

*MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF THE
VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON FEBRUARY 5, 2024*

VILLAGE HALL

FEBRUARY 5, 2024

7:30 PM

Mayor Nelson called the meeting to order at 7:31 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; Police Chief Jerel Jones; Fire Chief Bob Kopec; Finance Director Ann Novoa; Assistant Finance Director Malea Stubitsch; Director of Public Works John Brunke; Director of Building & Zoning Scott Bugner; Community Engagement Manager Stephanie Wright; Assistant to the Village Manager/ Communications Manager Nicole Castagna; Acting Village Attorney Megan Lamb; 23 residents

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 join in person.

Mayor Nelson introduced Finance Director Ann Novoa, who introduced new Assistant Finance Director Malea Stubitsch.

Ms. Novoa explained that Ms. Stubitsch has approximately twenty years of municipal government experience including in finance and human resources. While Ms. Novoa is on a leave of absence, Ms. Stubitsch will be head of the Village's Finance Department.

Mayor Nelson wished Ms. Novoa the best as she prepares to have a baby in a few days.

Citizens Present Wishing to Address the Board:

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

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

Flossmoor resident Warren Engelberg's comments, in summary, were about the harmful impacts of Great Britain's colonization of the country of Kenya and King Charles' visit to Kenya.

Citizens Present Wishing to Address the Board on an Agenda Item

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

Flossmoor resident Warren Engelberg's comments, in summary, were regarding a clarification in a memo regarding Flock Cameras in the Village Board meeting's prepared packet.

Mayor Nelson stated that the matter would be addressed later in the presentation of the subject matter.

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Recognitions and Appointments:

Mayor Nelson referred to Agenda Item #1 – A Proclamation Declaring February 2024 as Black History Month.

Mayor Nelson introduced Mariah Smith, a former Homewood-Flossmoor graduate, owner of POSH Pageant Consulting and an entrepreneur who currently lives in Texas. Mayor Nelson also introduced Stacey Pitts-Caldwell, an entrepreneur and SMP Boutique Graphic Design Business owner. Later in February, Ms. Smith and Ms. Pitts-Caldwell will participate in a program with the Community Relations Commission and Homewood-Flossmoor High School called Roots for Success – Bridging Generations in Black Entrepreneurship. Ms. Smith could not make it to the Board Meeting, so she sent Queen Nina Washington in her place. Ms. Washington is a high school senior who will be studying journalism at Hampton University. She also has a full ride to college, and she was the 2018 queen of the Bud Billiken Parade and many other events.

Mayor Nelson explained that in the Village of Flossmoor, every year there is a theme for Black History Month. This year, the Village is recognizing Black residents who are entrepreneurs, influencers, and those who work in finance. She noted that earlier in the day, the Village recognized the owners of a Flossmoor business, Conservatory Vinyl & Vintage, Chogie and Tony Fields.

Mayor Nelson read a Proclamation Declaring February 2024 as Black History Month.

No vote was required.

Mayor Nelson recognized Percy Scott from Chamber 57, which is involved with supporting Black businesses.

Mayor Nelson referred to the Consent Agenda (which encompassed Agenda Items 2-6):

2. Approval of the Minutes of the Rescheduled Regular Meeting Held on January 16, 2024
3. Presentation of Bills for Approval and Payment as Approved by the Finance Committee (February 5, 2024)
4. Consideration of the Purchase of A119 Stryker Power-LOAD and ProCot2 System
5. Consideration of a Resolution of the Village of Flossmoor, Cook County, Illinois, Authorizing the Appointment of an Authorized Agent to the Illinois Municipal Retirement Fund (IMRF)
6. Consideration of a Side Letter of Agreement Between the Village of Flossmoor and the Illinois Fraternal Order of Police Labor Council on behalf of the Flossmoor Police Officers

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

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

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Reports of Committees, Commissions and Boards:

Mayor Nelson referred to Agenda Item #7 – Presentation on the Recap of the 2024 Martin Luther King Jr. Day of Service. Mayor Nelson introduced the Chair of the Community Relations Commission, Phillippa Leon Thompson, and Vice Chair of the Community Relations Commission (“CRC”), Jackie Riffice. Chairwoman Leon Thompson quoted from Dr. Martin Luther King Jr., “Life’s most persistent question is, what are you doing for others?” and noted that the CRC could confidently answer that question as the Village’s commitment for doing for others shines brightly and MLK Day of Service was a shining example of the Village’s collective efforts to answer the call. She thanked Vice Chairwoman Riffice for her efforts in making the MLK Day of Service a day ‘on’ and not a day ‘off.’

