

# **The Regular Meeting Minutes Of The Board Of Trustee For The Village Of University Park, Will And Cook Counties Illinois, Held Tuesday, April 28, 2009 At #90 Town Center Drive, In The Village Of University Park.**

## **A. CALL TO ORDER**

Mayor McCowan called this regular meeting of the Board of Trustees to order at 8:40 p.m.

## **B. ROLL CALL**

Mayor:	Alvin R. McCowan	Present
Trustees:	Sharon A. McGuire	Present
	Oscar H. Brown, Jr.	Present
	Vivian E. Covington	Present
	Jimmie D. Young	Present
	Joseph E. Roudez, III	Present
	Larry B. Brown	Present

Also present were Village Attorney Forest Miles, Interim Village Manager/Finance Director David Sevier, Village Treasurer James Ellis, Police Chief Mel Easley, Executive Liaison Johnna Townsend, Public Works Director Jerry Townsend, Fire Chief Charles Exner, Parks & Receptions Director Robert Graham, Golf Club Manger/PGA Golf Pro Paul Blockoms, Director of Communications Sherry Williams, Economic & Community Development Director Kimberly Porter, and Village Clerk Dorothy R. Jones.

## **C. PLEDGE OF ALLEGIANCE**

Mayor McCowan led the audience in the pledge of allegiance to the Flag of the United States of America.

## **D. READING OF MINUTES**

Trustee Covington moved, Trustee Young seconded a motion that the Board approved minutes of the regular meeting of the Board of Trustees held April 14, 2009 as amended to include statements, questions and request for information from Trustee Oscar Brown and Trustee Covington which included the following highlighted insertions:

**Reading of Minutes – continued:**

Trustee Oscar Brown asked when would we have an estimate for fixing the Town Center and repairing the Sign; if there had been any discussions, or if notices had been sent out regarding repairs to Madisen Lane and Kevin Lane in the Rosedale Subdivision, how much is the bond to repair those streets, and if we had an estimate of the cost for repairs to those streets;

Trustee Oscar Brown asked Mr. Sevier if he had obtained any cost estimates for roof repairs and painting of the Town Center; Who has the responsibility for Will-Center Road leading to the elementary school, and is that street on the list for repairs; When will the tree on Circle Drive, near 525 be removed, and what is the plan; When will the Village purchase a Street Sweeper that was approved at the last finance committee meeting that he attended. He also requested copies of the check used to purchase the 2009 Ford Expedition along with all other documentation, and other checks, specifically check numbers 65548, 65549 and 65550 that were approved on the last Bills Payable List for the purchase of the three new squad cars along with all documentation; checks used for the initial purchase and lease agreement; He also requested copies of Village Ordinances dealing with purchases, bills payable, check signatories and a list of all personnel who are driving a village owned vehicle and the purpose for their use.

Trustee Covington requested copies of the complete transactions relating to the vehicle, including copies of checks involved.

Ayes: Trustees McGuire, Oscar Brown, Covington, Young, Roudez, and  
Larry Brown  
Nays: None.  
Absent: None.

***Motion to approve carried as amended.***

## **E. NON-DISCUSSION AGENDA**

### **E -1: Village Manager's Report**

Interim Village Manager David Sevier reported that with the assistance of Public Works Director Jerry Townsend, he received word today that starting on May 18 thru May 22, our railroad crossing at Governors Highway and University Parkway will be repaired, and asked residents to please be patient during this time and obey the detour signs; We tentatively have a workshop scheduled for May 12, 2009 regarding the Cicero Avenue Project and a status update from our Consultant regarding all projects submitted for funding.

