

Strategic Planning
Saturday, February 25, 2017
8:00 a.m. Village Hall

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Agenda

- 1. Six Month Financial Results**
- 2. Current Year Trends, Other Financial Issues & Budget Guidelines**
- 3. Budget Amendments for 2016/2017**
- 4. Economic Development Update**
- 5. Public Works Update**
- 6. Recreation and Parks Update**
- 7. Capital Plan**
 - Overview**
 - Health**
 - Public Works (MFT, Vehicle Services, Water, Sewer & Municipal Parking)**
 - Recreation & Parks (Vehicle Services, Aqua & Tennis)**
 - Buildings & Grounds**
 - Police (Vehicle Services)**
 - Fire (Vehicle Services)**
 - DownTown**
 - Other – Capital Projects**
- 8. Strategic Planning Goals Update for Village Board Strategic Priorities for Fiscal Years 2014/2015 - 2018/2019 (Year 3)**

MEMORANDUM

DATE: February 15, 2017

TO: Mayor John Ostenburg
Board of Trustees

FROM: Mary G. Dankowski, Deputy Village Manager/Finance Director

RE: Six Month Financial Results

Attached are the six months results for the Village's current fiscal year.

GENERAL FUND REVENUE

Overall for the six-month period, 45% of all General Fund revenues have been received. A number of major revenue categories are affected by seasonality or a lag time in collections.

- Property Tax collections for the first half of the year were at 50%, an improvement over the prior year.
- Sales and Use Tax is received on a two to three-month lag. Actual cash receipts are tracking at 49.7% of budget for the first six months. Sales Tax now includes video gaming revenue of \$9,946.
- Utility Taxes are tracking lower than budget at 43.7% in cash collections.
- State Income Tax receipts are received on a three month lag. Cash receipts for six months reflect 46.7% of budget.
- Real Estate Transfer Taxes reflect the second sale of Garden House.
- Grants are at 57% of budget and reflect the extension of the fire staffing grant, and additional fire training grant.
- Transfers from Other Funds include indirect costs charged to the Village's enterprise funds.
- Licenses include vehicle sticker sales which occur in the second half of the year. The Crime free license fee was increased. This increase funded added Housing Authority staff.
- Permits include Building permits for Garden House works. Vacant building permits fees are down because of the reduced number of vacant buildings.
- Charges for Services include Recreation & Parks reflecting timing of program revenues. Health Department revenues are impacted by Medicare and the number of clients served. This revenue is down again from the prior year. Hospital transport charges are tracking higher related to previously increased fees. Inspection Fees are tracking close to budget. Property Lease Revenue includes La Rabida rent as well as cell tower leases. Other Charges include Jolly Trolley and Merchandising and Jobbing. Merchandising and Jobbing

includes billing for damage to Village property and Village initiated grounds maintenance and liens and reimbursement of O/T for DEA officer.

- Fines now include revenue from the IDROP program.
- Interest Earnings are at 131% of budget. Earnings are higher than prior year and reflect a slight improvement in market rates. In order to secure a better rate for the Village money, a laddered CD portfolio was established. This longer term investment vehicle has improved earnings. Having Village funds safe is the highest priority. All the CD's in the portfolio are FDIC insured.

GENERAL FUND EXPENDITURES

Total General Fund expenditures represent 49% of the total budget at the six months operations point. Transfers to other funds have been made when needed. Expenditures associated with all transfers for Fiscal Year 2017 have been committed. Worth noting is:

- Administration – Illinois Risk Management Association (IRMA) expenditures are made in the second half of the fiscal year. IRMA premiums net of surplus credit for the Village, paid January 2017 were \$173,680 compared to \$699,429 budgeted. This will represent a \$349,646 savings in the General Fund. IRMA deductibles are \$100,000 per incident. An assigned fund balance of \$500,000 has been established, \$200,000 has been encumbered for deductible costs, and \$400,000 has been budgeted.
- Police, Fire, Recreation and Parks and Community Development expenditures represent a half year of expenditures.
- Health expenditures reflect those tied to revenue which is down.
- The Public Works Budget reflects street maintenance work done in conjunction with the water main project.
- The Economic Development & Planning Department performance reflects timing of marketing efforts.

