

MINUTES OF MAYOR BRAUN AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF THE
VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON MARCH 2, 2020

VILLAGE HALL

MARCH 2, 2020

7:30PM

Mayor Braun called the meeting to order at 7:35pm.

Mayor Braun directed the Village Clerk, Ananda Billings, to take role.

PRESENT: Mayor Braun, Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros and Williams

ALSO PRESENT: Bridget Wachtel, Village Manager; Allison Matson, Assistant Village Manager; Kathi Orr, Village Attorney; Tod Kamleiter, Chief of Police; Keith Damm, Assistant Fire Chief; Dan Milovanovic, Assistant Public Works Director; 6 Citizens Present

APPROVAL OF THE MINUTES OF THE MEETING HELD ON FEBRUARY 17, 2020

Mayor Braun asked the Board if they had any changes or comments. He called for a motion to approve the minutes of February 17th, 2020. Trustee Williams so moved, seconded by Trustee Driscoll, and passed by a voice vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams

ABSENT: None

ABSTAIN: None

NAYS: None

CITIZENS WISHING TO ADDRESS THE BOARD:

No citizens wished to address the Board.

REGULAR BOARD AGENDA ITEMS:

Mayor Braun referred to Agenda Item Number # 1: Consideration of the Acquisition of a Sculpture to the Flossmoor Rotational Sculpture Art Program ("TOTEM" by Terry Karpowicz)

Assistant Village Manager Allison Matson addressed the Board. In December 2019, the Village Board authorized the acquisition of a sculpture for Ballantrae Park and approved a license agreement with the Park District for the placement of the sculpture. When the location for the sculpture was selected, it was discovered that there were two poured concrete pads, both which would be appropriate for a sculpture. Sculptor Terry Karpowicz agreed to provide a second sculpture for an additional \$1,000. The Park District approved a similar agreement as that which was signed previously with the first sculpture and therefore, staff is requesting the Board approve a new agreement for an additional sculpture. Nancy Burrows of the Art Commission presented to the Board in order to further discuss the matter. She noted that the art program has been tasked with doing more with less all while having a greater outreach to the

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community. By asking an artist to place two pieces into the rotation instead of one, the commission can provide an additional cultural piece for the community to enjoy while at the same time saving the Village money versus sourcing a piece from a new artist. As Mr. Karpowicz is a well-known artist, the Village is fortunate to have two of his pieces in the community. Aesthetically speaking, two sculptures in a large space can be more impactful for the community.

Trustee Williams noted that the Ballantrea neighborhood had hoped for one and would be delighted with two. Mayor Braun asked when the sculpture would be installed, and Ms. Burrows answered that it will be installed relatively soon, based upon the weather.

Mayor Braun asked the Board if they had any questions, and as there were none, he called for a motion to approve the acquisition of a sculpture to the Flossmoor Rotational Sculpture Art Program ("TOTEM" by Terry Karpowicz). Trustee Williams so moved, seconded by Trustee Mitros, and passed by a voice vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Item #2: Consideration of a Resolution Authorizing a License Agreement Between the Village of Flossmoor and the Homewood-Flossmoor Park District

Assistant Village Manager Allison Matson explained to the Board that this item is the approval of the license agreement between the Village of Flossmoor and the Homewood-Flossmoor Park District for the placement of Mr. Karpowicz's sculpture. It is the same agreement as was signed in December of 2019, with the only change being the name of the sculpture.

Mayor Braun asked the Board if they had any questions, and as there were none, he called for a motion to approve the resolution authorizing a License Agreement Between the Village of Flossmoor and the Homewood-Flossmoor Park District, as presented. Trustee Williams so moved, seconded by Trustee Bradley-Scott and passed by a voice vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Item #3: Consideration of a Resolution Requesting Temporary State Highway Closures for the Hidden Gem Half Marathon

Flossmoor's Future, a 501(c)(4) organization has approached Staff to hold the second Hidden Gem Half Marathon on September 12th 2020, the morning of Flossmoor Fest. The Village is required to submit resolutions to IDOT and Cook County. Sam Cutrara, the race director of the Hidden Gem attended the

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Board meeting to answer any questions. Some changes will be made with regards to the route in order to better accommodate spectators and the runners. It was noted that the 2019 Hidden Gem was such a success that it was added to the Chicago's Runners Circuit. In 2019, there were 600 runners, and this year they expect to limit it to 1,200. There was a discussion about coordinating the end of the race with the beginning of Flossmoor Fest. Ms. Matson said that this will come into consideration as the planning of Flossmoor Fest commences soon.