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

Mr. Sevier reported that he has provided the Board with a copy of the current Village Policy Manual for review in preparation for comparison to the revised village policy manual that he will present to the Board in May 2009. And at the request of Trustees Oscar Brown and Vivian Covington, I have provided you with the information regarding checks 65548, 65549, and 65550. In addition, along with Trustee Larry Brown, I have provided the documentation on the 2009 SUV and its return. Also, I have provided Trustee Oscar Brown with a copy of the vehicle use policy along with a list of employees who have use of village vehicles as requested, and to Trustee Covington, we are still working on your request for copies of all village contracts.

Trustee Roudez asked for an update on the Will County Summer Youth Job Program, and Trustee Covington asked for a status on repairs to the Town Center Sign.

Manager Sevier responded that he will check with Will County relating to the status of that program; and that he contacted Landmark Sign Company and is looking at replacing the panels and lights, but he might hold off for awhile, because we might have one additional tenant that he will bring before the Board in about three weeks.

Trustee Covington stated that she has asked several times for access to the trains that were supposed to have been auctioned off, so that they can be used for Family Fling, and asked to know the location, or disposition of those trains, and stated that she would like to see the trains and the transaction of any trains that were sold.

Manager Sevier responded that the trains are in the Village's possession, and only one had been sold.

Trustee Covington asked if the Village of University Park have any plans to annex the closed American Lock property into the Village.

Attorney Miles responded that the size of the property is a few acres more than the State Law allow for forcible annexation, current State Law prohibits the Village from forcible annexing the property. However, we have talked about requesting amendments to State Law that would allow us to annex the property, and he recently spoke with potential buyers of that property about annexing the property into the Village of University Park and provide some economic incentives if they decide to open up businesses there. However, until the law is changes the Village can do nothing to force then to annex into the Village of University Park.

Trustee Covington asked Manager Sevier for a breakdown of credit card users and usage, and stated that she wants to see the resignation letter from Kari Boykin, including the date of resignation to make sure that we are legal, because at the last meeting a large insurance payment was made for her, and she wants to be sure that it is a wash. Manager Sevier stated that he would take a look at her request.

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

Trustee Larry Brown referred to the 40 Electric Golf Carts still at the Golf Club, and asked when would they be picked up, and requested an for the amount of postage used for mailing on April 3<sup>rd</sup> and the amount of overtime for making Robo Calls for the period from April 3<sup>rd</sup> through April 7, 2009.

Manager Sevier responded that we have requested on a weekly basis that the company pick up those carts, but so far they have refused to do so, and he would check into the other request of Trustee Larry Brown.

Trustee Oscar Brown asked if the cost estimate for repairing the Town Center sign would also include fixing the frontage along the Town Center and how long would that take.

Manager Sevier responded that he would be seeking a separate quote for the frontage along the Town Center..

Trustee Oscar Brown asked when would the streets in the Rosedale Subdivision be dedicated, sealed and delivered to us and what would it take to get the streets fixed in the Rosedale Subdivision, and what are the legal issues for repairing Will-Center Road.

Manager Sevier stated that he had conversations with the Developer who is concerned with duplication of cost, and issues relating to a special service area.

Attorney Miles stated that the special service area the developer is referring to has nothing to do with dedication of the streets, it deals with a retention area. In order for the Village to accept the streets, the second lift of asphalt must be put on, the Engineer must inspect the streets, and a bond to insure compliance with village ordinances must be put up. Relating to Will-Center Road Attorney Miles stated that we have 1.5 million dollars in escrow for erection of a storm sewer runoff, but we need use of an easement. However the Will County Forest Preserve have control over the easement, and have not yet granted permission for use of that easement. The most recent meeting with Will County seemed more productive, however they do not want pipes underground that could potential hamper their plans to maintain that area as Wetland. He further stated that he received a proposal from our engineer that could possible allow the Village to accomplish our needs and Will County to accomplish their objectives and not use pipes. So he is waiting for a response from Will County.

Trustee Oscar Brown asked where is Hickok, east of Blackhawk on the list for road repairs.

Trustee Covington referred to a school board meeting, and asked how would the proposal of Mayor Einhorn of Crete to get more stimulus money to erect a light near the school interfere with our plans for lights.

Trustee Larry Brown asked when we get reimburse for MFT repairs.

## **E-2: Mayor's Report**

Mayor McCowan thanked all those individuals and organizations who work with our kids, and commented on a recent ceremony for Boys Scouts at Pilgrimage Church that he spoke at there. He noted that 100 Men Organization acknowledged coaches who works with our kids at a breakfast, and reported on a fruitful meeting with GSU officials relating to the road expansion/repairs of University Parkway.

## **E-3: Committee & Commission Reports**

Trustee Covington reported that the Special Events Committee & Human Services Committees gave contributions to the following agencies or individuals: \$1,000.00 to the 100 Men Organization; \$1,000.00 to Boy Scouts at Pilgrimage Church; \$500.00 Veterans at GSU, and \$3,000.00 to residents in need. She also reported that SEC would hold a Health Fair on May 23, 2009; and she commented on meetings she attended with Congressman Halverson and Attorney General Lisa Madigan.

## **E-4: Reports Of Other Officers**

Fire Chief Exner reported that the Fire Department had received a \$12,469.00 grant from Will County 9-1-1 Board that will be used to purchase radio equipment, that they are monitoring the Swine Flu. Additional information is available on line at [www.willcountyhealth.org](http://www.willcountyhealth.org).

Trustee McGuire commented on recent disasters and asked how residents in University Park would be evacuated if there was a major emergency.

Fire Chief Exner responded that the Village of University Park has a comprehensive Emergency Plan that includes evacuation and duties of first responders.

Trustee Covington asked when overweight truck enforcement would be put back into operation.

Police Chief Mel Easley responded that the program would resume in the month of May, 2009.

## **F. DISCUSSION AGENDA**

### ***F-1: UNFINISHED BUSINESS***

***F-1a: Resolution Accepting The Low Bid For Mowing And Trimming Of Non-Compliant Properties Through The Code Enforcement Department***

Trustee Oscar Brown moved, Trustee Young seconded a motion that the Board approves this resolution.

There was a discussion relating to the procedures used in awarding bids for these services, and the lack of consideration for local contractors, and better defining "lowest responsible bidder".

Trustee Young moved, Trustee Larry Brown seconded a motion that the Board reject and re-bid all bids as listed in F-1a; F-1b; and F-1c.

**F-1b: Resolution Accepting The Low Bid For Mowing And Trimming Of Village Properties**

**F-1c: Resolution Accepting The Low Bid For Fertilizing And Weed Control Of Village Properties**

Ayes: Trustees McGuire, Covington, Young, Roudez, and Larry Brown.  
Nays: Trustee Oscar Brown.  
Absent: None.

***Motion to reject and rebid carried.***

**F-1d: First Reading – Ordinance Adopting The Budget For All Corporate Purposes Of The Village Of University Park, Will And Cook Counties, Illinois, In Lieu Of The Appropriation Ordinance For The Fiscal Year Commencing On The First Day Of May, 2009 And Ending On The Thirtieth Day Of April, 2010**

Trustee Roudez moved, Trustee Larry Brown seconded a motion that the Board approves to table this item.

Ayes: Trustees McGuire, Covington, Young, Roudez, and Larry Brown.  
Nays: Trustee Oscar Brown.  
Absent: None.

***Motion to table carried.***

## **F-2: NEW BUSINESS**

**F-2a: First, Second, And Third Readings – Ordinance Authorizing The Acquisition Of One (1) Elgin Crosswind Sweeper Mounted On A Nissan UD 3300 Cabover Chassis**

Trustee Roudez moved, Trustee Larry Brown seconded a motion that the Board approves first, second and third readings of this ordinance.

Trustee Oscar Brown asked why this item did not go out for bid, and if the equipment would be used at least 36 hours per week on a yearly basis.

Public Works Director Jerry Townsend responded that the sweeper would be used at least 36 hours per week.

Trustee Larry Brown asked if the Village would receive fees for use of the street sweeper in the industrial park.

Manager Sevier responded that the Village would get customary fees as for other special services in the industrial park area.

Ayes: Trustees McGuire, Oscar Brown, Covington, Young, Roudez, and Larry Brown.  
Nays: None.  
Absent: None.

***Motion to approve carried***

**Ordinance Number 2009-12.**

***F-2b: First, Second and Third Readings – Ordinance Amending Chapter 1206 Of The Planning And Zoning Code; Specifically Section 1206-02(A) To Adopt A Color-Coded Version Of The Official Zoning District Map Of The Corporate Area Of The Village And Contiguous Unincorporated Area***

Trustee Covington moved, Trustee Young seconded a motion that the Board approves this ordinance.

Trustee Larry Brown asked the cost for the color coded maps.

Economic & Community Development Director Kim Porter responded that the map was at no cost to the Village, thanks to Town Builders Studio. However, the cost would have run into thousands of dollars for staff to do the research and put it together.

Ayes: Trustees McGuire, Oscar Brown, Covington, Young, Roudez, and Larry Brown.  
Nays: None.  
Absent: None.

***Motion to approve carried***

**Ordinance Number 2009-13 (2P).**

***F-2c: First, Second, and Third Readings - Ordinance Amending Ordinance No. 2009-02 Authorizing The Sale Of A Vacant Parcel Of Real Estate Identified As Parcel F-3 In The Governor's Gateway Industrial Park (TIF 2) Redevelopment Project Area [Vacant land Generally Located On The South Side Of Bond Street Between Central And Governors Highway]***

**F-2c: continued:**

Trustee Young moved, Trustee Roudez seconded a motion that the Board approves this ordinance.

Attorney Miles explained the essence of this ordinance noting that only a portion of the property is usable. However, the proposed buyers are looking at expanding and this would put the property back on the tax rolls, and the Village could get a sizeable amount of money for the property, but we need to have a survey to determine the actual acreage.

Trustee Covington asked how much money the Village will receive for this transaction.

Attorney Miles responded that the Village would receive approximately \$50,000.00 and the property would be back on the tax roll.

Trustee Oscar Brown moved, Trustee Larry Brown seconded a motion that the Board approves a table of this item.

Ayes: Trustees Oscar Brown, Covington, Young, and Larry Brown.

Nays: Trustees McGuire and Roudez.

Absent: None.

***Motion to table carried.***

**F-2d: First, Second And Third Readings – Ordinance Authorizing The Execution Of An Agreement With Washme-Envigreen Corporation For Portable Car Washing Services At The University Golf Club And Conference Center.**

Trustee Oscar Brown moved, Trustee Roudez seconded a motion that the Board approves this ordinance.

Trustee Brown asked the number of youth she anticipated hiring. The owner responded that her intention is to hire between fifteen to twenty youth during the summer months.

Ayes: Trustees McGuire, Oscar Brown, Covington, Young, Roudez, and Larry Brown.

Nays: None.

Absent: None.

***Motion to approve carried***

**Ordinance Number 2009-14.**

**F-2e: First Reading – Ordinance Amending Title 6 Of The Traffic Code To Add New Chapter 434 Entitled “Immobilization Of Motor Vehicles”**

Trustee Young moved, Trustee McGuire seconded a motion that the Board approves first reading of this ordinance.

**F-2e: continued:**

Trustee Oscar Brown asked what other municipalities are included in this ordinance, and how much would the Village of University Park receive for booting for another municipality.

Police Chief Mel Easley responded that this ordinance covers vehicles in violation of our ordinance only.

Trustee Oscar Brown stated that he would like to see a payment plan included under paragraph f, and that booting on Town Center property should be prohibited.

Trustee Larry Brown stated that he would prefer use of towing vehicles rather than booting them.