REVENUES ALL FUNDS

All funds revenue, before the Library, represents 46% of budget.

- Housing Choice Voucher Program reflects 6 months of activity.
- Police and Fire Pension reflect a recording of interest with market gains recorded at year-end.
- MFT revenue and expenditures reflect the timing of the Indianwood project.
- TIF revenues reflect 2nd installment of property taxes before Property Tax Rebates.

EXPENDITURES ALL FUNDS

All fund expenditures, before the Library, equal 48% of budget.

- The Water Fund reflects the water main extension project.
- TIF – DownTown expenditures reflect bond payments.
- The Capital Projects Fund budget includes dollars for sound mitigation, the Village Green project, land banking costs and sustainability.

DOWNTOWN SUMMARY

Revenues represent 58% of Budget.

- DownTown Rent revenues are currently tracking at 62% of budget.
- Common Area Revenue includes the Aunt Martha's property and a reduction for Matanky owned property.
- Hall Rental for Dining on the Green is tracking at 27% of budget.
- Other Business Licenses reflect SPAA licensing.

Expenses represent 25% of Budget.

- IRMA payments occurred in January.
- Property Taxes payment happens in the second half of the fiscal year.
- Capital Outlays will occur in the second half of the year.

CONCLUSION

In Fiscal 2010, the Village was facing a \$680,000 shortfall in sales tax, utility tax, and income tax. Since that time revenue projections have been reduced and hiring delays instituted where practical. Revenues have recovered slightly since that time. Sales Tax, Utility Tax and Income Tax will fall slightly lower than budget.

Financial trends and budget amendments are discussed with other agenda items.

**Village of Park Forest
2016/2017 Budget Review
as of December 31, 2016**

GENERAL FUND REVENUES

PRELIMINARY RESULTS

	FY 16/17 SIX MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
Property Taxes - General & Pension	6,977,181	13,989,442	50%
Road and Bridge	40,795	82,000	50%
Sales & Use Tax	275,801	800,000	34%
Utility Tax	406,821	1,200,000	34%
State Income Tax	441,344	2,350,000	19%
PPRT - General & Pension	32,769	215,000	15%
Real Estate Transfer Tax	106,890	80,000	134%
Grants & Rebates	30,019	52,308	57%
Transfers from Other Funds	514,566	1,091,801	47%
Licenses	299,902	728,100	41%
Permits	230,730	533,000	43%
Charges for Services			
Recreation & Parks	195,503	472,150	41%
Health	102,508	332,150	31%
Hospital Transport	226,523	446,500	51%
Inspection Fees	44,290	90,000	49%
Property Lease Revenue	112,989	176,000	64%
Other Charges	123,142	68,520	180%
Asset Sales	92	100	92%
Fines	182,053	354,100	51%
Interest Earnings	<u>52,313</u>	<u>40,000</u>	131%
Total Revenues	<u>10,396,230</u>	<u>23,101,171</u>	45%

* Sales Tax is collected on a 2-3 month lag. Cash collections for Sales Tax for the first 6 months of FY 16/17 is \$398,115 (49.7% of Budget).

** Utility Tax is collected on a 2-3 month lag. Cash collections for Utility Tax for the first 6 months of FY 16/17 is \$525,260 (43.7% of Budget).

*** Income Tax is collected on a 2-3 month lag. Cash collections for Income Tax for the last 6 month prior is \$1,097,833 (46.7% of Budget).

**Village of Park Forest
2016/2017 Budget Review
as of December 31, 2016**

GENERAL FUND EXPENDITURES

PRELIMINARY RESULTS

	FY 16/17 SIX MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
Administrative	1,473,768	3,833,601	38%
Police Department	4,326,542	8,659,054	50%
Fire Department	2,245,995	4,748,102	47%
Health Department	456,453	1,024,508	45%
Recreation and Parks	1,550,291	2,847,220	54%
Public Works Department	981,061	1,530,044	64%
Economic Development & Planning	280,406	671,137	42%
Community Development	<u>331,689</u>	<u>654,421</u>	51%
Subtotal	11,646,207	23,968,087	49%
Transfer to Capital Projects	80,000	160,000	50%
Transfer to DownTown	77,518	155,036	50%
Transfer To Aqua Center	125,000	250,000	50%
Transfer to Tennis & Health	65,000	110,000	59%
Transfer to Library	<u>5,000</u>	<u>10,000</u>	50%
Total General Fund	<u>11,998,725</u>	<u>24,653,123</u>	49%