Mayor Braun asked the Board if they had any questions, and as there were none, he called for a motion approving the Resolution Requesting Temporary State Highway Closures for the Hidden Gem Half Marathon, as presented. Trustee Driscoll so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Item #4: Consideration of a Resolution Requesting Temporary Cook County Road Closures for the Hidden Gen Half Marathon

This is the companion resolution for item #3.

Mayor Braun asked the Board if they had any questions, and as there were none, he called for a motion approving a Resolution Requesting Temporary Cook County Road Closures for Hidden Gem Half Marathon, as presented. Trustee Williams so moved, seconded by Trustee Driscoll and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Item #5: Consideration of a Resolution Approving an Intergovernmental Agreement Between the Village of Flossmoor, Illinois, and the Villages of Glenwood, Hazel Crest, Homewood, Matteson, Park Forest, Riverdale, South Holland, and Thornton for the Provision of Fire Station Alerting Equipment and Associated Software Under a Grant from the U.S Department of Homeland Security Through the Federal Emergency Management Agency and Consideration of a Budget Amendment to Adopt the FEMA Fire Station Alerting Grant Fund.

Assistant Fire Chief, Keith Damm addressed the Board. The Fire Department was awarded a Regional Grant through FEMA's Assistance to Firefighters Grant (AFG) for the purchase of station alerting equipment. This equipment will tie directly to E-Com's Computer Aided Dispatch (CAD) system and alert any affected fire station of a call as soon as the dispatcher verifies an address and call nature using

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an electronic voice. The Village will administer the grant on behalf of the participating communities, which requires an intergovernmental agreement. Assistant Chief Damm also requested a budget amendment to create a new fund for the grant administration.

Mayor Braun inquired as to how this equipment will enhance service in the communities. Assistant Chief Damm responded that this will enhance the equipment that is currently in the station, providing additional alerts during an emergency. In addition to these features, there will also be a tie in to staff's mobile phones to provide real time alerts and updates.

Mayor Braun asked if this grant would cover 100% of the fees. Mr. Damm responded that the grant is a 90% grant. The final cost for the Village of Flossmoor will be approximately \$5,000. The Foreign Fire Fund will be used, so the General Fund will not be affected.

Trustee Williams inquired as to why communities pay different amounts. Assistant Chief Damm answered that the dollar amount is based on need and number of stations in each community.

Mayor Braun asked if there were any further questions, and as there were none, he called for a motion approve a resolution approving an Intergovernmental Agreement Between the Village of Flossmoor, Illinois, and the Villages of Glenwood, Hazel Crest, Homewood, Matteson, Park Forest, Riverdale, South Holland, and Thornton for the Provision of Fire Station Alerting Equipment and Associated Software Under a Grant from the U.S Department of Homeland Security Through the Federal Emergency Management Agency and Consideration of a Budget Amendment to Adopt the FEMA Fire Station Alerting Grant Fund, as presented. Trustee Driscoll so-moved, seconded by Trustee Bradley-Scott and passed by roll-call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Item #6: Discussion of the FY21 Preliminary Budget

Village Manager Bridget Wachtel presented to the Board. The FY21 Preliminary Budget Report as well as the Executive Summary are available on Flossmoor's website. In April, at the time of the budget adoption, the final draft will be published for the public's review.

The General Fund and the Water Sewer Fund will be discussed at this meeting and additional budget issues will be discussed during subsequent Board meetings over the next two months until the final approval and adoption of the Budget.

Over the past few years Staff has devoted considerable focus to improving the health of the Water and Sewer fund and as a result notable improvements have been recognized including the decrease in gallons pumped/day as well as a healthy increase in our bill-to-purchase ratio.

