rates already being high, he was trying to recommend a rate that the Village could support in the short term in hopes of not going to that level in the future.

Trustee Mitros stated option (5) is a good option and inquired with Public Works Director Brunke about increasing the bill-to-purchase ratio of 80%.

Public Works Director Brunke stated that part of the issue is the water meters and water main improvements. He stated that when they did the water main improvement program, it was only 10% of the Village's system and there's more water main in need of replacement.

Trustee Bradley-Scott inquired about the underbilling from Harvey and whether the Village is setting aside those funds and stated that option (5) makes sense for her.

Finance Director Scott Bordui stated that when he reviews the contract every year, he bills what the Village should be billing in case they have to settle up in the future. Also, Homewood is responsible for paying Harvey and for questioning the invoices and has paid what Harvey bills them.

Trustee Daggett inquired whether the rate from Homewood is on a yearly basis.

Finance Director Scott Bordui stated that the current and new contracts adjust yearly, and the new contract is CPI-related with a cap of 3%.

Village Attorney Kathi Orr stated that the negotiations were based on the fact that the Village's increase would be no more than the increase of what Homewood would pay to Chicago Heights, and the increase is capped.

Discussion ensued among the Board regarding their support for option (5).

Mayor Nelson stated that she also liked option (2) because it would allow the Village to pay for future capital needs, but it would be too unaffordable for families, so option (5) is the best option. She also stated that it shows the importance of pursuing low-interest loans and grant monies for Village projects.

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Village Manager Bridget Wachtel stated that the Village Attorney would prepare an ordinance for presentation at the next Village Board meeting effective April 1st.

No vote was required.

Mayor Nelson referred to Agenda Item #10 – Discussion of the Fiscal Year 2023 Finance and Facilities Plan. Village Manager Bridget Wachtel stated that her discussion was in regard to the FY23 budget and the Village's finance and facilities plan for FY23 through FY25. She referenced the Village's Capital Program which is in the appendix section of the published budget book. The Capital Plan provides an excellent history of the capital infrastructure projects that the Village has invested in over the last thirty (30) years. It shows what previous Boards have invested in the community and what projects are planned for the future. She stated that it reflects the completion of projects during the current fiscal year and suggests a prioritization of the Village's capital work for the next three (3) years. There are two (2) components of the discussion, one of which is the Capital Plan that is prepared by Public Works, which includes the historical document and outlines work in the immediate next three (3) years. She stated that the end of the Capital Plan reflects a series of projects that Public Works and other staff have identified for which financing has not been determined. We do not have financing or dates scheduled, but we want to keep those projects in front of staff, the Board and the public so we know that there are other capital needs that have been identified for the future. She referenced the second component of the discussion which is a financing report prepared by Finance Director Scott Bordui that he annually prepares. This document discusses all the different ways that the Village can finance projects outside of the use of the Village's fund balance. The Village has traditionally had a save and spend philosophy, and in more recent years, we have gone out to bond for a few programs. She noted that, as people know with their own finances, it's less expensive to pay in cash than with debt.

Village Manager Bridget Wachtel stated that the two (2) biggest projects to be discussed were the Flossmoor Road viaduct and the street rehabilitation program. In April 2022, the first phase of the viaduct improvements would start with the Berry Lane drainage improvements. The Village compiled various financing to get through the first phase of the project, which impacts Berry Lane and several surrounding streets. The Army Corps of Engineers is contributing \$1.5M, and the Village has received two (2) green infrastructure grants – one from the IEPA and one from MWRD that will add green infrastructure to the project. The Village is going forward with additional storm sewer work on Maryland, Oakmont, Berry Lane, and Bob-o-Link, partially funded by bond monies. We will also address the water main on Berry while the road is open, the replacement of which will be funded by both the Army Corps of Engineers and the Village. She stated in Fiscal Years 23 and 24, the Village will move forward with the next phase of the Flossmoor Road viaduct work which has an estimated cost of \$4.8M. The Village is pursuing grants at various levels of government to fund the project.