**Village of Park Forest
2016/2017 Budget Review
as of December 31, 2016**

REVENUE (All Funds)

PRELIMINARY RESULTS

	FY 16/17 SIX MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
General Fund	10,396,230	23,101,171	45%
CDBG - Cook	0	0	100%
Housing Choice Voucher Program	3,342,156	6,683,443	50%
Police Pension	1,362,965	3,340,263	41%
Fire Pension	735,899	2,026,210	36%
MFT	281,095	2,111,459	13%
Water	3,638,715	6,964,017	52%
Sewer	605,217	1,188,515	51%
Municipal Parking	49,284	100,005	49%
Refuse	678,677	1,303,329	52%
Aqua Center	256,818	452,694	57%
Tennis and Health	188,534	366,300	51%
Downtown	479,178	822,322	58%
TIF - Downtown	428,006	611,658	70%
TIF - Norwood	0	0	0%
Vehicle Services	522,351	987,125	53%
Bond Retirement	106,771	197,290	54%
Capital Projects	222,152	535,000	42%
Foreign Fire Insurance	<u>16,362</u>	<u>18,165</u>	90%
Subtotal	23,310,408	50,808,966	46%
Library	<u>1,093,161</u>	<u>2,221,136</u>	49%
TOTAL FUNDS	<u>24,403,569</u>	<u>53,030,102</u>	46%

**Village of Park Forest
2016/2017 Budget Review
as of December 31, 2016**

EXPENDITURES (All Funds)

PRELIMINARY RESULTS

	FY 16/17 SIX MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
General Fund	11,646,207	23,968,087	49%
CDBG - Cook	0	0	0%
Housing Choice Voucher Program	3,036,217	6,697,346	45%
Police Pension	1,145,762	2,247,495	51%
Fire Pension	724,160	1,233,300	59%
MFT	227,677	2,432,037	9%
Water	4,066,313	6,174,715	66%
Sewer	716,326	1,450,376	49%
Municipal Parking	76,680	148,876	52%
Refuse	538,848	1,302,563	41%
Aqua Center	222,051	533,262	42%
Tennis and Health	172,967	389,973	44%
DownTown	275,245	1,083,786	25%
TIF - Downtown	886,581	1,099,200	81%
TIF - Norwood	0	0	0%
Vehicle Services*	555,715	1,004,434	55%
Bond Retirement	207,789	235,990	88%
Capital Projects	162,111	1,287,806	13%
Foreign Fire Insurance	9,349	18,165	51%
<u>Transfers from General Fund:</u>			
To Capital Projects	80,000	160,000	50%
To Downtown	77,518	155,036	50%
To Aqua Center	125,000	250,000	50%
To Tennis & Health	65,000	110,000	59%
To Library	<u>5,000</u>	<u>10,000</u>	50%
Subtotal	25,022,515	51,992,447	48%
Library	<u>719,393</u>	<u>2,094,979</u>	34%
TOTAL FUNDS**	<u>25,741,909</u>	<u>54,087,426</u>	48%

* Vehicle Services is an internal service fund. The revenues are contributions from other funds.

