

***Minutes Of The Regular Meeting Of The Board Of Trustees For The Village Of University Park, Will And Cook Counties Illinois, Held Tuesday, September 22, 2015 At #90 Town Center Drive In The Village Of University Park***

**A. CALL TO ORDER**

Mayor Pro-tem Trustee Larry Brown called this regular meeting of the Board of Trustees to order at 7:12 p.m.

**B. ROLL CALL**

Mayor:	Vivian E. Covington	Absent
Trustees:	Larry B. Brown	Present
	Paula C. Wilson	Present
	Milton C. Payton	Present
	Oscar H. Brown, Jr.	Present
	Keith J. Griffin	Present
	Joseph E. Roudez, III	Present

Also present were Village Manager Bola Delano, Attorney Matt Welch, Finance Director Sharon Floyd, Police Chief John Pate, Parks & Recreation Director Keely Childress, Golf Course General Manager/PGA Pro Paul Blockoms, Deputy Fire Chief Brain Chellios, IT Director Deryl Bolton, Director of Governmental Affairs Tim Williams, HR Director Maxine Jackson, and Deputy Clerk Jacelia Kelly.

**C. PLEDGE OF ALLEGIANCE**

Mayor Pro-tem Larry Brown led the audience in the pledge of allegiance to the Flag of the United States of America.

**D. APPROVAL OF MINUTES**

Trustee Griffin moved, Trustee Wilson seconded a motion to approve the minutes of the regular meeting of the BOT held Tuesday, September 8, 2015.

Ayes: Trustees Larry Brown, Wilson, Payton, Griffin, Roudez and Oscar Brown.  
Nays: None  
Absent: Mayor Covington.

***Motion To Approve Carried.***

**E: GENERAL PUBLIC COMMENTS**

Mrs. Morgan greeted the Board and asked questions regarding the Cable Studio.

Rev. Parker-Smith of First Baptist Church greeted the Board and informed everyone regarding the prison ministry that the Church will be starting. For more information please call 708-534-2224.

Mrs. Lawson greeted the Board and announced that the University Park Library will be hosting a fun day on October 10, 2015 from 9:30am – 12:30pm she encouraged participation.

Ms. Deborah Stroud greeted the Board and announced that the Senior Committee Meeting is held every second Wednesday of each month, and invited the Senior Citizens 55 years and older to come and join them.

**F-1: UNFINISHED BUSINESS**

**F-1a: Resolution Celebrating And Honoring Former Police Commander Acting Police Chief Darryl Stroud, PhD for his Twenty –three (23) Years of dedicated service (1992-2015) On His Retirement**

Mayor Pro-tem Larry Brown announced that Former Police Commander (Acting Police Chief) Darryl Stroud Resolution would be provided at a later meeting. However, Police Chief Pate read a list of accomplishments and services that had been provided by Acting Chief Stroud over the past 23 years that he served the Village of University Park, the region and State.

No vote was taken.

**F-1b: 1<sup>st</sup> Reading – Ordinance Amending Section 230-08 Of Chapter 230 Of Title Six Of Part Two Of The Codified Ordinances Of The Village Of University Park, Will And Cook Counties, Illinois Pertaining To The Employment And Duties Of Part-Time Police Officers**

Trustee Roudez moved, Trustee Oscar Brown seconded a motion to approve first reading of this ordinance.

Ayes: Trustees Larry Brown, Wilson, Payton, Griffin, Roudez and Oscar Brown.  
Nays: None.  
Absent: Mayor Covington.

**Motion to approve carried.**

**F-2: NEW BUSINESS**

**F-2a: 1<sup>st</sup> Reading – An Ordinance Of The Village Of University Park, Will And Cook Counties, Illinois Authorizing An Intergovernmental Agreement By And Between The Board Of Education Of Crete-Monee Community School District 201-U And The Village Of University Park Establishing A Reciprocal Reporting System.**

Trustee Griffin moved, Trustee Roudez seconded a motion to approve first reading of this ordinance.

Ayes: Trustees Larry Brown, Payton, Griffin, Roudez and Oscar Brown.  
Nays: Trustee Wilson.  
Absent: Mayor Covington.