Vice Chairwoman Riffice gave a presentation on the Village’s 2024 MLK Day of Service. She noted that there were over twenty-five projects that responded to the needs of our local community and beyond. On behalf of the CRC, she thanked the Village; Police, Fire, and Public Works Departments; Village Staff and Administration; and the CRC’s Dream Team, Assistant Village Manager Jonathan Bogue, Community Engagement Manager Stephanie Wright, and Assistant to the Village Manager / Communications Manager Nicole Castagna. Vice Chairwoman Riffice’s four takeaways from the presentation are that on that it was cold, the community answered the call for help, multi-generational activities were plentiful, Homewood-Flossmoor High School delivered, and the reason for the day ‘on.’ She discussed the challenges of the cold and the wide-ranging collection efforts for different organizations, people, animals, and the environment. She noted how Mayor Nelson’s sponsored concert raised \$3,000.00 for Respond Now. She thanked the Flossmoor Police and Fire Departments for their Lego donations and the Flossmoor Police Department for joining the CRC during the daily lightings of the Menorah and Kinara. Some of the project hosts were the Spotlight Performance Academy; Girl Scout Troop #65152 (under the direction of Trustee Bradley-Scott); the Ballantrae HOA; Flossmoor Fields neighborhood; IJP National Honor Society; Avid Program at Parker Junior High School; Plan for Success; Flossmoor Community Church; Iron Oaks; Chicago Southland Green Committee; Village Clerk Gina LoGalbo; Dunning’s Market; You Matter Too; Jack & Jill Monarch Cities Chapter; Jack & Jill South Suburban Chapter; and the Brothers and Sisters of the Divine 9. She thanked all the area schools as well as Sunrise Senior Living, and elected officials for their support and involvement on the MLK Day of Service: Mayor Nelson, Trustees Bradley-Scott, Daggett, and Mustafa; Village Clerk Gina LoGalbo; Congresswoman Robin Kelly; School District Board 233 member Pam Jackson; Homewood Trustee Anne Colton; and Cook County Commissioner Donna Miller.

Vice Chairwoman Riffice described some of the multi-generational events, including some of the challenges that several Flossmoor school principals had to deal with. She also described the efforts of students from Homewood-Flossmoor High School, like the projects sponsored by the Boy’s Wrestling Team, Girl’s Wrestling Team, and Boy’s Basketball Team. Vice Chairwoman Riffice discussed the connection with the reason for the MLK Day ‘on’ and the Jack & Jill Monarch Cities Chapter and the Jack & Jill South Suburban Chapter for hosting events with a multi-faceted approach to making a difference that included volunteerism, food drives, and education programs on different topics like affirmative action and voting rights. Vice Chairwoman Riffice thanked the Village Board for entrusting the CRC to serve the community in the capacity of community connectors. She noted that they take their positions seriously and are intentional about showcasing the Village as beautiful, welcoming, and connected.

Mayor Nelson thanked Chairwoman Leon Thompson and Vice Chairwoman Riffice for their efforts and for the presentation.

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The Village Board complimented and thanked Chairwoman Leon Thompson, Vice Chairwoman Riffice, and the CRC for their efforts with the MLK Day of Service.

Action Items:

Mayor Nelson referred to Agenda Item #8 – Consideration of a Resolution of the Village of Flossmoor, Cook County, Illinois Approving an Agreement with the Flock Group, Inc. Mayor Nelson called for a motion for to Approve a Resolution of the Village of Flossmoor, Cook County, Illinois Entering into an Agreement with the Flock Group, Inc. Trustee Daggett so moved, seconded by Trustee Bradley-Scott.

Mayor Nelson introduced Flossmoor Police Chief Jerel Jones to present. Chief Jones explained that the use of vehicles to facilitate the committing of crimes is prevalent nationwide. Law enforcement officials have used cameras with License Plate Reader (LPR) technology to help solve multiple crimes throughout the country and in the Village of Flossmoor. The LPR cameras provide visuals of the vehicles and the registered owners' information, displays their direction of travel, and when used in conjunction with other strategically placed LPRs and surveillance cameras, can outline the vehicular travel path of a suspect before, and in some cases during, and after the commission of a crime. The LPR cameras can also be set to send alerts to our police officers when a vehicle passes by that has been reported stolen, which is happening more in the south suburbs. Additional incidents include the abduction of a child when the registered vehicle owner has a warrant for their arrest and other law enforcement-related information. For the past two and a half years, Flock Safety, a license plate reader and surveillance camera company has allowed the Flossmoor Police Department (FPD), through a Memorandum of Understanding (MOU), to have access to data from its LPR and surveillance cameras that are placed in other villages that border Flossmoor. Those villages include Homewood, Country Club Hills, Olympia Fields, Hazel Crest, Chicago Heights, and Thornton. The data, which is purged from their system after thirty days if not flagged for investigation, has been used to identify vehicles and charge suspects in shootings, burglaries, vehicular hijackings, homicides, and other less serious offenses that have occurred in Flossmoor. Flossmoor does not currently have any LPRs of its own within its boundaries. The Flock MOU ended on January 01, 2024. If the Village of Flossmoor does not procure its own LPR cameras soon, the FPD will no longer have access to the data from Flock Safety's network of more than 3,400 LPRs nationwide. Chief Jones explained that losing this technology would hamper the investigative efforts of our officers and detectives. The FPD Investigations Unit is currently comprised of two detectives. LPR cameras are force multipliers and assist detectives in conducting more efficient investigations by gathering more independent and indisputable evidence. The LPR cameras help identify suspects more rapidly and can aid FPD officers and detectives in capturing suspects before they can commit more crimes.

Chief Jones explained that the Cook County State's Attorney's Office (CCSAO) must approve charges against a suspect who has committed a felony (i.e., vehicular hijacking, murder, aggravated battery with a firearm). Obtaining video evidence from LPRs and surveillance cameras has proven crucial and oftentimes mandatory in the approval of felony charges by the CCSAO for suspects who commit violent crimes. Over the past few years, there have been multiple suspects who have committed violent crimes against persons in Flossmoor and surrounding jurisdictions that have frequented or resided in Flossmoor. The investigations of these crimes often resulted in the CCSAO denying or suspending these cases due to a lack of being able to track their movements in and out of Flossmoor via vehicle. Chief Jones named eleven strategic locations throughout the Village of Flossmoor that the FPD believes would be ideal for LPR camera placement: Flossmoor Rd. and Sterling Ave., Crawford Ave. at Vollmer Rd., Flossmoor Rd. at Crawford

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Ave., Western Ave. at Vollmer Rd., Sterling Ave. at Heather Rd., Governors Hwy. at Heather Rd., Kedzie Ave. at Flossmoor Rd., Governors Hwy. at Vollmer Rd., Flossmoor Rd. at Dixie Hwy., Kedzie Ave. at Vollmer Rd., and Dixie Hwy at Vollmer Rd.

Chief Jones noted that IDOT cameras will be placed in the second wave of camera installations once the Village obtains the permits. It is important to strategically place the cameras so that they capture the vehicles as they come into view of the cameras. The proposed locations for the cameras, in conjunction with LPRs from the villages that border Flossmoor, will cover all of the entry/exit points of Flossmoor. Chief Jones stated that the FPD endeavors to obtain Flock Safety as their vendor for LPRs due to the fact that bordering and other local law enforcement agencies currently use Flock Safety LPR cameras. Having one system that multiple agencies can use significantly reduces the amount of time needed to conduct criminal investigations by precluding the need for an investigator to have to travel to another police department to view camera footage or wait for an investigator from another department to have time to review LPR data related to a FPD investigation.