** When expenditures exceed revenues, prior fund balances have been utilized.

*** Transfers have been made and are now recorded directly in the Police and Fire departments.

**Village of Park Forest
2016/2017 Budget Review
as of December 31, 2016**

**DOWNTOWN PARK FOREST
REVENUES**

PRELIMINARY RESULTS

	FY 16/17 SIX MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
REVENUES			
DownTown Rent	325,660	525,000	62%
Farmers Market	30	4,100	1%
Common Area Revenue	44,355	88,511	50%
Hall Rental	3,500	13,000	27%
Other Business Licenses	19,987	30,075	66%
Transfer from General Fund (CAM)	77,518	155,036	50%
Miscellaneous	4,800	6,000	80%
Interest	<u>3,328</u>	<u>600</u>	555%
TOTAL REVENUE	<u>479,178</u>	<u>822,322</u>	58%
<u>Net Income (Loss)</u>	<u>203,934</u>	<u>(261,464)</u>	
Major Capital Outlays	0		
Depreciation	<u>34,604</u>		
Cash Flow	<u>238,537</u>		
<u>Beginning Net Cash</u>	1,261,284		
<u>Ending Net Cash</u>	1,499,821		

**Village of Park Forest
2016/2017 Budget Review
as of December 31, 2016**

**DOWNTOWN PARK FOREST
EXPENSES**

PRELIMINARY RESULTS

	FY 16/17 SIX MONTHS ACTUAL	BUDGET	PERCENT OF BUDGET
EXPENSES			
<u>Personnel Services</u>			
Regular Salaries	42,030	97,777	43%
Overtime Salaries	769	1,500	51%
Temporary/Part time Salaries	<u>32,468</u>	<u>82,656</u>	39%
Total Personnel Services	75,267	181,933	41%
<u>Employee Support/Insurance</u>			
	22,343	54,845	41%
<u>IRMA</u>			
	0	25,000	0%
<u>Professional Services</u>			
	4,303	15,500	28%
<u>Property Taxes</u>			
	(2,300)	200,000	-1%
<u>Operating Supplies</u>			
	12,863	24,100	53%
<u>Maintenance</u>			
	71,816	197,500	36%
<u>Capital Outlays</u>			
	0	178,900	0%
<u>Depreciation</u>			
	34,604	69,208	50%
<u>Miscellaneous</u>			
	300	2,500	12%
<u>Rentals</u>			
	4,500	9,000	50%
<u>Utilities</u>			
	<u>51,549</u>	<u>125,300</u>	41%
TOTAL EXPENSES	<u>275,245</u>	<u>1,083,786</u>	25%

**ILLINOIS FUNDS
MONEY MARKET FUND
MONTHLY RATE HISTORY**

**ILLINOIS FUNDS
MONEY MARKET FUND
MONTHLY RATE HISTORY**

**ILLINOIS FUNDS
MONEY MARKET FUND
MONTHLY RATE HISTORY**

**ILLINOIS FUNDS
MONTHLY RATE HISTORY
MONEY MARKET**

Date	Annualized Rate	Daily Factor
01-Jul-07	4.490%	0.000123001700
02-Jul-07	4.927%	0.000134995000
03-Jul-07	4.940%	0.000135344700
04-Jul-07	4.940%	0.000135344700
05-Jul-07	5.026%	0.000137688200
06-Jul-07	5.029%	0.000137793700
07-Jul-07	5.029%	0.000137793700
08-Jul-07	5.029%	0.000137793700
09-Jul-07	5.054%	0.000138471700
10-Jul-07	5.058%	0.000138575800
11-Jul-07	5.075%	0.000139052600
12-Jul-07	5.108%	0.000139956500
13-Jul-07	5.116%	0.000140151600
14-Jul-07	5.116%	0.000140151600
15-Jul-07	5.116%	0.000140151600
16-Jul-07	5.147%	0.000141015800
17-Jul-07	5.113%	0.000140085600
18-Jul-07	5.090%	0.000139442900
19-Jul-07	5.090%	0.000139457900
20-Jul-07	5.092%	0.000139498100
21-Jul-07	5.092%	0.000139498100
22-Jul-07	5.092%	0.000139498100
23-Jul-07	5.123%	0.000140346800
24-Jul-07	5.133%	0.000140618600
25-Jul-07	5.120%	0.000140260700
26-Jul-07	5.182%	0.000141959900
27-Jul-07	5.152%	0.000141146800
28-Jul-07	5.152%	0.000141146800
29-Jul-07	5.152%	0.000141146800
30-Jul-07	5.180%	0.000141905800
31-Jul-07	5.080%	0.000139178600

Date	Annualized Rate	Daily Factor
01-Aug-08	2.158%	0.000058958000
02-Aug-08	2.158%	0.000058958000
03-Aug-08	2.158%	0.000058958000
04-Aug-08	2.117%	0.000057848700
05-Aug-08	2.046%	0.000055897100
06-Aug-08	2.009%	0.000054885800
07-Aug-08	2.009%	0.000054885400
08-Aug-08	2.015%	0.000055061400
09-Aug-08	2.015%	0.000055061400
10-Aug-08	2.015%	0.000055061400
11-Aug-08	2.053%	0.000056083400
12-Aug-08	1.996%	0.000054535000
13-Aug-08	2.052%	0.000056065400
14-Aug-08	2.103%	0.000057460100
15-Aug-08	2.151%	0.000058778200
16-Aug-08	2.151%	0.000058778200
17-Aug-08	2.151%	0.000058778200
18-Aug-08	2.110%	0.000057662100
19-Aug-08	2.001%	0.000054678900
20-Aug-08	1.964%	0.000053667400
21-Aug-08	2.027%	0.000055388800
22-Aug-08	2.039%	0.000055715100
23-Aug-08	2.039%	0.000055715100
24-Aug-08	2.039%	0.000055715100
25-Aug-08	2.051%	0.000056025400
26-Aug-08	2.056%	0.000056180900
27-Aug-08	2.044%	0.000055858100
28-Aug-08	2.047%	0.000055939800
29-Aug-08	2.097%	0.000057289200
30-Aug-08	2.097%	0.000057289200
31-Aug-08	2.097%	0.000057289200

Date	Annualized Rate	Daily Factor
01-Aug-10	0.191%	0.000005245200
02-Aug-10	0.229%	0.000006267100
03-Aug-10	0.229%	0.000006267100
04-Aug-10	0.194%	0.000005323200
05-Aug-10	0.199%	0.000005448800
06-Aug-10	0.199%	0.000005458900
07-Aug-10	0.199%	0.000005458900
08-Aug-10	0.199%	0.000005458900
09-Aug-10	0.189%	0.000005176600
10-Aug-10	0.176%	0.000004834000
11-Aug-10	0.168%	0.000004592300
12-Aug-10	0.178%	0.000004875100
13-Aug-10	0.194%	0.000005309700
14-Aug-10	0.194%	0.000005309700
15-Aug-10	0.194%	0.000005309700
16-Aug-10	0.233%	0.000006380300
17-Aug-10	0.210%	0.000005765100
18-Aug-10	0.186%	0.000005093900
19-Aug-10	0.180%	0.000004935500
20-Aug-10	0.188%	0.000005141200
21-Aug-10	0.188%	0.000005141200
22-Aug-10	0.188%	0.000005141200
23-Aug-10	0.183%	0.000005001700
24-Aug-10	0.181%	0.000004953500
25-Aug-10	0.178%	0.000004868000
26-Aug-10	0.196%	0.000005378700
27-Aug-10	0.186%	0.000005109100
28-Aug-10	0.186%	0.000005109100
29-Aug-10	0.186%	0.000005109100
30-Aug-10	0.178%	0.000004889200
31-Aug-10	0.214%	0.000005859400

Date	Daily Factor
1-Jan-17	0.543%
2-Jan-17	0.543%
3-Jan-17	0.564%
4-Jan-17	0.579%
5-Jan-17	0.575%
6-Jan-17	0.585%
7-Jan-17	0.585%
8-Jan-17	0.585%
9-Jan-17	0.585%
10-Jan-17	0.593%
11-Jan-17	0.590%
12-Jan-17	0.592%
13-Jan-17	0.591%
14-Jan-17	0.591%
15-Jan-17	0.591%
16-Jan-17	0.591%
17-Jan-17	0.598%
18-Jan-17	0.605%
19-Jan-17	0.602%
20-Jan-17	0.597%
21-Jan-17	0.597%
22-Jan-17	0.597%
23-Jan-17	0.598%
24-Jan-17	0.600%
25-Jan-17	0.602%
26-Jan-17	0.599%
27-Jan-17	0.600%
28-Jan-17	0.600%
29-Jan-17	0.600%
30-Jan-17	0.606%
31-Jan-17	0.610%

Average 5.066 %

Average 2.067 %

Average 0.193 %

AVERAGE DAILY YIELD 0.590%

See reverse side for Prime Fund rate

See reverse side for Prime Fund rate

MEMORANDUM

DATE: February 15, 2017

TO: Mayor John Ostenburg
Board of Trustees

FROM: Mary G. Dankowski, Deputy Village Manager/Finance Director

RE: Current Year Trends

The current year trends are impacted by distribution of funds from the State in certain revenue categories and the possibility of further reductions.