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For the General Fund, Ms. Wachtel noted that FY20 projections are better than FY20 budget and that FY21 preliminary budget is healthier than the FY20 budget. The increase in sales tax has been critical to maintaining service. The EAV is currently at 2005 rates and will be reassessed in 2020.

While discussing FY20 Expenditure Projections, Ms. Wachtel explained that there are some line items that have gone over budget, but these all relate to general equipment maintenance and staff overtime. The line items that fell under budget have been put on hold or delayed, such as the Dartmouth Bike Bridge Rehabilitation.

FY20 Revenue Projections see a positive upturn with additional sales tax revenues, non-home rule sales tax, and various fees. Vehicle Sticker revenue, property taxes, Class 8 reimbursement, tow fees, and telecommunication tax are expected to fall below revenue budget. Items such as the telecommunication tax, have been expected.

The FY20 Projections Total Fund Operating and Capital expenses are less than budget. Several projects have been pushed back into subsequent years.

When comparing the FY21 Budgeted Expenditures to the FY20 Budget Expenditures, the Village has budgeted for fewer expenditures in FY21 than it spent in FY20. Grant monies and sales of village properties are anticipated but not included in the final dollars of the budget.

In the FY21 Budget, there are several line items that are projected to be higher than the FY20 Expenditures such as legal services, Fire Department professional services, workers compensation and liability insurance, and IMRF contribution. Expenditures less than FY20 include Board contingency fund, marketing budget, Share the Cost Tree Planting, Capital Equipment Fund contribution, and Street Resurfacing. With the Village expected to request a Bond to go to repairing a majority of the Village's streets, Ms. Wachtel noted that lowering the initial budget for FY21 Street Resurfacing would save the Village monies that will eventually be covered by the Bond. The timing difference of the work covered by the Bond compared to the annual program is negligible and it is Staff's opinion that covering as much work as possible by the Bond is preferred so that the Village's fund balance can be preserved for other infrastructure needs.

Mayor Braun noted his strong disagreement with the approach for street resurfacing, as he believes that the Village should maintain a standard Street Resurfacing budget and not count on receiving Bond monies. He stated that he does not want to project to the community that the Village is lowering its standards of general maintenance. He said that the Village should continue its resurfacing projects so that the streets do not deteriorate while we await a Bond referendum. Ms. Wachtel responded that the thought was to save funds for other initiatives that will perhaps be more pressing in FY21. Trustee Williams stated that she believes we need a deeper dive into the Finance and Facilities plan in order to fully appreciate the big picture of these needed initiatives. Ms. Wachtel agreed.

Trustee Hoag asked if the thought behind this budget cut was to save for the water and sewer initiatives. Ms. Wachtel agreed that we need to be prudent and save for potentially competing needs. Trustee Mitros commented that the Board should pay attention to these other competing needs and also consider the staffing commitment to complete the major infrastructure projects.

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Trustee Williams asked for clarification on the potential grants that the Village is looking to receive. Village Manager Wachtel responded that for any grants received, the Village will likely need to do a fund match. Therefore it would be prudent to save extra funding in order to accommodate any potential grant matches for needed improvements across the Village. Ms. Wachtel said that Staff can come back and provide a picture as to how many improvements could be realized from the delta that is under question. Mayor Braun commented that he is concerned about cutting 25% from this budget as we cannot ask residents to pay more on taxes and not service the roads up to the usual standards.

Trustee Hoag asked about what was included in "Special Projects" in the marketing budget. Ms. Wachtel responded that it represented the development of the campaign in the current fiscal year and advertising costs going forward.

When looking at FY21 Revenues it is expected that sales tax, new Local MFT, Personal Property Replacement Tax, Property Tax, State Income Tax, Utility Tax, Road and Bridge Tax, and Ambulance fees will be greater than FY20. Telecommunications Tax, Residential Electrical Aggregation Program Civic Contribution, and Administrative Tow Fees are all expected to come in under FY20 Revenues.

Trustee Kimmons inquired as to how much sales tax can be projected before a project is fully in place. The example is the Dunkin' Donuts project. Ms. Wachtel responded that often a budget will anticipate a full year and in the case of the Dunkin' Donuts it does.