Ayes: Trustees McGuire, Covington, Young, Roudez, and Larry Brown.  
Nays: Trustee Oscar Brown.  
Absent: None.

***Motion to approve 1<sup>st</sup> reading carried.***

***F-2f: First, Second, And Third Readings - Ordinance Authorizing The Execution Of A Preliminary Engineering Services Agreement For Federal Participation With Baxter & Woodman, Inc. To Prepare All Preliminary Engineering (Phase 2) Requirements For The Installation Of Streetscape And Lighting Elements To A Portion Of Cicero Avenue Between Steger Road And University Parkway***

Trustee Young moved, Trustee Roudez seconded a motion that the Board approves this ordinance.

Trustee Covington stated that she would like to be involved in transactions such as this from the beginning, not just when they come before the Board for votes.

Trustee Oscar Brown moved, Trustee Covington seconded a motion that the Board approves a table of this item.

Ayes: Trustees McGuire, Oscar Brown, Covington, Roudez, and Larry Brown.  
Nays: Trustee Young.  
Absent: None.

***Motion to table carried.***

**F-2g: First, Second, And Third Readings - Ordinance A Special Ordinance  
Authorizing The Ceding Of Private Activity Bonding Authority**

Trustee Young moved, Trustee Covington seconded a motion that the Board approves this ordinance.

Ayes: Trustees McGuire, Oscar Brown, Covington, Young, Roudez, and Larry Brown.

Nays: None.

Absent: None.

***Motion to approve carried***

**Ordinance Number 2009 - 15.**

**F-2h: Resolution Approving A 2016 Olympic And Paralympics Games  
Governmental Cooperation Agreement**

Trustee Roudez moved, Trustee Larry Brown seconded a motion that the Board approves this resolution.

Trustee Covington commented that she is for this project 100%, but she wants to be sure that the language is beneficial to the village, therefore she would like to table this item, or have her concerns addressed.

Mr. Jim Landis of the 2016 Olympic Committee addressed the concerns of Trustee Covington and other members of the Board relating to the pros and cons of University Park being a part of venture.

Ayes: Trustees McGuire, Oscar Brown, Covington, Young, Roudez, and Larry Brown.

Nays: None.

Absent: None.

***Motion to approve carried***

**Resolution Number 2009 – 14.**

**F-2i: Motion – Authorizing Expenditure Of Scholarship Funds**

Trustee Roudez moved, Trustee Covington seconded a motion that the Board a motion to authorize the expenditures of scholarship funds.

Ayes: Trustees McGuire, Oscar Brown, Covington, Young, Roudez, and Larry Brown.

Nays: None.

Absent: None.

***Motion to approve carried.***

**F-2j: Bills Payable**

Trustee Covington moved, Trustee Young seconded a motion that the Board approves the listing of the General Operating Expenses that the Village of University Park has incurred for the last three (3) weeks from April 15, 2009 to April 28, 2009 in the following funds:

General Operation Fund	\$ 138,098.44
*General Operation Fund	\$ 25,500.00
Road and Bridge Fund	\$ 18,658.93
Town Center Operations	\$ 7,218.23
University Golf Club	\$ 57,502.26
Capital Project Fund	\$ 4,088.80
TIF I Towncenter Area Fund	\$ 3,199.48
TIF II – Industrial Park Fund	\$ 297.00
TIF III Cicero Industrial Fund	\$ 580.00
TIF IV Governors East Fund	\$ 570.00
TIF V Dralle Industrial Fund	\$ 2,725.00
<b>Total</b>	<b>\$258,938.64</b>

Trustee Covington referred to pages 17 and 14 and requested clarity on CNH Capital payment, and requested copies of all invoices for attorney fees.

Trustee Oscar Brown asked if check #65915 – Barnes & Thornburg was included in the check approved at the last meeting.

Trustee McGuire commented on the information contained in the reports from Town Builder Studios, which does not give much information on what is actually being done to justify payments.

Mayor McCowan suggested that we might look at a different structure for invoicing fees, such as cost per service, etc.

Kim Porter suggested that more technical details be included in the reports.

Trustee Larry Brown commented on the delay in seeing something as Town Builders Studio promised, such as Ground Breaking in August, 2008, then said it could not be done by that date.

Ms. Porter explained that some of the problem was that this area was Greenland with soil issues. But without getting paid they could leave the project and take to another area.

Ayes: Trustees McGuire, Oscar Brown, Covington, Young, Roudez, and Larry Brown.

Nays: None.

Absent: None.

**Motion to approve carried.**

## **G. GENERAL PUBLIC COMMENTS**

Mr. Cleo Taylor addressed the Board with an update on the build-out of his facility, indicating that finances are slow coming in from the Village, and that he has discovered that the building is not equipped with three face outlet electrical system, and most of his equipment requires three face outlets. He stated that a decision needs to be made to either re-wire the property of try to return the equipment.

Ms. Sandra Heard addressed the Board and the public to the Swearing In Ceremony of the Monee Township Officials on Saturday, May 3<sup>rd</sup> at the University Golf & Conference Center beginning at 9:00 a.m. Relating to the 2016 Olympic she asked what expenses would the Village of University Park incur; Attorney General Lisa Madigan has help for individuals who are in, or forcing foreclosure. Additional information is available by calling 669-1033 or E-mail [1grandsan@sbcglobal.net](mailto:1grandsan@sbcglobal.net)

Mary addressed the Board and stated that she has requested copies of the proposed under FOIA and has not yet received it, so she is publically requesting a complete line item budget.

A new resident commented on the tunnels near park and asked when they be cleaned and dead wildlife removed from the area.

Mr. Keith Griffin commented that with the amount of money that we have paid Town Builders Studio, they should be more understanding; he asked if the Village would be charged a fee for the golf carts not being picked up; and where is the paperwork on the 2009 Ford Expedition.

## **H. BOARD CAUCUS**

Mayor McCowan suspended the meeting from 10:33 p.m. to 10:45 p.m. to allow the Board time to caucus. He reconvened the Board meeting and the following responses were given to concerns raised by residents under general comments:

Responding to some of the concerns of Mr. Griffin, Mrs. Truss and Mr. Taylor, Village Manager Sevier stated that Mrs. Truss could pick up a copy of the budget on Thursday, and the notice of the Public Hearing for the Budget would be in the newspaper prior to the next Village Board meeting; Relating to the debris in the tunnels, he stated that he would have Public Works take care of that, and contact Will County Animal Control for removal of and dead wildlife within a week or so; Responding to Mr. Griffin relating to paperwork for the 2009 Ford, he stated that the information is available and had been given to Trustees Covington and Brown as requested.

Manager Sevier responded to Mr. Taylor and stated that he would have an electrical contractor give an estimate for re-wiring before moving forward on that issue;

Responding to Ms. Heard relating to the 2016 Olympic Manager Sevier stated that at this time they have no idea of what cost might be associated with the venture, and he would have the number of contractors for them within a couple of weeks.

Responding to concerns of Mr. Griffin and cost to the Village for golf carts that have not been picked up, Attorney Miles stated that they sent a demand two weeks ago for the Company to pick them up, so the responsibility is on the company.

**I. ANNOUNCEMENT OF SCHEDULED MEETINGS**

**J. BOARD & MANAGERS' COMMENTS**

**K. EXECUTIVE SESSION**

None.

**L. ADJOURNMENT**

Trustee Roudez moved, Trustee Young seconded a motion to adjourn the regular meeting of the Board of Trustees at 11:10 p.m.

***Motion to Adjourn Carried By Voice Vote, Trustee Larry Brown absent.***

Respectfully Submitted,

---

Dorothy R. Jones, CMC  
Village Clerk