Sales & Use Tax

The Village combines sales and use tax in its revenue presentation because they both relate to sales. The difference is, the straight Sales Tax number is 1% of sales made in Park Forest. The Use Tax revenue relates to sales made statewide to companies outside of the State. Use Tax is included in the Local Government Distribution Fund (LGDF) along with Income Tax and distributed on a per capita basis. Use Tax due is indicated on the State website. For the November Financial Update it was mentioned that the Village has not received distribution since August. The distributions are now being received regularly.

The attached schedule shows the twenty-two year trend in sales and use taxes. Sales and Use taxes have declined from a Fiscal 1996 high of \$1.2 million to \$572,014 received in Fiscal 2010. Prior year receipts were \$813,510. After twelve years of relatively flat sales and use tax revenue, revenue increased \$56,725 in Fiscal 2015. As indicated on the table the increase relates mostly to Use Tax. It is anticipated that sales tax will decrease slightly with the loss of Country Squire.

The Village receives sales taxes on a two to three month lag. Detailed information is received even later. The Village does not receive information on individual businesses. It does receive quarterly information four months after the fact on type of businesses. The attached schedule for the second quarter of the calendar year shows revenue by type of business. Also attached are the top ten sales tax payers. Sales tax revenue from the top ten taxpayers increased \$15,733 over the prior year to \$228,886. Maharishi Petroleum is Marathon, and Nileema is Subway. Abra Auto is the formerly name Consolidated Collision.

Income Tax, Motor Fuel Tax, State Use Tax

The Village receives Income Tax, Motor Fuel Tax, and State Use Tax based on a per capita distribution from the State. The Village's population declined from 24,656 in 1990 to 23,462 in 2000. Population declined further to 21,975 in 2010. The overall state population increased. The Village began to feel the impact of this population reduction in March 2011. But, surprisingly a major decrease in revenue did not occur in 2012 or 2013. Increases in State

employment could be a factor. As indicated on the following “Key Revenue Comparison”, Income Tax revenues finally recovered to the 2008 level in 2015 and then backed off a little in 2016. Income tax revenues are tracking \$116,286 lower than at this point last year. This reduction has been seen across the board at various municipalities. The Village receives income tax on a two-three month lag.

KEY REVENUE COMPARISON									
	Fiscal	Fiscal	Fiscal	Fiscal	Fiscal	Fiscal	Fiscal	Fiscal	Fiscal
	2008	2009	2010	2011	2012	2013	2014	2015	2016
Sales Tax	\$ 670,036	\$ 615,553	\$ 576,938	\$ 649,933	\$ 656,921	\$ 696,244	\$ 705,591	\$ 779,014	\$ 838,061
Utility Tax	1,780,647	1,642,644	1,520,243	1,516,055	1,691,132	1,347,796	1,315,502	1,250,760	1,093,283
State Income Tax	2,223,207	1,982,466	1,788,235	1,819,373	1,892,338	2,070,101	2,104,560	2,279,826	2,201,109
PPRT	183,208	168,986	147,846	201,802	182,870	205,600	208,074	224,574	203,883
R. E. Transfer Tax	247,194	229,373	132,280	62,235	117,805	72,420	79,969	86,350	371,061
Building Permit Fees	102,045	77,260	118,729	81,207	118,812	86,480	82,637	91,137	98,449
Interest Income	251,034	98,928	55,644	77,767	61,519	17,896	97,899	83,491	90,297
	5,457,371	4,815,210	4,339,915	4,408,372	4,721,397	4,496,537	4,594,232	4,795,152	4,896,143

Motor Fuel Tax receipts have resumed at approximately the same level as prior year.