***Motion carried to Approve.***

**F-2b: Resolution Approving A Development Agreement By And Between The Village Of University Park And University Park P1, LLC For The University Village Development.**

Trustee Payton moved, Trustee Roudez seconded a motion to approve this resolution.

Trustee Griffin commented that he wanted the attorney to review the agreement within 15 business days.

**Amendment to the Main Motion**

Trustee Roudez moved, Trustee Wilson seconded a motion to amend the main motion to read approval of the Development Agreement by and Between The Village Of University Park And University Park P1, LLC For The University Village Development With The Review Of The Village Attorney.

Ayes: Trustees Larry Brown, Wilson, Payton, Griffin, Roudez and Oscar Brown.  
Nays: None.  
Absent: Mayor Covington.

***Motion To Approve Carried.***

***Resolution Number: R2015-20***

**F-2c: Motion Acknowledging Receipt of The Treasurer's Report.**

Trustee Roudez moved, Trustee Griffin seconded a motion to o acknowledge receipt of the Treasurer's Report.

Ayes: Trustees Larry Brown, Wilson, Payton, Griffin, and Oscar Brown.  
Nays: Trustee Roudez.  
Absent: Mayor Covington.

**Motion to approve carried.**

**F-2d: Bills Payable**

Trustee Roudez moved, Trustee Wilson seconded a motion to approve a listing of general operating funds for the Village of University Park from September 9, 2015 to September 22, 2015. The following is a list of funds charged for those expenses.

General Operation Fund	\$ 111,625.91
Road & Bridge	\$ 271.81
Town Center	\$ 1,212.40
Debt Service	\$ 425.00
Golf Course	\$ 5,665.49
TIF V- Dralle	<u>\$ 685,493.67</u>
<b>Total</b>	<b>\$ 804,694.20</b>

Trustee Griffin questioned check numbers: 85549, 85558, 85563 and 85582.

Trustee Brown questioned check numbers: 85550 & 85597.

Trustee Larry Brown requested a copy of all the Village of University Park Legal bills with the date range of April, 2015 to current.

Ayes: Trustees Larry Brown, Wilson, Payton, Oscar Brown.  
Nays: Trustee Griffin and Roudez.  
Absent: Mayor Covington.

**Motion To Approve Carried.**

**H. REPORTS OF MAYOR, TRUSTEES, CLERK, MANAGER, APPOINTED  
OFFICIALS, and COMMITTEES**

**REPORT OF VILLAGE MANAGER**

Village Manager Delano announced that the Village should see a decrease the Utilities bills due to the correction with the locator forms; she announced that the Streets of the Village have been cleaned by the street sweeper and commented that the Public works Department for doing a great job.

**Village Manager's Report – continued:**

Manager Delano noted that the Village is addressing the resident's concerns regarding Ash trees and the pothole issues on Greenbriar Lane, and the Village is looking for those issues to be resolved in the next couple of weeks; she noted that the Village is 3.5 million in debt and the Village has been over spending, and cuts need to be made. She noted that jobs are being posted and are open for people to apply; she also stated that for the Employees that lost their jobs everything was done correctly, and management spoke to the Unions because it has been discovered that there has been malpractice within the union procedures, and with previous Managers. Manager Delano also stated that the Village is not willing to fire people, but if it's found that there is abuse of the systems, abuse of time, and theft going on, employees will be dismissed, which has not been an easy decision to make.

Village Manager Delano noted that there has been quite a few issue within the police Department. The States Attorney office requested files which cannot be found in the Department. She also stated that if there are concerns please feel free to come to Village Hall to ask questions. The Manager also stated that personnel records cannot be FOIA because of the sensitive nature of the record.