Chief Jones explained that in October 2023, the FPD applied for and received an award of \$85,000 from the Illinois Attorney General's Organized Retail Crime Grant. The grant can be utilized for retail theft and organized crime and overtime police details to cover Flossmoor's retail corridors. The FPD requested a budget amendment that adds the Illinois Attorney General's Organized Retail Crime Grant award in the amount of \$85,000 as revenue. FPD also requested permission to enter into an agreement for eleven LPR cameras from Flock Safety and place them at the previously noted locations, utilizing funds from the grant that will cover the installation of and subscription to the cameras, as well as the first year of the annual plan that includes the cost of exceeding the system's data. The subtotal for Year 1 is \$38,450, and the annual recurring cost in future years is \$34,400. The initial term of the contract is 60 months, and the total cost for the 60-month contract is \$176,050. The cost of \$38,450 for the cameras and first year of service will be covered by funds from the Organized Retail Crime Grant, which reduces the overall amount requested for the remaining forty-eight of the 60-month contract to \$137,600. With the Board's approval of the contract, the Village will be assuming an annual cost of \$34,400 in future years.

Chief Jones explained that the Village Attorney reviewed the contract, and that the Village would be subscribing to the data and not purchasing the hardware. This subscription model is becoming the industry standard for many technology-related services. Chief Jones asserted that the FPD endeavors to continue to leverage technology to assist them in providing residents with the highest quality and the most efficient service possible. Strategic placement of LPR cameras throughout the Village can serve as a deterrent to criminals and has proven to be an effective investigative tool in identifying suspects, preserving evidence, and assisting in the prosecution and conviction of offenders who use vehicles to commit crimes. Ultimately, Chief Jones recommended that the Village Board approve a budget amendment that adds a line item entitled "Illinois Attorney General's Organized Retail Crime Grant" that reflects the award of \$85,000 as revenue, that the Village Manager be authorized and directed to execute the agreement with Flock Safety on behalf of the Village, and that the Board approve a budget amendment in the amount of \$38,450 under Contractual Services that adds a line item entitled "LPR Annual Contract."

Mayor Nelson thanked Chief Jones for the presentation and noted that the License Plate Readers are great tools for efficiency and to solve crime. She inquired about cameras and camera placement in specific locations, whether the Village would have access to the cameras if not owned by Flossmoor, where alerts from the cameras are sent to, and

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whether the Flock Group handles the software, who from the Village would monitor the tech issues to make sure that Flock is maintaining things properly, and where Flock collects data from.

Chief Jones confirmed that the Village would have access to cameras owned by other villages. He stated that with regard to cameras capturing license plates from the rear, it was important to capture the rear license plate as many cars, especially stolen cars will not have a front license plate.

Hector from Flock Group, Inc. discussed how LPRs work, including the notifications to police officers' in-vehicle computers and software. He also explained that Flock obtains data from Illinois LEADS and NCIC databases.

Trustee Bradley-Scott inquired about whether there would be one or two cameras placed in locations where data is captured from two directions, the seventy-two-hour tech time response in the agreement, and information in their materials about silver alerts.

Hector from Flock Group, Inc. explained that they contact the police department as soon as they are alerted that a camera may be having an issue. Flock will troubleshoot the issue, and if they cannot resolve it, they will schedule a technician within seventy-two hours. Hector also noted that the Village will receive information about silver and amber alerts.

Trustee Daggett stated that he was in favor of the proposal, and he agreed that the LPRs would be an efficient force multiplier for the FPD. He also noted a recent retail theft or robbery, and within twenty minutes the car was tracked across three municipalities and found the suspect. He also noted that by Flossmoor having the LPRs, the Village will also be good stewards to neighboring towns by filling in the 'blind spot' where LPRs do not currently exist.

Trustee Driscoll noted that it was great that the Village could apply the Attorney General's grant to the LPRs, and inquired whether there would be CCTV technology to capture accidents.

Chief Jones responded that the LPRs would just be for license plate and registration information to be used as an investigative tool. He noted that Flock offers a product to capture more information, but the Village is not pursuing it at this time.