Utility Tax

Utility taxes have historically been a fairly stable revenue source reflecting 5% of total General Fund revenues. Other than the one-time audit adjustment of \$300,000 in April 2012, utility taxes have steadily declined over the last eight years, going from \$1,780,648 to \$1,093,284 a reduction of \$687,364. This has been attributed to better energy efficient appliances and heating units, a reduction in telephone land lines, affects of bundling services and deregulation.

Property Taxes

After a consistent pattern of collecting 94% of the Villages’ extended levy in Fiscal 2014 this collection rate dropped to 92%. In Fiscal 2015 collections dropped further to 90% of the extended levy. Even with conservative budgeting the Village only collected 96% of the Budget in 2016. Collections are impacted by ‘zombie’ properties (properties which owners walk away from). Collections are also impacted by properties the Village is in the process of acquiring where back taxes will be extinguished.

Expenditure Trends

Over the last several years identified expenditure trends have been brought to the Board’s attention. Specifically when **IRMA**, **health insurance**, **IMRF**, and other **pension costs** were increasing at 10% to 20%, the Board was alerted and the tax levy was impacted.

IRMA (Intergovernmental Risk Management Association)

The Village’s net IRMA costs increased 46% from \$846,501 in 2008 to \$1,235,484 in 2009. For 2010 costs increased a further 6% to \$1,314,766. In an effort to reduce costs, the Village increased the deductible on claims from \$2,500 to \$10,000 in 2011. The January 2011 IRMA bill reflecting these changes was \$839,590, a \$475,176 reduction. In addition,

investment market improvements generated a surplus distribution of \$103,109 in 2011, \$98,241 for 2012, \$54,740 for 2013, \$57,756 for 2014, \$65,050 for 2015 and \$237,917 for 2016 and \$243,965 for 2017.

IRMA Costs						
	<u>Annual</u> <u>Contribution</u>	<u>Surplus Credit</u>	<u>Optional</u> <u>Deductible</u> <u>Credit</u>	<u>Net Premium</u> <u>Paid By</u> <u>Village</u>	<u>Fiscal Year</u> <u>Deductible</u> <u>Expense</u>	<u>Combined</u> <u>Total Cost</u>
2005*	\$ 784,528	(\$104,246)	--	\$ 680,092	\$ 32,383	\$ 712,475
2006*	953,141	(148,666)	--	804,475	28,000	\$ 832,475
2007*	1,023,751	(123,008)	--	900,743	47,749	\$ 948,492
2008*	962,341	(115,840)	--	846,501	70,929	\$ 917,430
2009	1,235,484	-	--	1,235,484	81,340	\$ 1,316,824
2010	1,314,766	-	--	1,314,766	51,318	\$ 1,366,084
2011* 1)	1,035,933	(103,109)	(93,234)	839,590	46,480	\$ 886,070
2012* 2)	1,150,285	(98,241)	(437,108)	614,936	93,577	\$ 708,513
2013*	1,110,319	(54,740)	(444,138)	611,451	127,375	\$ 738,826
2014*	847,583	(57,756)	(338,955)	450,872	292,994	\$ 743,866
2015	836,570	(65,050)	(376,457)	395,063	269,189	\$ 664,252
2016	868,145	(237,917)	(355,939)	274,289	618,998	\$ 893,287
2017	732,711	(243,965)	(315,066)	173,680		

- * Years where surplus credit reduced payment
- 1) Increase deductible from \$2,500 to \$10,000
- 2) Increase deductible from \$10,000 to \$100,000

Beginning in January 2012 the IRMA deductible was increased to \$100,000. A \$500,000 Assigned Fund Balance in the General Fund was established to serve as a reserve for potential deductibles. In addition the Village budgeted \$400,000 for deductible costs, encumbering an additional \$200,000. Deductible expenses for the first seven months of fiscal 2017 are already at \$153,022 down slightly from the prior year. Prior year savings have funded:

- Salt Dome
- Village-wide computer system upgrades
- Salary study and implementation

The savings in IRMA premium costs for 2017 will allow for a \$300,000 transfer to the pension funds.

