

Minutes Of The Regular Meeting Of The Board Of Trustees For The Village Of University Park, Will And Cook Counties Illinois, Held Tuesday, August 13, 2013 At #90 Town Center Drive In The Village Of University Park

A. CALL TO ORDER

Mayor Covington called this regular meeting of the Board of Trustees to order at 7:15 p.m.

B. ROLL CALL

Mayor:	Vivian E. Covington	Present
Trustees:	Elizabeth Williams	Absent (arrived at 7:45 PM)
	Oscar H. Brown, Jr.	Present
	Milton C. Payton	Present
	Keith J. Griffin	Present
	Joseph E. Roudez, III	Present
	Larry B. Brown	Present

Also present were Village Manager Linear, Attorney Bob McCabe, for Village Attorney Steward Diamond, Village Treasurer Devon Dilworth, Police Commander Wilson, Parks & Recreation Director Keely Childress, Interim Finance Director Joe Jones, Executive Liaison Johnna Townsend, Golf Club General Manager/PGA Paul Blockoms, Cable Studio Manager Eddie Pearson, and Village Clerk Dorothy R Jones.

C. PLEDGE OF ALLEGIANCE

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

D. READING OF MINUTES

Trustee Griffin moved, Trustee Roudez seconded a motion that the Board approves minutes of a workshop held July 9, 2013.

Ayes: Trustees Oscar Brown, Payton, Griffin, Roudez, and Larry Brown,
Nays: None.
Absent: Trustee Williams.

Mayor Covington concurred with the actions of The Board.

Motion To Approve Carried.

Reading Of The Minutes Continued:

Trustee Roudez moved, Trustee Larry Brown seconded a motion that the Board approves minutes of a regular meeting held July 9, 2013.

Ayes: Trustees Oscar Brown, Payton, Griffin, Roudez, and Larry Brown,
Nays: None.
Absent: Trustee Williams.
Mayor Covington concurred with the actions of The Board.

Motion To Approve Carried.

Trustee Roudez moved, Trustee Oscar Brown seconded a motion that the Board approves minutes of a special meeting held July 29, 2013.

Ayes: Trustees Oscar Brown, Payton, Griffin, Roudez, and Larry Brown,
Nays: None.
Absent: Trustee Williams.
Mayor Covington concurred with the actions of The Board.

Motion To Approve Carried.

Motion To Amend Agenda Placement

Trustee Payton moved, Trustee Roudez seconded a motion that the Board approves to amend the agenda placement and move items G-2b: and G-2c down on the agenda to after executive session.

Ayes: Trustees Oscar Brown, Payton, Griffin, Roudez, and Larry Brown,
Nays: None.
Absent: Trustee Williams.
Mayor Covington concurred with the actions of The Board.

Motion To Approve Carried.

E. REPORTS OF ELECTED & APPOINTED OFFICIALS

E-1: Village Manager's Report

Village Manager Linear reported on the status of the negotiations with the Fraternal Order Of Police and the Village. He noted that an agreement had been reached and sent back for ratification by the FOP, and a copy had been sent to the Board of Trustees, and would probably be on the next agenda for approval.

Village Manager's Report - continued

Village Manager Linear reported on activity and the number of businesses in the TIF Districts; he stated that basically we have three active tax incremental financing (TIF) districts. These are TIF III which expires in 2017 and consist entirely of Applied Systems; TIF IV, which expires in 2019 and consist of Blue Lynx and the McIntyre Group; and TIF V which expires in 2024 and consist of Commerce Center, Reinhart Food Service, Dart Container Company (formerly Solo Cup Co.), Midwest Custom Case, the Exeter Property Group, (which consist of three properties between 300 Central and 500 Crossing), the Avatar Corporation, Principle Financial, and the Clorox Company. He stated that he is currently processing TIF returns. Prior to processing each return, he reviews the TIF agreement, the TIF return and supporting documentation and the balances in the Special Tax Allocation Fund (STAF). And as he performs his reviews, he compile spreadsheets of all the financial information available in the Village's files, and this information is shared with the business requesting the reimbursement, along with a transmittal asking them to reconcile their records to ours or provide us with any information in their files which differ or is missing from our records. To date he has completed this process with the Clorox Co., Avatar Corp., Exeter Property Group 500 Crossing Dr. and 300 Central Ave., Midwest Custom Case, Applied Systems, and Dart container Co. These companies represent seven of the thirteen companies in the Villages Industrial park who may be eligible for TIF benefits. He also noted that he, the Mayor, Village Attorney, and Finance Director have been working diligently to bring payments to those TIF Districts current.

