

VILLAGE OF PARK FOREST

**Village Board Special Rules Meeting
Monday, February 20, 2017
Village Hall 7:00 p.m.**

MINUTES

ATTENDANCE: Mayor John Ostenburg, Trustee Mae Brandon, Trustee JeRome Brown, Trustee Tiffani Graham, Trustee Robert McCray, Trustee Georgia O’Neill, and Trustee Theresa Settles

ABSENT: None

STAFF IN ATTENDANCE: Manager Tom Mick, Police Chief Pete Green, Fire Chief Bruce Ziegle, Deputy Village Manager/Finance Director Mary Dankowski, Director of Recreation and Parks Rob Gunther, Director of Economic Development and Planning Hildy Kingma, Assistant to Village Manager Denyse Carreras, Director of Building/Community Development Larrie Kerestes, Director of Public Works Roderick Ysaguirre, and IT Coordinator Craig Kaufman

RECORDER: Village Clerk Sheila McGann

OTHERS IN ATTENDANCE: Janet Porter, Executive Director of SSSRA; Rob Rylchlicki, Kane, McKenna and Associates; Jerrica Seria, Jeff Ellis Management, and two other JEM staff members

Mayor Ostenburg noted that three meetings were scheduled for tonight: a Special Rules, Regular, and Executive Session. Manager Mick introduced South Suburban Special Recreation Association’s executive Director Janet Porter. Ms. Porter’s annual report included a PowerPoint presentation that emphasized many activities and opportunities that have grown over the years. She also highlighted the new successes and special events many of which are free. Ms. Porter thanked the Village, the Board, and the SSSRA members for their support during the forty-four year partnership they have enjoyed since 1973.

Manager Mick asked Bob Rylchlicki to walk the Board through specifics regarding the Downtown TIF extension. Mr. Rylchlicki explained that the TIF was originally set up for a maximum of twenty three years. Recently, the State now considers twelve year, one time, extensions of TIF’s. He added that the Board can set it up and the State has to approve it. He can assist the Village Board with the other taxing districts involved. It would be brought to the Legislature in spring either this year or the next. Mayor Ostenburg asked the Board if there were any questions. Trustee Brandon asked if it is difficult to get approval from the State. Mr. Rylchlicki said the State has been cooperative as long as the other taxing bodies agree. A sponsor is needed to introduce it. He will work on the details and keep the Village informed with a timeline. Mayor Ostenburg thanked Mr. Rylchlicki for the information.

1. Aqua Center Management Agreement

Manager Mick said this item comes of the Recreation and Parks Department. Since the two managers of the Aqua Center are not returning for the summer 2017 season, new management is required. Jeff Ellis Management currently oversees the training/certification of lifeguards at the Aqua Center. The company also has a management arm. They would oversee 90% of the management and the Village would handle the other areas. Director Gunther added that Recreation and Parks looked at a number of options and Jeff Ellis Management looked to be the best use of Village resources. The pool would still be owned by the Village with new activities and additional swim lessons planned. The Village would staff the front desk, handling monies, any major capital repairs, maintenance of grounds, and chemical purchases. The Aqua Center will be open on the Fourth of July and Labor Day. There were members of the JEM team available for questions. Mayor Ostenburg explained that hiring the management company to manage the facility is not privatization. This a continuing partnership between the Village and Jeff Ellis Management. Mayor Ostenburg asked if any of the Board members had questions. Trustee McCray wished to know what JEM's fees were previously. Director Gunther explained that the Village, for a number of years, has paid \$5,000 retainer for training of life guards. Jerrica Seria said the Park Forest staff from the 2016 swim season would take priority for seasonal part-time employees. Ms. Seria answered Trustee Brown's question regarding using a firm percentage vs a sliding scale split adding they, too, are invested in the project and work with other communities with the sliding scale. Mayor Ostenburg asked if there any other questions. Hearing none, this item will be on the agenda for action at next Monday's regular meeting.

2. Fire Safety Education Trailer – Grant Agreement

Manager Mick asked Fire Chief Ziegler to go through the specifics of the fire safety education trailer and the grant and local match. Chief Ziegler explained the big process and looked at ways to reduce costs that included a change in the delivery of the trailer and future training. The final bid came in \$600 over budget and the Fire Department is asking for a local match of \$5,655 with the federal grant share of \$101,111. Staff recommends Mobile Concepts to be awarded the contract. Mayor Ostenburg asked if there were any questions. Hearing none, this item will be in the agenda for action at next week's regular meeting.

Adjournment

This concluded the Special Rules Board meeting.

There being no further business. Mayor Ostenburg called for a motion to adjourn. Motion was made by Trustee McCray, seconded by Trustee Brown and passed unanimously.

Mayor Ostenburg adjourned the rules meeting at 7:52 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk