

MINUTES OF MAYOR BRAUN AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF THE
VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON DECEMBER 7, 2020

VILLAGE HALL

DECEMBER 7TH

7:30 pm

Mayor Braun called the meeting to order at 7:34pm.

Village Clerk Ananda Billings took roll.

PRESENT: Mayor Braun, Trustees Bradley-Scott, Driscoll, Hoag, Lofton (7:44 p.m.),
Williams and Village Clerk Ananda Billings

ALSO PRESENT: Village Manager Bridget Wachtel, Assistant Village Manager Allison Matson,
Finance Director Scott Bordui; Police Chief Tod Kamleiter, Deputy Chief of
Police Clint Wagner, Fire Chief Greg Berk; Village Attorney Kathi Orr

CITIZENS PRESENT: Mayor Braun requested that any citizens who wished to identify themselves do so,
along with their address for the Village Clerk.

Dr. Lakshmi Emory, Barbara Todd, Myron Graham, Michelle Nelson, Justin and Charlotte Smith, Carrie
Malfeo, Mary Muse, Destiny Watson and Cathy Perino identified themselves on the call.

Introductory Comments

Mayor Braun stated that in order to mitigate the transmission of the virus and reduce risk of COVID-19
illness, the Village has been advised and directed by the State pursuant to public act 2020-0640, the
requirement of the members of the public body to be physically present has been suspended so long as it is
not practical or prudent due to the state of emergency in Illinois and the outbreak of COVID-19. Mayor
Braun believes it is not practical or prudent to allow in person gatherings due to the coronavirus pandemic,
however Village Manager Wachtel is present at the Village Hall for the meeting this evening. All citizens
are allowed and encouraged to participate remotely. Citizens were informed of this decision in advance
and invited to submit comments and questions ahead of the Board meeting.

This meeting along with all subsequent remotely held Board meetings will be recorded. He then noted that
public comment will be only available during the portion of the meeting during which the public is invited
to address the Board. As communicated to the public earlier, those questions that were submitted to staff
in advance of the meeting would also be addressed during this time.

Approval of the Minutes of the Regular Meeting Held on November 16, 2020

Mayor Braun asked the Board if they had any further changes or comments. He called for a motion to
approve the minutes of November 16, 2020. Trustee Bradley-Scott so moved, seconded by Trustee Driscoll
and passed by a roll call vote.

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

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Citizens Present Wishing to Address the Board

Mayor Braun

Mayor Braun asked Assistant Village Manager Matson if any citizens submitted comments or questions prior to the meeting. Ms. Matson read the comment from Michelle Nelson wishing a happy birthday to Juanita Mitchell and Ed Strzelec and thanking Chief Kamleiter for his decision to remove the blue line graphic from squad cars.

Mayor Braun noted that there were many comments made on social media that referenced the thin blue line. Police Chief Tod Kamleiter prepared a statement in response which he read into the record. His statement was as follows:

“In response to comments made to the Board, and other requests from residents regarding the graphics of the department’s squad cars, the Flossmoor Police Department has decided to remove the blue line from the current marked squads, and it will not be included in future graphics. This decision came after discussions I’ve had with members of the department, and we all agree that our commitment to protecting the community – all members of the community – is our highest value and one for which we took an oath. We will not let a graphic create a division between us and the community who we promised to protect. This decision was made before the Thanksgiving holiday and all but one squad has had the graphic removed. The final squad will be worked on shortly. I have been and remain committed to strengthening our relationship with the residents of the village in which we serve; anything in the way of that would be counterproductive to that goal.”

Mayor Braun asked if any citizens on the Zoom meeting wished to make a comment or ask a question. Dr. Lakshmi Emory congratulated the Board on the Chief’s statement. She believes it is a great decision going forward. She also asked if there was any plan to address the flooding at 190th and Crawford. Public Works Director Brunke stated that he was not familiar with flooding in that area but he will be happy to talk to the residents on that issue, and he thanked Dr. Emory for bringing this to their attention.

No other citizens wished to address the Board.

Mayor Braun referred to Agenda Item #1: A Honorary Resolution for Juanita Mitchell

Mayor Braun read the resolution honoring Juanita Mitchell on her 109th birthday. He and the Board then congratulated Ms. Mitchell and thanked her for being a valuable member of our community.

No vote was required.

Mayor Braun referred to Agenda Item #2: A Honorary Resolution for Edward Strzelec

Mayor Braun read the resolution honoring Edward Strzelec on his 100th birthday. He and the Board thanked Mr. Strzelec for his service to the community and offered their congratulations.

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No vote was required.

Mayor Braun referred to Agenda Item #3: A Honorary Resolution for Mary Muse

Mayor Braun read the resolution honoring Mary Muse. He and the Board thanked Ms. Muse for her service to the community and offered their congratulations.

No vote was required.

Mayor Braun referred to Agenda Item #4: A Honorary Resolution for Carrie Malfeo

Mayor Braun read the resolution honoring Carrie Malfeo. He and the Board offered their congratulations and appreciation for her service to the community.

No vote was required.

Mayor Braun referred to Agenda Item #5: Consideration of a Design Engineering Agreement for the ACOE Berry Lane Drainage Improvements Project

Public Works Director John Brunke addressed the Board. Earlier this year, the Village was notified that we have been selected by the Army Corps of Engineers (ACOE) for a Section 219 Grant for a storm water improvement project related to the Flossmoor Road Viaduct Drainage Improvements Project. The project will fund the upstream Berry Lane Drainage Improvements Project. The Section 219 Grant is for a \$2,000,000 project, with \$1,500,000 coming from the Army Corps of Engineers and \$500,000 coming from the Village as matching funds. The total estimated construction cost for this project is \$1,646,666, and the Village's matching funds will go towards the balance of project construction and the ACOE's project management costs. In order to move forward with the grant project, the Village must complete the project design engineering, which is not included in the grant's matching costs of \$500,000. Additionally, the ACOE has a firm timeline and milestones for the project. The first upcoming deadline is submittal of the project's pre-50% project plans by February 8, 2021. Because of the speed with which the Army Corps project is moving, it would not be feasible to use a new engineer; the current RFQ process for engineering firms is moving forward, but staff is still in the process of reviewing submissions. Therefore, staff recommends entering into agreement with Baxter & Woodman, as the firm has already completed the initial engineering for the project. Staff consulted with other engineering firms to determine whether Baxter & Woodman's fees are in line with the industry for a project of this type and they are.

Mayor Braun noted that concern given that due to timing, this was not sent out to bid as it normally would be. Trustee Williams echoed this sentiment and commented that she would normally like to see this go out to bid but given the circumstance, understands the decision to move forward on this path. The Trustees also discussed how to mitigate this issue in the future. Public Works Director John Brunke and Village Manager Bridget Wachtel commented that the current RFQ process calls for stormwater management and pavement management experience. They hope that the outcome of the interviews will result in a couple of engineering firms with whom we can negotiate a contract to do business with the Village which will allow us to turn to multiple firms for proposals in this type of situation.

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Mayor Braun asked the Board if they had any questions and as there were none he called for a motion to approve the Design Engineering Agreement for the ACOE Berry Lane Drainage Improvements Project as presented. Trustee Mitros so moved, seconded by Trustee Williams and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #6: Consideration of the Approval of Budget Amendments to the Fiscal Year 20-21 Budget

Finance Director Scott Bordui addressed the Board. He informed the Board that while preparing the 2020 Tax Levy Ordinance for the December 7, 2020 Village Board meeting, it came to his attention that budget amendments are needed in order for the Tax Levy Ordinance to be in line with the FY21 budget. Specifically, the Library IMRF estimated levy exceeds the Library expenditure budget by \$5,834. A budget amendment is needed so that the IMRF levy line item does not exceed the budget. The Library approved budget amendments to address this along with several other items at their meeting on November 10, 2020.