Manager Linear reported that they are continuing their work with the SB Freidman Co. to develop a New Town Center TIF district. The purpose of this is to facilitate the rehabilitation of existing properties, encourage the construction of new commercial, civic/ cultural and recreational facilities and to foster the replacement, repair and construction of public infrastructure. This project will make the Village much more attractive to retailers, which will increase our revenues base. It will also aide in the funding for the build out or construction of the Community Technical Resource Center and other government facilities minimizing the use of General Funds.

Manager Linear also reported on the progress with the Village's delinquent audit reports, and recognize the importance of bringing these reports current. He noted that Staff has been successful in keeping the State Comptroller's office informed of our progress and avoiding sanctions. Additionally the Village has reached an agreement with our current auditors, Lauterbach and Amen, to extend their original contract which was for fiscal years ending April 30, 2010 and 2011 to include 2009. He will reach out to the Board for permission to extend an invitation to the auditors to attend our next workshop to discuss their processes and answer questions related to the work and the timeline. After the 2011 audit is completed, we will begin negotiations for the auditors to complete fiscal years ending April 30 2012 and 2013.

Village Manager's Report - continued

Manager Linear also reported that they are working to fill several key positions within the Village. These include Chief of Police, Community Relations Manager and Restaurant Manager/ Event Planner. He explained the process for filling these positions; He also reported that they are continuing work on the University Park road reconstruction project phase one from Central to Cicero Avenue, and explained the status and process for the letting and bidding for that construction. He also noted the key players in that process; and reported on the progress of Matheson in their efforts to acquire 11 needed parcels of land for the IDOT and I-57 Interchange.

Trustee Griffin commented that he was informed that the Village's credit card had been compromised and exorbitant purchases had been made; he asked Manager Linear if he had a process in place for daily checks on credit cards to prevent this type of thing from happening in the future.

Village Manager Linear explained the process for dealing with fraudulent charges on credit cards. He noted that the credit card company notified the Village when they detected what they considered fraudulent charges, and that the Village was not charged for those purchases; that the credit card company would investigate the charges. However, they could do periodic checks online to monitor credit card activity, but due to lack of staff they would not be able to do this on a daily basis.

Trustee Roudez commented on the demolition of Hickok Bridge, and asked if we have a date to start rebuilding the bridge.

Village Manager Linear responded that construction of the bridge had gone out for bid and the Engineers recommendation for the contractor would be on the next agenda.

Trustee Larry Brown asked Manager Linear for a status report on the title search for the owners of the Cityscape property, and also commented on a Community Alert program that the Public Safety Committee has been working on.

Village Manager Linear responded that the Village attorney is in the process of doing the title search for the Cityscape property, after the information is received they can then start the process of filing liens against that property.

Mayor Covington referred to problems in an area on Harvest Lane, and commented that she would get the information to the Manager and the public works director. She also voiced her concern with the need of a Human Resource person, and stated that she would like to see that the funds received from the bus shelters go to pay for a part time human resource person to ensure the safety of our residents. She also asked if we were getting proper truck enforcement and if violators were being ticketed.

Village Manager's Report - continued

Police Commander Wilson responded that the Police Department is aggressively pursuing enforcement of overweight vehicles on University Parkway roads with emphasis on the truck company on University Parkway because they have created the most violations. She also stated that she has had meetings with that company in an effort to resolve these issues.

Mayor Covington asked the status of the Employees Policy Manual. Village Manager Linear responded that they were not working on it, but they could begin to work on revisions shortly.

Mayor Covington also asked if the Police Department have any crime prevention measures in place.

Police Commander Wilson responded that there is a Crime Free Ordinance on the books; however, funding is the problem, but they are working on, and looking at possible grants to assist in the funding.

Village Treasurer Dilworth asked Manager Linear and Finance Director Jones for a status on the bank reconciliation that he had requested; and asked to know why he as the Village Treasurer has not received, and does not receive information he request.

Interim Finance Director Jones responded that the status of the bank reconciliation has not changed since their last conversation, and that he wonders why Mr. Dilworth always waits until the Board meeting to ask these questions. He stated that as he has informed Mr. Dilworth on several occasions, any information that he desires is available to him, and that he only needs to contact him and request the information that he is actually seeking..

E -2: Mayor's Report

Mayor Covington reported that she met with Metra staff and requested that the station be upgraded because there have been no improvements since the late 1980s; Metra has added GSU on the schedules and soon they will be on the actual designated sign itself; they also discussed issues of a police partnership with Metra security, where Metra staff would be willing to check the cars that are registered for monthly passes and those that have paid for daily parking, all others and violators would be given to our Police Department to execute tickets.

Mayor Covington reported on a meeting that she and Trustee Griffin attended with a group of residents who were very concerned with break-ins in their community, and stated that they would be working with our Public Safety Committee along with Mr. Roosevelt Martin and Trustee Larry Brown to have a serious Community Watch Program throughout the Village. She stated that they will work with the Public Safety Committee to post alerts on the marquee, website and send text messages.

Mayor Covington reported on the meeting that she had with EY Company that is willing to service the female veterans to transition them from active military to professional working class with professional clothing; she thanked Mr. and Mrs. Wayne for their efforts in this project; she also noted that Family Dollar Store would have a soft opening on August 15th with the Grand Opening/Ribbon-Cutting on August 29, 2013. She stated there would be gifts and prizes that day and invited the public to come out on the celebrated occasion. She stated that again she gives thanks where it is due and thanked Mr. Bill Smith for his influence in creating a partnership with this company to invite them to consider our community for this business; she also stated that Family Dollar Store has agreed to place a special sign for our seniors at Thornwood House for parking, she advised Mrs. Childress, Ms. Stroud, and Clerk Jones that when they had their monthly shopping days they will have a special place for the bus to park. At this point she asked Mr. Larry Wayne to introduce his Guest from the VFW.

Mr. Wayne introduced Mr. Clyde Wilson, Judge Advocate of the Benjamin O. Davis VFW Post 311 to give a presentation.

Mr. Clyde Wilson thanked Mayor Covington for allowing him an opportunity to inform the public of the services that the Benjamin O. Davis VFW Post, which is located on Governors Highway in Richton Park, Illinois offers to veterans who have served in any war on foreign grounds. He stated that they are soliciting members to join the organization and their vision is to help them transition from military service and assist them in getting needed medical assistance and to inform them of services that are available to them once they return home. More information is available by contacting them at 708 679-0995 or going to their website at [www.vfw post 311.org](http://www.vfwpost311.org) or contact him directly at wilsonClyde@Hotmail.com

Mayor Covington reported that the shooting range at the Police Department should be a revenue generator; she asked the status of her inquiries relating to the golf course that would list the volunteers; how many, and how often they are golfing; what are the greens fees, and a schedule for greens treatment. She noted that she has been seeing cars that are being parked on the grass, and asked if we need to place no parking signs for people to respect our tax dollars. She stated that we want people to come and enjoy themselves and honor what University Park has to offer; it is such a beautiful course and for someone to disrespect it in that manner is unacceptable.

Mayor Covington asked Mrs. Childress for the measurements of the barn, noting that she has a donor that wants to give us wood to refurbish it. She also thanked Plan Commissioner Laverne Williams for all of the great documentation that she has so professionally written for the Village at no cost. She also gave thanks to Mr. Robert Travis, Trustee Payton and the Human Services and Special Events Committee for what they are about to embark upon with the upcoming Carnival Festival.

Mayor's comments continued:

In closing she asked the community to keep Mrs. Marilyn Payton, and her mother in our prayers, along with Ms. Claudia Webb, Ms. Mary Williams, Ms. Irma Berry, Mrs. Mary Pruitt and others that are recovering and still overcoming battles of illness. She also asked for blessings and protection of our college students that are returning to colleges and schools.

E-3: Committee & Commission Reports

Trustee Payton asked Mr. Robert Travis to give a report on the upcoming Back To School carnival and festivities.

Mr. Robert Travis reported that the Carnival would include 12 to 13 rides and vendors; tickets are available at the Village Hall at reduced cost, and parking would be available on the south of Town Center. He also reported on a \$500 donation from Faith Movers Church that is to be used for school supplies and water. He noted that there would be four Grand Marshals at this year's parade to honor our championship teams. He asked that Village officials return their shirts after the parade, and noted that the parade would be held on August 17th starting at Palmer Park and ending at the Town Center. DJ Rockin Reggie would be spinning nightly under the tent from 6 to 10 PM.

Trustee Payton reported that the 1st football game of the season would be held on Saturday at 3 PM. He also noted that this carnival would be the largest in the South suburban area. He announced that on August 27, 2013 the 1st meeting Of The Education Advisory Committee would be held.

Ms. Debbie Stroud, Senior Citizens Committee Chair reported that Senior Fun Day would be held on August 28, 2013 from noon until 4 PM and that this year, back by popular demand is the Taste Of Cultures. This event is free to all seniors 55 and older, but the Committee is requesting a \$5 donation for those who are not seniors. She invited all elected officials and staff to come out and enjoy this day with the seniors..

E-4: Reports of Other Officers

Parks And Recreation Director Keely Childress reported that this year Pine Lake would be stocked with Trout, and informed the public that in order to fish they must have a valid State Fishing License; she also reported that August 15th is Day Camp Day at the Carnival, where kids could ride all day at the cost of \$10 per person. She also thanked Manager Linear and the Board for the demolition of the Hickok Bridge.

Executive Liaison Johnna Townsend reported on an award given to Trustee Joseph Roudez in the form of a scholarship from the National League of Cities for his service to that organization. She also noted that well-known Comedian Tom Dreesan sent a letter of thanks to Trustee Larry Brown for being instrumental in him getting into the South Suburban area to perform, noting that Tom Dresden would be performing in Park Forest on September 20, 2013.

Village Clerk Dee Jones reported that Deputy Clerk Jacelia Kelly had been granted a scholarship from the Municipal Clerks of the South/Southwest Suburbs to cover the cost of tuition for her to attend her 2nd year at The Institute and Academy that will be held in Springfield Illinois this September.

E-5: Attorney's Report

Village Attorney Stewart Diamond had no report.

E-6: Department Updates

None

F. GENERAL PUBLIC

Mr. Milton Mighty voiced his concerns with the lack of support from the TIF Companies and suggested that the Village should close them down and open a casino in that area instead of funding, because in the end they give nothing back to the Village; he also suggested that Mayor Covington should expose the trustees who are taking from those businesses.

Trustee Oscar Brown responded to Mr. Mighty relating to the TIF, noting that most of the agreements were negotiated by prior administrations; however, under his tenure Clorox have come to the Village and have already paid a fine \$85,000 for violating the employment agreement. Relating to ongoing discussion about an employee head tax for industrial Park businesses he noted that he would support some form of tax incentives from those businesses.

Village Manager Linear explained what TIF financing is for, noting that it is not a subsidy, but that tax incremental financing is designed and used to improve the property.

Mr. Arthur Mooring, Former Village Insurance Broker addressed the Mayor and again distributed memos to the Board that had been sent and received between he and Manager Linear. He stated that he was again asking for his job back and asked for a meeting between the Board and Manager to further discuss his concerns.

Mrs. Mary Truss commented on her concern that someone may be using the Village logo improperly, and asked if the Village has a trademark or copyright for the logo. She also asked if public meetings could be held in private homes.

Attorney McCabe responded to Mrs. Truss relating to meetings in private homes and noted that meetings could be held if the public is invited and it is properly noticed at a time and place convenient to the public with space and parking to accommodate them.

Mrs. Paula Wilson asked the status of the road repairs on University Parkway. Trustee Payton responded that the work was to have begun last week, but due to other circumstances, Mr. Burgess had informed him that it would begin shortly.

G-1: UNFINISHED BUSINESS

G-1a: First Reading – Ordinance Approving The Execution Of A Residential Refuse Collection Agreement Extension With Homewood Disposal Service, Inc., An Illinois Corporation D/B/A Star Disposal

Trustee Larry Brown moved, Trustee Payton seconded a motion that the Board approves 1st reading of this ordinance.

Mayor Covington commented that she was informed that this item was defeated at the last meeting because of a rumor that her name would be on the containers. She stated that this is untrue, and is the reason why she brought it back, and hopefully the Board would approve it, because it good for the residents.

Trustee Roudez asked that it be noted for the record that the reason this item was defeated at the last meeting is because a majority of the Board wants this item to go out for competitive bidding, and it had nothing to do with the allegations that the Mayor's name was on the containers. He noted that doing the bidding process we can put in the RFP what it is we want, and what is expected, and that the bidding companies can bid for that.

Trustee Larry Brown noted that with the current contract residents would have a 5% increase in their garbage bill each year.

Trustee Oscar Brown commented that the best way to get the best price is to bid out the project; this would allow others to give best prices and that standard issued cans could be included and make it easier, if it is a competitive bidding process. He asked that it is noted for the record that the Board would not accept this contract with Homewood Disposal because they wanted to go out for competitive bidding.

Mayor Covington commented that she finds it interesting that this contract was signed in 2007 without challenges to the prior administration; however, she is glad to see that some members of the Board or taking a stand.

Ayes: Trustees Payton and Larry Brown.
Nays: Trustees Williams, Oscar Brown, Griffin, and Roudez.
Absent: None.
Mayor Covington concurred with the actions of the Board.

Motion to Approve Failed to Carry.

G-2: NEW BUSINESS

G-2a: First Reading – Ordinance Approving The Lowest Responsible Proposal For The Lease Of A Vehicle For The Code Enforcement Department

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

Trustee Payton asked if there was funding for this item in the appropriations budget.

Village Manager Linear responded that there was funding in the capital items portion.

Trustee Roudez asked if we were looking at hybrid vehicles. Manager Linear responded that he has looked at hybrid vehicles however due to the cost it is not viable at this time

Ayes: Trustees Williams, Oscar Brown, Payton, Griffin, Roudez and Larry Brown

Nays: None.

Absent: None.

Mayor Covington concurred with the actions of the Board.

Motion to Approve Carried.

G-2b and item G-2c moved down on the agenda.