Village Manager Bridget Wachtel added that the Village had received a demonstration from Flock on the CCTV cameras and that the Village is not going to be one of the first customers to try it out. However, the Village could be open to it in the future. She added that the Village has a separate CCTV project planned for 2024-2025 to include additional cameras downtown.

Trustee Lofton stated that he was in total favor of the proposal.

Trustee Mitros asserted that the project was 'big brother-ish' and there were pros and cons to it. He inquired about who would have access to the data besides the FPD. He also inquired if the data could be used by the Village for enforcement reasons like Flossmoor vehicle stickers. Trustee Mitros stated that he was in favor of the project and noted that in regard to the 16th anniversary of the Lane Byrant murders in Tinley Park, if they had that technology then perhaps the case would have been solved by now.

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Chief Jones responded that only FPD and Flock would have access to the data, which would be maintained for thirty days if the information were not relevant to a crime.

Hector from Flock Group, Inc. explained that the data from the LPRs could not be used for Village sticker enforcement and would only be used by FPD to investigate crimes.

Trustee Mustafa thanked Chief Jones for the presentation. She inquired about the MOU's expiration date and the timeline for next steps for the LPRs.

Chief Jones responded that Flock gave the Village a grace period with regard to being able to access the information. He explained that once the agreements were signed between Flock and the Village, Flock would start with the installation of the non-IDOT cameras and work on the IDOT cameras second.

Mayor Nelson stated that she wanted to make sure notice was sent to owners of private property where cameras would be installed.

Trustee Bradley-Scott suggested that notice be sent out Village wide regarding the LPRs.

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 – Consideration of a Contract Award and Budget Amendment for the Brumley Drive Reconstruction Project. Mayor Nelson called for a motion to Award a Contract and Budget Amendment for the Brumley Drive Reconstruction Project to Iroquois Paving as presented including the alternate. Trustee Mustafa so moved, seconded by Trustee Driscoll.

Mayor Nelson introduced Public Works Director John Brunke to present. Brunke stated that Brumley Drive was the worst rated PACER road in the Village's inventory years ago. He explained that included in the Fiscal Year 2024 Budget is \$95,625 (General Fund money) and \$504,375 (2021 Streets and Storm Sewer Improvement Fund money) for the construction of the Brumley Drive roadway and storm sewer improvements. The Village received a grant from the Illinois Department of Commerce and Economic Opportunity in the amount of \$112,500 for the project. Fifteen percent of the grant was allocated towards the project's design engineering, with the balance going towards the project construction. This project includes the reconstruction of Brumley Drive with new curbs and gutters and roadway widening between Bruce Avenue and Perth Avenue, and resurfacing of Brumley Drive from Perth Avenue to Sterling Avenue. The project also includes large-scale storm sewer improvements that will address the flooding issue that occurs in a sag area of Brumley Drive, between Bruce Avenue and Argyle Avenue. The original project budget did not include the additional large-scale storm sewer improvements because the extent of that work was not known until the final design stormwater modeling was completed.

Public Works Director Brunke explained that on January 4, 2024, bids were opened for the project. Seven total bids were received. A bid alternate was included in the bid package which requested a price for using sod and supplemental

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watering versus grass seed and blanket. After past experiences on similar projects in Flossmoor including drought conditions and reseeding, Public Works Staff feels that sodding will be a better alternative for parkway restorations on larger projects for quicker establishment and to have the contractor be in charge of it.

The lowest bid was received from Iroquois Paving Corporation in the total bid amount of \$893,964.95 (including the bid alternate). Their bid came in \$79,765.68 under the engineer's cost opinion for the project. Iroquois Paving has completed work in the Village before, and their work has always been good. They have completed resurfacing projects in the Village in the past and also completed the 198th Street Reconstruction Project in 2010. Since the lowest bid came in over the budgeted amount, which was expected due to the addition of needed large-scale storm sewer improvements for flood mitigation, a budget amendment will be needed in the amount of \$293,964.95. Public Works Staff recommends that the Mayor and Board of Trustees approve a contract with Iroquois Paving Corporation of Watseka, Illinois in the amount of \$893,964.95 and approve a budget amendment to line 17-01-4-745 in the amount of \$293,964.95. There is fund balance available in the 2021 Streets and Storm Sewer Improvement Fund for this amendment.