Mayor Braun asked the Board if they had any questions and as there were none, he called for a motion to approve the Budget Amendments to the Fiscal Year 20-21 Budget as presented. Trustee Williams so moved, seconded by Trustee Mitros and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #7- Consideration of An Ordinance for the Levy and Assessment of Taxes for the Fiscal Year Beginning May 1, 2020 and Ending April 30, 2021 of the Village of Flossmoor, County of Cook, State of Illinois

Finance Director Scott Bordui addressed the Board. At its meeting on November 2, 2020, the Village Board established an estimated 2020 tax levy, thereby, allowing the Village to adopt the final levy at the December 7, 2020 Board Meeting. As discussed on November 2, the Village levy of \$6,717,121 results in a 1.44% increase in dollars as compared to the 2019 extension. The total levy per the ordinance, which includes the Flossmoor Public Library, is \$8,177,389. He then asked the Board to approve the ordinance for the levy and assessment of taxes for the fiscal year beginning May 1, 2020 and ending April 30, 2021.

Mayor Braun asked the Board if they had any questions and as there were none, he called for a motion to approve the Ordinance for the Levy and Assessment of Taxes for the Fiscal Year Beginning May 1, 2020 and Ending April 30, 2021 of the Village of Flossmoor, County of Cook, State of Illinois as presented. Trustee Williams so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #8- Consideration of A Resolution Directing the Cook County Clerk for Reduction of the 2020 Tax Levy in the Event Tax Cap Limitations are Exceeded by the Village of Flossmoor, County of Cook, State of Illinois

Finance Director Scott Bordui addressed the Board. The resolution directs the County Clerk, in the event of the 2020 tax levy exceeding tax cap calculations at extension, to reduce the levy in a manner which does not reduce the three capped-ceiling levy lines below the amounts levied by the Village Board. If the Village's tax levy exceeds the tax cap, absent direction of the Village, the County Clerk will reduce the tax levy across all levy lines. This is a strategy we have used for many years and our ability to provide direction to the county has proven to be successful.

Mayor Braun asked the Board if they had any questions and as there were none, he called for a motion to approve the Resolution Directing the Cook County Clerk for Reduction of the 2020 Tax Levy in the Event Tax Cap Limitations are Exceeded by the Village of Flossmoor, County of Cook, State of Illinois. Trustee Mitros so moved, seconded by Trustee Lofton and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #9- Presentation of Strategic Plan Update (Second Quarter FY 2021)

Village Manager Bridget Wachtel addressed the Board. Staff has provided quarterly reports to the Village Board at Board meetings to share what activities and programs have supported the strategic priorities and what next steps will be taken. There are five areas of strategic focus: Finances & Services, Infrastructure, Business, Diversity & Communications, and Housing. Ms. Wachtel detailed the goals, projects, and outcomes for each consideration.

FINANCE AND SERVICES

The goal for our finances & services is to achieve a balanced budget with funding for prioritized services and infrastructure improvement. In the past quarter, the Village entered into an intergovernmental agreement with Cook County for CARES and submitted paperwork for reimbursement of approximately \$222,000 in costs related to COVID. We also went live with most modules of a new financial software

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system. Staff continued to respond to the COVID-19 pandemic and updated our local resurgence plan to prepare for the anticipated fall resurgence.

Over the next quarter, we will be completing the FY21 mid-year review and continuing to monitor FY21 revenues carefully. As part of the new financial software system, we will implement the new InvoiceCloud customer payment portal and BS&A online services for utility billing, miscellaneous receivables and building permits.

INFRASTRUCTURE

The next area of focus is under infrastructure. This quarter, the Village completed the first phase of the FY21 street resurfacing program for Hamlin, 190th Street and Sunset Avenue and the FY 21 annual sidewalk replacement program for approximately 224 squares of sidewalk replacement. The Board passed an ordinance placing a \$10 million bond referendum question on the November ballot, and the Village launched an education campaign in September. The Village was awarded a \$754,000 grant from MWRD for flooding mitigation projects on Douglas and Hagen and received verbal notice of approval from the Army Corps of Engineers for the Flossmoor Road viaduct and Berry Lane storm water improvements in the amount of \$1.5 million with a \$500,000 local match.

In addition, under the strategic priority for infrastructure, the Village partnered with Baxter & Woodman Engineering for preliminary engineering for the Flossmoor Road Viaduct and Berry Lane flooding mitigation project using Rebuild Illinois Bond funding that will be allocated to the Village over the next few years. As an interim step, we worked with Baxter & Woodman to consider pumping option for Berry Lane and used MJ Underground to televise and clean the storm water sewers serving Berry Lane. The Village's consultant presented revised options to the Village Board for the Central Business District Roadway, Pedestrian and Streetscape Improvements, and the Board directed staff to move forward with a preferred option and apply for a grant for the construction portion of the project. Finally, based on a due diligence study, the Board directed the Village Attorney to begin negotiations with the Village of Homewood for a new water supply from the City of Hammond.

Moving forward, in the next quarter, work will begin on the issuance of bonds for the street, sidewalk and stormwater projects including a bond rating review and the procurement of consulting engineers for the projects. We will also continue negotiations with the Village of Homewood for water supply from Hammond through Chicago Heights and Homewood.

BUSINESS

The goal of our business focus is to engage in an economic development program: Attract, retain and help revitalize businesses and attain the development of available commercial properties.

The past quarter, the Village ran golf and dining-related ads on social media and Google during the BMW Championship at Olympia Fields, created a dining specific page on the Village website and supported businesses in the downtown by funding outdoor dining tents in front of Bistro on Sterling and Dunning's Market. We also worked with the businesses to evaluate options for winter outdoor dining, including supporting Flossmoor Station with a tent and heaters. Additionally, we continued discussions with a developer interested in developing approximately four acres on Vollmer Road to the east of the Meijer gas station for commercial use and a developer interested in the Flossmoor Road property.

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Moving forward we will continue to market Village-owned properties and continue to look for opportunities to support local businesses and the Flossmoor Business Association.

DIVERSITY & COMMUNICATIONS

The goal of our Diversity & Communications initiative is to foster a diverse, united and inclusive community. The past quarter, the Village held the rescheduled New Resident Event virtually on September 26, launched a police officer recruitment and publicized the second One Book One Flossmoor featuring The Book of Unknown Americans by Cristina Henríquez. We also continued research into methods and practices for diversifying the Village's pool of vendors and began working with You Matter 2 to support their proposed 2021 Juneteenth parade on Governors Highway and fest at H-F High School. Additionally, Village Manager's Office and Police Department employees and Community Relations Commissions members participated in YWCA Equity workshops including Understanding Power & Privilege, What is White Supremacy Culture?, and Cultural Humility and Advocacy.

Moving forward, in lieu of public events, we will continue to plan virtual and socially distanced events to continue to build community and evaluate opportunities to hold in-person events as the Restore Illinois Plan proceeds.

HOUSING

The goal of our Housing initiative is to enhance the Village's housing stock and increase property values. During the quarter, the Village has tracked and updated the Discover Flossmoor campaign on social media, Google ads and website and completed the design of the Discover Flossmoor brochure to be rolled out in 2021. As of October 31, 2020, there were 68 vacant or foreclosed properties registered through ProChamps, a decrease of fourteen from the previous quarter.

Moving forward, staff will continue the Historic Building Survey with the assistance of the Carlile Group and resident volunteers.

Other significant items to note during the most recent quarter: With the derecho storm in September, Public Works spent several weeks performing cleanup operations. Also the Green Commission held a successful rescheduled Recyclepalooza event on October 3.

All members of the Board and the Mayor thanked Ms. Wachtel and staff for putting together a comprehensive report and for continuing to address the needs of the community, especially during the pandemic.

Trustee Williams applauded staff for all of the work that they do, especially given the work done with a relatively small staff. She noted that we give real thought to the issues and therefore we get real work done.

Trustee Mitros echoed Trustee Williams' comments.

Trustee Lofton echoed staff's good work and that the quarterly reports are wonderful. With the onset of the vaccine, he believes that the opportunity for economic development will be enhanced and therefore we

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will need to look at our plan to look at areas that are available to see how we can add business volume to these areas. He also noted that we might want to push funds to economic development.