G-2d: Bills Payable

Trustee Larry Brown moved, Trustee Payton seconded a motion that the Board approves the listing of the General Operating Expenses that the Village of University Park as incurred for the last two (2) weeks from July 24, 2013 to August 13, 2013. The following funds will be charged for these expenses:

Bills Payable-continued:

General Operation Fund	\$ 228,137.17
Road & Bridge Fund	\$ 3,261.65
Town Center	\$ 2,063.58
Golf Course Fund	\$ 109,866.22
Capital Project Fund	\$ 27,123.58
TIF III	\$ 450,193.14
TIF V	\$ 1,204,240.75
Total	<u>\$2,025,886.09</u>

Trustee Larry Brown voiced his concerns, and questioned the amount of payments to Davis Staffing, noting that he is aware that there is a savings in unemployment costs, but ask is there is an overall savings to the Village in using Davis staffing. He suggested that Manager Linear look at bidding out the services for temporary employees, and that he wants information on the amount spent this year to Davis Staffing on temporary's he also asked how many more payments do we owe Davis staffing.

Village Manager Linear responded that there are several invoices yet to come and that there is a savings on unemployment costs; however, he is looking at other companies to provide this service for next year.

Trustee Roudez asked the process for dispensing checks once approved by the Board; regarding reconciliation of TIF accounts he asked Manager Linear for an update.

Village Manager Linear responded payments made to Applied Systems this year in the amount of \$450,000; however, from May 1997 through August 2012 approximately \$5.9 million had been paid to that company, and that there is approximately \$302,000 in delinquent payments due to TIF businesses he explained the process that they are in the TIF to bring these payments up to date.

Mayor Covington commented that she too has reviewed the TIF District accounts, and asked to know why the attorney fees are paid separately; she also commented that we need to enter into a contract with the attorneys.

Village Manager Linear responded to Mayor Covington noting that the attorney fees are separately because it takes time to review the charges and charge to the appropriate accounts.

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

Nays: Trustee Griffin.

Absent: None.

Abstained: Trustee Williams.

Mayor Covington concurred with the action of the Board.

Motion To Approve Carried.

H. BOARD OF TRUSTEES AND MANAGER COMMENTS

I. ANNOUNCEMENT OF SCHEDULED MEETINGS

J. EXECUTIVE SESSION

Trustee Oscar Brown moved, Trustee Roudez seconded a motion that the Board move into executive session for purposes of Pending Litigation and Personnel at at 9:15 PM.

Ayes: Trustees Williams, Oscar Brown, Payton, Griffin, Roudez and Larry Brown
Nays: None.
Absent: None.

Mayor Covington concurred with the actions of the Board.

Motion To Approve Carried.

The Board returned from executive session at 9:46 PM and took the following action:

G-2b Motion To Approve A Settlement Agreement With Officer Cunningham

Trustee Griffin moved, Trustee Larry Brown seconded a motion that the Board approves a settlement agreement with Officer Cunningham as discussed in executive session.

Ayes: Trustees Williams, Oscar Brown, Payton, Griffin, and Larry Brown
Nays: None.
Absent: None.
Abstained: Trustee Roudez.

Mayor Covington concurred with the actions of the Board.

Motion To Approve Carried.

G-2c: Motion To Approve A Settlement Agreement With Officer Olloway

Trustee Griffin moved, Trustee Larry Brown seconded a motion that the Board approves a settlement agreement with Officer Olloway as discussed in executive session.

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

Motion To Approve Carried.

General public comments extended:

Trustee Payton moved, Trustee Oscar Brown seconded a motion that the Board approves to extend general public comments and allow a presentation from the Boy Scouts at 9:51 PM.

Ms. Cynthia Hudson addressed the Board on behalf of the Boy Scout Troup at Pilgrimage Church and her son LaVante Hudson who as part of becoming an Eagle Scout has to do a special project, and he has chosen to build benches along walkways within the Village at no cost to the Village, and insurance would be provided by the Boy Scouts of America.

Trustee Payton commented that there is a need for benches at Thornwood House. There was no opposition to this request from the Village Board.

K. ADJOURNMENT

Trustee Roudez moved, Trustee Griffin seconded a motion that the Board adjourns the regular meeting of the Board of Trustee at 9:59 PM.

Motion to Adjourn Carried By Voice Vote.

Respectfully Submitted,

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