Mayor Nelson thanked Brunke for the presentation and noted that the residents who live near Brumley Drive will be thrilled about the improvements.

Trustee Daggett noted the need for infrastructure improvements and how they have to be done right. He is in favor of the sod for the parkway because grass seed has weeds. He inquired whether the extent of the storm sewer repairs could have been foreseen.

Brunke responded that without the storm sewer modeling, they would have had no idea how bad the condition was.

Trustee Driscoll stated that the sooner they get to the project, the better.

Trustee Mustafa thanked Brunke for the presentation and noted that Brunke explained why the proposal was not previously addressed with the budget.

Trustee Bradley-Scott noted that residents will be excited to have the project finally done. She inquired about the GIS software and whether this project could be added to it and used for foresight purposes.

Public Works Director Brunke responded that yes, they would have the Construction Engineering Services adding in information to the GIS.

Mayor Nelson thanked Public Works Director Brunke for his help securing the grant, and the state legislators who passed the capital bill to put \$112,000 towards this project.

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

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Mayor Nelson referred to Agenda Item #10 – Consideration of an Award of Contract and Budget Amendment for the Brumley Drive Reconstruction Project Construction Engineering Services. Mayor Nelson called for a motion to Award a Contract and Budget Amendment for the Brumley Drive Reconstruction Project Construction Engineering Services to Strand Associates as proposed. Trustee Mitros so moved, seconded by Trustee Lofton.

Mayor Nelson introduced Public Works Director John Brunke to present. Brunke explained that in order to move forward with the Brumley Drive reconstruction project, the Village will need to contract for the construction observation services for the project. The not-to-exceed cost of the proposal from Strand Associates is \$120,000.00. The FY24 2021 Streets and Storm Sewer Improvement Fund Budget includes \$60,000.00 for this work. Since the construction portion of the project increased in size due to the addition of a large-scale storm sewer improvement for flood mitigation, the budget for the construction observation services will also need to be increased for the increased project length and scope. Strand Associates has completed the design engineering for the project, and they have completed construction observation services for the Village on a past project. Their work has always been professional and thorough, and Public Works Staff feels that their services would be best for this effort. Brunke discussed the list of the tasks included in Strand Associates scope of services for the project.

Public Works Director John Brunke stated that Public Works Staff recommends that the Mayor and Board of Trustees award the contract for the Brumley Drive Reconstruction Project Construction Engineering Services to Strand Associates in the not-to-exceed amount of \$120,000.00 and approve a budget amendment to line 17-01-4-746 in the amount of \$60,000.00. A representative from Strand Associates was present at the Village Board meeting to address any questions.

Mayor Nelson thanked Brunke for the presentation and inquired about the estimated total duration of the project.

Public Works Director John Brunke answered that the project was estimated to take fifty-five working days or three months and added that Brumley will be open for local traffic only and that residents will have access to their homes except for when construction will take place right in front of their home.

Trustee Driscoll stated that the proposal sounded good.

Trustee Lofton inquired about the timeline of the project.

Public Works Director John Brunke noted that they are hoping to start the project in March or April 2024.

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

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Discussion Items:

Mayor Nelson referred to Agenda Item #11 – Consideration of a Liquor License Request from 7th Floor Hospitality Group (1835 Dixie Highway Unit D). Mayor Nelson called for a motion to direct the Village Attorney to add a Class B Liquor License Request for 7th Floor Hospitality Group (1835 Dixie Highway Unit D).

Trustee Daggett so moved, seconded by Trustee Bradley-Scott.

Mayor Nelson introduced Village Manager Bridget Wachtel to present and noted that members of the 7th Floor Hospitality Group, Mr. Singleton and Mr. Morgan were also present. Wachtel explained that included in the Village Board meeting materials was an application for a liquor license, which has been submitted by Louis Morgan III, Manager of the 7th Floor Hospitality Group. 7th Floor Hospitality Group is seeking a Class B retail liquor license, which authorizes consumption off the premises. 7th Floor Hospitality Group has entered into a lease for 1835 Dixie Highway Unit D., which staff will note is a separate unit within the building known as 1615 Vollmer Road, which the 7th Floor Hospitality Group also owns. The 1615 Vollmer Road property will be home to a cigar lounge. The retail liquor store will be the sole provider of liquor to the private lounge. Their proposed hours of operation are a 9 pm close on Sunday – Thursday, and a 10 pm close on Friday and Saturday.

Village Manager Bridget Wachtel noted that in the Village Board meeting materials are shop drawings of the renovation project which provide details of the retail space and the cigar lounge. She also noted that the Village does not keep any liquor licenses ‘on the shelf.’ The Board would need to increase the number of Class B licenses by one. Currently, the Village’s Class B liquor licenses are held by retailers like Meijer. If approved, this would be the Village’s first liquor store. If the Board agrees, the Ordinance will be placed on the next agenda. Once approved, the owners would make an administrative application with the Village.

Mayor Nelson requested that Mr. Singleton and Mr. Morgan describe their investment and the condition of the property when they purchased it. She inquired about the layout of the business and where the alcohol and cigar sales would be, what their security measures would be, and food sales.

Mr. Singleton answered that the building was abandoned, uninhabitable, and had water damage and mold. Between acquisition and renovation costs, it will be close to one million dollars. Mr. Singleton explained that due to Illinois law, they needed to create separate business entities for tobacco and alcohol sales. He noted that they were members of the high-end cigar lounge, The Clayton, in Chicago and they will operate the same way. Mr. Singleton stated that members of the cigar lounge would have key-card access and security cameras. Non-members could purchase cigars, too, but the alcohol would not be set up like a liquor store. He explained that they were partnering with a chef to sell food in their business.

Trustee Lofton stated that he liked their proposal. He noted that he had been to The Clayton and expects that the 7th Floor Hospitality Group cigar lounge will be of the same caliber and will be a prized establishment.

Trustee Mitros commented about the need for different business entities and inquired about the retail and liquor sales.

Mr. Singleton described the plan for liquor sales and it being a cash-less establishment.

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Trustee Mustafa thanked them for submitting a comprehensive package including the architectural design and photos submission. She inquired about exterior signage for the liquor sales, whether customers could come in without being members, and their timeline for opening.

Mr. Singleton answered that there would be signage for the cigar lounge, but not for the alcohol sales. He noted that customers could come in without a membership, but that there will be a members-only lounge. He also explained that he is a Flossmoor resident and wanted to bring a downtown upscale business to Flossmoor. They plan to hold some soft opening events in late February and open to the public in mid-March.

Trustee Bradley-Scott thanked them for the presentation and noted that it looked to be a nice, upscale business and she thinks it will be great to have a cigar lounge in Flossmoor. She inquired about the plan for food sales in the business.

Mr. Singleton explained that their 7th Floor Hospitality business executive team has a chef, and they plan to open up a restaurant in Flossmoor in the future. The chef will help them bring food to the cigar lounge business as well, and they will have to utilize a ghost kitchen for delivery to the cigar lounge. He explained that they cannot operate a kitchen/ restaurant business there without creating a third business per Illinois law.

Trustee Daggett stated that their business was a fantastic business model and that it looked like they were executing it very well. He inquired about certain aspects of the business and noted that he likes the fact that it will be a community space as well.

Mr. Singleton answered that they will have about 150 alcohol labels and storage for members for their alcohol and to-go packaging.

Trustee Driscoll inquired about certain aspects of the business including alcohol sales, noting that Flossmoor does not have an establishment for alcohol sales besides a grocery store.

Mr. Singleton clarified that the purpose of the alcohol sales was to supply the cigar lounge but that they would also sell to anyone who wanted to buy a bottle of something to take home. They do not plan to advertise alcohol sales, though.

Mr. Morgan explained that they did not anticipate foot traffic for alcohol sales besides their patrons and noted that the purpose of the liquor store would be to serve the cigar lounge.

There was further discussion among the Board regarding the crafting of the liquor license and limiting alcohol sales from Unit D of the business.

Mayor Nelson called for a motion to direct the Village Attorney to draft the language for the Class B Liquor License. Trustee Lofton 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.*

MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF THE
VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON FEBRUARY 5, 2024

VILLAGE HALL

FEBRUARY 5, 2024

7:30 PM

ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Nelson referred to Agenda Item #12 – Presentation of the Fiscal Year 2024 Mid-Year Financial Review. Mayor Nelson introduced Village Manager Bridget Wachtel to present. Wachtel explained that the review focuses on the General Fund and Water and Sewer Fund, and that the review is for the first six months of the fiscal year to project and analyze the Village's revenues and expenses. Mid-year reviews have been instrumental in the Village to formulate short- and long-term plans to mitigate financial instability, and the Village Board has in the past taken actions to respond to the financial conditions. The studies are also important when the Village goes for a bond rating as the Village highlights that they do the mid-year financial review which has contributed to the Village obtaining an AA bond rating since 2009. It is a broad-brush analysis where the Village staff look for variances of \$5,000.00 or more, both under and over. Wachtel discussed the budget for the General Fund and subsequent budget amendments and noted that out of the \$1.2 million less in revenue, a lot of it is due to the Flossmoor viaduct project and the timing of the project. Wachtel highlighted the revenues and expenses that are trending higher and lower compared to budget. Wachtel noted that in looking at the projected fund balance compared to budget, there is an improvement of about \$370,000. The General Fund balance is expected to increase. Wachtel discussed the expenses and revenues of the Water and Sewer Fund, revenues are projected to be over budget by \$22,000, and the fund balance to increase as well. She noted that the mid-year trends show some improvement compared to budget, the health of the Water and Sewer Fund puts pressure on the General Fund, the General Fund has been impacted by additional outside pressures like inflation and state legislative decisions, grant monies have been instrumental in supporting capital improvements, and limited revenues. She noted that the fund balance remains healthy, but the Village's financial well-being has been built on strong policies and practices that should be maintained long-term. Full reports from the Village's departments were submitted with the Village Board meeting materials. Wachtel thanked Finance Director Novoa and all department heads for their assistance with the mid-year review project.

Mayor Nelson thanked Wachtel for the presentation and noted that the Homewood water supply contract continues to pay off and that it is great to see the improvement in the Water and Sewer Fund. Mayor Nelson thanked the Village Board, the department heads, and Wachtel for their efforts in securing grants for capital projects, which is unprecedented. She noted that the Village continues to work on development for the southwest portion of Flossmoor.

The Village Board complimented and thanked the Village staff and everyone involved for their hard work on the positive fiscal health of Flossmoor and noted that there is still work to be done to improve the Village's financial health.

In answer to Trustee Mustafa's inquiry, Wachtel noted that the Village cannot continue long term to draw down from \$600,000 per year to support operations without taking measures for economic development or other revenue sources to help support the daily operations.

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

FEBRUARY 5, 2024

7:30 PM

Other Business:

Mayor Nelson referred to Agenda Item #13 – A Motion to go into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition and Litigation.

There was no need to enter into Executive Session.

Trustee Mustafa complimented the Flossmoor Fire Department for their support in rescuing a man from a 125-foot tower in another town.

Trustee Bradley-Scott thanked the Public Works Department for their efforts to clean up litter in Flossmoor.

Trustee Daggett gave Finance Director Ann Novoa best wishes with the imminent birth of her baby.

Clerk LoGalbo thanked the Flossmoor Fire and Police Departments for their donations of Legos for the Lego Drive to benefit the Bricks of Hope Foundation.

Village Manager Bridget Wachtel requested input on the Creed on Lake application and noted that the owner would be returning at the next Village Board meeting.

Trustee Lofton noted the proposed location of the gaming room and whether it would be an issue.

There was discussion among the Board about the location of the gaming room.

Mayor Nelson stated that on Saturday, the Village would be celebrating the Lunar New Year, and she thanked the Community Relations Commission and Commissioner Molly Deugaw for their work on it. It will be taking place at the Flossmoor Public Library from 10:30 am – 12.

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 Bradley-Scott 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 9:52 pm.

Respectfully Submitted,



Gina A. LoGalbo

Village Clerk