**REPORTS OF APPOINTED OFFICIALS**

Finance Director Sharon Floyd reported that she attended a TIF Conference last week, and the Conference was highly informative. She noted that the Village Of University Park has several TIF Districts and it is very important that we stay in compliance with the TIF laws. She noted that during the TIF Conference there was lots of discussion regarding municipality administration expenses and overhead cost, and she noted that there is no administration cost or overhead cost that can legally be transferred from the TIF Fund to the General Fund, and that she has great concern regarding this issue because that is what she has been seeing in her review of the TIF finances, and the Village of University Park General Fund. She further stated that we cannot budget for administrative cost from our TIF funds. However, in our last year's budget we budgeted 2.5 million dollars and this cost is not allowed according to the TIF Law. Director Floyd stated that as she move forward in review of all the TIF Agreements with the assistance of the Village Attorneys, it is very important that we become compliant with the Village TIF. She also noted that if you take a look at the 2012 audited financial statements you will see that there are two TIF Funds that our general fund owes almost 10 million dollars, and it is of great concern that we continue to work on our TIF reporting, and stated we need to develop Policies and Procedures, and we need to adjust our general fund operation by 2.5 million Dollars for the TIF alone. Additionally, we need a Phase II budget adjustment that will cut the budget by 15% which would get us there by 85 %, and we will still need the \$884,000.00 in the budget.

HR Director Maxine Jackson reported that she attended an HR Law Seminar, which was an update on the HR Laws, and she found that we are not in compliance with the law. She referenced the Health Care Law and stated that if the Village does not become compliant the Village will pay a Cadillac tax; the Village will need to make some adjustment to the health insurance in order to become in compliance. She stated that we are not in compliance with job descriptions, and she will be working to ensure that the job description are in compliance with the EEOC. The HR Director noted the job opening within the Village.

Chief Pate noted that the States Attorney's office has requested records regarding all internal affairs investigation and allegations within the police department which occurred over several years. Based on his assessment of, and review of the personnel files within the police department the records are unavailable, and he has not been able to find any evidence of any internal investigation done on any officers that currently works for the police department. Chief Pate notes that University officer disciplinary act requires law enforcement officials. The procedures are that the officer must give an official statement and be aware of the charges that have been brought against them. He stated that he had not been able locate any records in regards to this, and that he will be working with the Village Manager to develop a process and procedures to start a tracking system that will keep record of citizen complaints as well as internal complaint. As the chief of police he can file a case or charge against a police officer with an impartial third party. Chief Pate noted that the position of commander has been posted, using law enforcement best practice the position will be offered internally to officer that work in the police department. He explained the screening process, it will be narrowed down to 2 or 3 candidates, then he and the Village Manager will select the best candidate for the next commander; he will be updating and redeveloping policy and procedures according to Law enforcement best practices, and is working with the Village Manager to bring in a third party to look at our policy & procedure. They are currently working on an annual report to include the status of your town crime rate, and he welcomes any members of the Fire & Police Commission to stop by the police department, call his office to get on his calendar, or he can come to them.

**H-1: Mayor's Report:**

In the absence of Mayor Covington, no report was made.

**G. EXECUTIVE SESSION**

Trustee Roudez moved, Trustee Payton seconded a motion to move into executive session for purposes of personnel at 9:07 p.m.

Ayes: Trustees Larry Brown, Wilson, Payton, Griffin, Roudez, and Oscar Brown.

Nays: None.

Absent: Mayor Covington.

**Motion To Approve Carried.**

The Board returned from executive session at 10:00 p.m.

Trustee Griffin moved, Trustee Oscar Brown seconded the motion to return to the regular meeting and announced that a Special meeting would be held September 25, 2015 at 7:00 p.m.

Ayes: Trustees Larry Brown, Wilson, Payton, Griffin, Roudez, and Oscar Brown.  
Nays: None.  
Absent: Mayor Covington.

***Motion To Approve Carried.***

## **I. ANNOUNCEMENT OF SCHEDULED MEETINGS**

None.

## **J. ADJOURNMENT**

Trustee Griffin moved, Trustee Wilson seconded a motion to adjourn the regular meeting of the Board of Trustee at 10:01 p.m.

***Motion to Adjourn Carried by Unanimous Voice Vote.***

*Respectfully Submitted,*

---

*Dorothy R. Jones, MMC, RMC  
Village Clerk*

By: Jacelia Kelly, Deputy Clerk