Village Manager Bridget Wachtel stated that in regard to the street rehabilitation program, they had identified \$5M worth of work and will be pursuing \$2.5M worth of work in the current phase. The Village had agreed to allow the MFT fund to accumulate over the course of the year so it could sustain a program

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post bond monies. For the last few years, the Board has used General Fund monies to help supplement the annual street resurfacing program, and they have discussed taking \$150,000 budgeted for FY22 to bring forward in FY23 to pilot a crack-sealing program. She stated that there are other projects planned for FY23, including transitioning to the Chicago Heights/ Hammond water supply with an estimated cost of \$1.6M in improvements to be made to the Flossmoor water system. These improvements include the removal of the Sterling Avenue water tower which will come down as part of the water project, improvements to the Vollmer reservoir, and possible improvements to the system's booster stations. ARPA grant monies will fund the water supply project instead of the Village having to fully fund the project from the General Fund. She stated that the water meter replacement program is also planned and budgeted for FY23. The project could be carried over to FY24 due to not being able to get the quantity of product needed. She stated that there are a couple of projects that are contingent on grant and loan funding, one of which is the reconstruction of the Brookwood Bridge and Butterfield Road Culvert Project. The Board approved the Phase 4 sanitary sewer rehabilitation project, which is being funded by a low-interest IEPA loan. It came in with a favorable bid of \$1.2M and will be starting this summer. She stated that other projects planned for FY24 and FY25 include the Dartmouth Pedestrian Bridge Replacement and Streambank Stabilization Project at the cost of \$1.4M. The Village has applied for an IEPA Section 319 grant, and if awarded, would cover the streambank stabilization portion of the project. The Village has pursued a state capital set aside through our state legislators. Another project contingent on grant funds is the Central Business District Roadway and Streetscape Construction Project. The Village applied for a state grant to fund part of the project, and we have sought a legislative set aside through our state legislators. We are also pursuing congressional set-asides through the federal program. Another identified project is a facilities project for reconstruction of the salt storage facility because the 24-year-old building has corrosion and deterioration. She noted that in the set-aside tables at the end of Finance Director Scott Bordui's report, they have accounted for local shares of grant monies received. If grants are awarded, the Village may need to re-prioritize some of the aforementioned projects in order to meet the grant deadlines. Village Manager Wachtel stated that she needed feedback from the Board about her report in order to prepare the final budget.

Discussion ensued among the Board regarding Village Manager Wachtel's presentation, and the Board thanked Village staff for their hard work behind the scenes.

Public Works Director John Brunke stated that the salt storage area is a 30x30 concrete bin that they want to reconstruct, possibly using different construction.

Mayor Nelson stated that the federal lobbyist that Flossmoor hired worked with Public Works last week for several days to prepare grant applications for our US Senators and Congresswoman Kelly. Mayor Nelson stated that grants are incredibly important to Village operations, and the Village is working hard at the state and federal levels to secure more grant funds for capital improvements. She's grateful to staff for their work on the grants.

The Board agreed on the Finance and Facilities Plan as presented. No vote was required.

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Mayor Nelson asked if there was any other business.

Trustee Mitros inquired about the five (5) minute speaking rules for the citizen portion comment of the agenda.

Mayor Nelson stated that she supports residents coming to speak at Village Board meetings and that if they stay on topic, she doesn't mind them going over the five (5) minutes.

Village Manager Bridget Wachtel stated that the Mayor has access to the Board adopted policy for the public comment portion of the agenda.

Village Manager Bridget Wachtel stated that there would be an event for new residents at the Flossmoor Library on April 9th. Also, the Village is having an open house for residents regarding the Berry Lane Project on April 13th in the Board Room. She stated that on April 16th, there will be a tree planting in conjunction with Public Works and the Green Commission, from 8-11:30 am.

Mayor Nelson stated that the Flossmoor Baseball organization would be having a cleanup at their fields on Saturday, April 9th from 9 am – 12 pm. She thanked Public Works, the Green Commission, Village Clerk LoGalbo, and Trustees Bradley-Scott and Mustafa for their participation in the Village's recent community cleanup (which she also participated in).

Trustee Mustafa stated that the C-PACE (Commercial Property Assessed Clean Energy) program in Illinois provides financing for building or retrofitting and that it could potentially be used as an incentive.

Mayor Nelson referred to Agenda Item #11 – 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 Bradley-Scott and passed by a roll call vote.

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

ABSENT: None

ABSTAIN: None

NAYS: None

The Board entered executive session at 8:45 p.m.

The Board returned to open session at 9:03 p.m.

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As there were no other items to discuss, Mayor Nelson called for a motion to adjourn the meeting. Trustee Mitros so moved, seconded by Trustee Daggett 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 9:05 p.m.

Respectfully Submitted,


Gina A. LoGalbo
Village Clerk