The FY21 Total Fund position including operating and capital items includes line items for the Water Meter Replacement, Brookwood Bridge Project, Dartmouth Bike Bridge and Bank Stabilization Project, Village Hall Complex, and other non-operating expenses. Using the Save-then-Spend philosophy, we are using more fund in FY 21 than we are saving. The Village is drawing down fund balance to pay for these projects.

In summary, Ms. Wachtel explained that the Water and Sewer Fund continues to be healthy, but Staff will remain diligent in carefully watching this fund to ensure it remains positive. The General Fund FY20 projections are better than FY20 budget, and the preliminary budget is an improvement from FY20. The rebound of the EAV in 2016 and 2017 was met with a small decrease in 2018. The EAV is at a 2005 level supporting a 2020/2021 budget. There will be a reassessment in 2020. The increase in sales tax revenue has been critical to maintaining service. The preliminary budget does not consider salary adjustments, additional funding requests, or carryovers. Personnel and fixed costs represent 93% of the budget. The Village Board's initiatives have been in support of the Strategic Plan. She concluded by noting that additional budget discussions will be held at subsequent Board meetings on March 16th, April 6th, and April 20th.

Mayor Braun thanked Ms. Wachtel and Staff for their hard work on developing and presenting this well thought out budget.

Trustee Hoag inquired as to whether or not we are under contract or obligation to work with the lobbyist. Ms. Wachtel said that the Village's experience with the lobbyist has been very valuable, but the Board will have to decide whether to renew the contract with the lobbyist. Trustee Williams sees value in the lobbyist given the nature of Springfield and how challenging it can be to navigate. Ms. Orr noted that the

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reality of today's politics is that communities that do not have lobbyists tend to be left behind. Mayor Braun commented that our lobbyist has been very good at increasing contact with our legislators.

Trustee Driscoll commented that he would like to know the status of the roof replacement and whether that was separate from the Village Hall renovation project. He would like to see those funds reallocated to street resurfacing. Trustee Bradley-Scott said the report was very thorough and asked if we could see a summary in terms of making a decision with regards to getting a bond versus using our general funds for certain initiatives. Mayor Braun answered that this will be discussed in future budget meetings. Trustee Kimmons noted he is looking forward to the next set of meetings and that he would like to flush out a policy for rental properties. Ms. Orr responded that although such an item is worthy of discussion, the Village might not be able to enforce any such ordinance as we are not home-rule. Trustee Williams thanked Staff for making these reports so easy to understand and thorough. She also asked if we will have enough information about a future water supply to make a decision before finalizing the budget. Mayor Braun responded that upcoming meetings should provide the Board with more information into what options should be considered.

No vote was required.

FINANCE COMMITTEE:

Trustee Williams reviewed Hand Checks and Invoices. Trustee Williams made a motion to approve hand checks in the amount of \$10,375.76 and invoices in the amount of \$275,975.57 for a total of \$286,351.33. The motion was seconded by Trustee Mitros and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

OTHER BUSINESS:

Mayor Braun notified the Board that Staff attended a call with regards to COVID-19, and he is pleased to say that the City of Chicago is well prepared to handle the potential spread. The risk to Illinois is very low at this time, and he urged Staff and the Board to speak only in facts, not opinions, with regards to updates. Staff will be presenting information from the CDC to residents. One of the concerns of note across all communities is how services will be maintained should the virus affect Staff. Contingency plans are under discussion.

Mayor Braun continues to work with the Flossmoor War Veterans Committee and is preparing for the March 29th launch event to be held at the Flossmoor Community Church. The event will be held at 1:00pm.

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The Village also is engaged with representatives from Metra with regards to the proposed schedule changes. The main concern is the reduction of stops to 59th street as many Flossmoor residents work at the University of Chicago.

Trustee Hoag inquired about the specifics of the Inside/Out art installation. Ms. Matson said that the students working on this project will work with the Village to find the ideal location for the installation.

Mayor Braun referred to item # 7 on the agenda: A Motion to go into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition, and Litigation.

There was no need to go into Executive Session.

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

The meeting adjourned at 9:26p.m.

Respectfully Submitted,

Ananda Billings

Ananda Billings
Village Clerk