Trustee Hoag appreciated the report and noted he is particularly impressed with the work the Village is doing on infrastructure. He believes we are positioning the Village exceptionally well for the future.

Trustee Driscoll noted that he is excited that we are addressing the flooding and streets and sidewalks and is also excited to see our housing values increase. He also encouraged everyone to take the walking tour of Flossmoor and said that the Art Commission has done a fantastic job on this project. Ms. Wachtel informed the Board that the app is called "Otocast" and you can search for Flossmoor's program on the app.

Trustee Bradley-Scott said that she always appreciates the updates and that it is wonderful to hear how the work has culminated over time. She also said that she feels the residents and staff are dedicated to moving things forward and keeping the energy of the Village up. The Village continues to move the needle, even despite the pandemic.

No vote was required.

Mayor Braun referred to Agenda Item #10: Consideration of a Resolution Requesting Temporary State Highway Closures for Juneteenth Parade on June 19, 2021

Assistant Village Manager Allison Matson addressed the Board. She informed them that You Matter 2, a local non-profit organization founded by H-F High School graduate Destiny Watson, is proposing to hold the first-ever HF Juneteenth Parade and Festival on June 19, 2021. The parade will step off at 1 p.m. at the corner of 183rd Street and Governors Highway and proceed down Governors to the high school. The fest is scheduled to take place until 8 p.m. in the south parking lot of the high school and feature music, food and booths by Black-owned businesses. As part of the application to the Illinois Department of Transportation to close state highways for the event, the Village is required to approve a resolution authorizing the parade.

Allison Matson also noted that Destiny Watson is the founder of You Matter 2 and is present at the meeting.

Trustee Bradley-Scott commented that Ms. Watson is a brilliant person who brings wonderful energy to any project she is on.

Trustee Driscoll said that he hopes we are able to host in in June for the in person event.

Trustee Lofton applauded Ms. Watson for this effort and he noted his happiness that she organized this event for this important day. He is looking forward to participating and being there.

Trustee Hoag said that this is a wonderful idea and he inquired as to if the Village specific festival for Juneteenth would be replaced by the larger community event. Ms. Matson said that they were looking for an organization to partner with and believes this will make for a better event with a larger community impact.

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Trustee Williams said she clearly supports this event and noted that the website is taking donations and she has already donated to the cause tonight.

Mayor Braun asked the Board if they had any questions and as there were none he called for a motion to approve the Resolution Requesting Temporary State Highway Closures for Juneteenth Parade on June 19, 2021, as presented. Trustee Lofton so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

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

Mayor Braun referred to Agenda Item #11 – Consideration of an Ordinance Granting Emergency Powers to the Mayor of the Village of Flossmoor, Cook County, Illinois

This is the regular renewal of the ordinance granting emergency powers to the Mayor due to the coronavirus pandemic.

Mayor Braun asked the Board if they had any questions and as there were none, he called for a motion to approve the Consideration of an Ordinance Granting Emergency Powers to the Mayor of Flossmoor, Cook County, Illinois.. Trustee Mitros so moved, seconded by Trustee Williams and passed by a roll call vote.

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

Mayor Braun referred to the Finance Committee – Presentation of Bills for Approval and Payment (December 7th 2020)

Trustee Mitros made a motion to approve hand checks in the amount of \$3,707.24 and invoices in the amount of \$281,068.65 for a total of \$284,775.89. The motion was seconded by Trustee Bradley-Scott and passed by a roll call vote.

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

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Other Business:

Much like on the 4th of July, there will be a parade of Village vehicles on December 11th from 4:30-5:15. Santa and Mayor Braun will do a tree lighting and will celebrate as best as we can during the pandemic.

Mayor Braun referred to Agenda Item #12 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 therefore no vote was required.

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 Williams and passed by a roll call vote.

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

The Regular Meeting ended at 9:00pm.

Respectfully Submitted,

Ananda Billings

Ananda Billings
Village Clerk