Health Insurance costs are in a state of flux. The health insurance industry indicated that the cost for insuring additional people now covered under the health reform act would amount to larger premiums for existing customers. The potential long-term savings in hospital and other medical costs by having more people insured is currently unknown. Health Savings Accounts (HSA's) have been offered to employees to save costs.

The table below shows the Village share of health insurance. Over the last eleven years the Village cost has increased \$1,030,784 or 99%. Included in the table are the costs for the four disabled public safety individuals who legislatively are allowed 100% insurance coverage. The costs currently for these individuals are \$47,084 per year. Village costs are as follows:

	<u>Insurance Total Cost</u>	<u>Increase</u>
Fiscal 2005/2006	\$1,036,999	
Fiscal 2006/2007	1,203,069	16%
Fiscal 2007/2008	1,276,767	6%
Fiscal 2008/2009	1,478,889	16%
Fiscal 2009/2010	1,524,014	3%
Fiscal 2010/2011	1,624,529	7%
Fiscal 2011/2012	1,717,769	6%
Fiscal 2012/2013	1,711,334	-.4%
Fiscal 2013/2014	1,792,557	5%
Fiscal 2014/2015	1,886,798	5%
Fiscal 2015/2016	1,991,314	6%
Fiscal 2016/2017 est.	2,190,445	10%

The Village has not received final information as yet about increases for 2017/2018.

IMRF rates decreased from 12.43% to 11.68% in 2017. After seven years of maintaining the same tax levy for IMRF an increase in levy was approved in 2016. New legislation adopted April 2010 and effective with hires after January 2011 created a second tier of IMRF pension. Some of the changes include:

Tier II Benefits

- Increased vesting to 10 years (previously eight years).
- Increased the age to receive full retirement benefits to age 67 (previously age 60).
- Increased the age to receive a reduced retirement benefit to age 62 (previously age 55).
- Increased the number of months used to calculate the final rate of earnings.
- Caps the final rate of earnings used to calculate a pension at \$106,800.

It is anticipated that this will cause some municipal savings in the long-term.

Fund Summary

Unassigned General Fund Balance 6/30/16	\$ 10,156,464
Budgeted Carryover (2015/2016)	
Fund balance use for operations	(1,621,952)
Roadway Matching Funds - FAU Routes	(500,000)
Reduced tax levy	(790,000)
Transfer for	
Aqua Center Parking	(124,000)
Tennis & Health Parking	(35,000)
Police & Fire Pensions	(300,000)
Committed use of Fund Balance	<u>(3,370,952)</u>
Adjusted Unassigned Fund Balance representing 3.3 months reserve	\$ 6,785,512

(The Board's Fiscal Policies require a reserve of 3-4 months of operations. One month's operating expenditures are \$2,060,260.)

Police & Fire Pension

In 2011 legislation extended the amortization period from 22 years to 30 years, allowing the Village to spread the total liability over a longer period of time. This legislative change gave the Village the opportunity to save tax dollars, and reduce interest rate assumptions in 2012. Interest rate assumptions decreased from 7.5% to 7%. In 2013 and 2015 new mortality tables impacted the actuarially determined levy needs. In addition, dismal returns on fixed income investments warrant a further reduction in interest rate assumptions to 6.75%. Police and Fire personnel also have Tier II benefits that will produce reduced costs long-term.

Tier II Benefits Police & Fire

- Increased minimum retirement age from 50 to 55 with 10 years of service.
- Pension calculated @ 2.5% for each year up to 75% maximum.
- Early retirement option at 50 with reduced benefits.
- Final salary for pension purposes is best 8 out of last 10 years.
- Caps final rate of earnings at maximum of \$106,800 (increased annually by 3% or ½ of CPI).
- Fire and Police Pensions must now be 90% funded by 2040. Previously were required to be 100% funded by 2033.

The last nine years of Pension levies and associated funding levels are as follows:

	Police		Fire	
	<u>Levy</u>	<u>Funded Ratio</u>	<u>Levy</u>	<u>Funded Ratio</u>
2007	759,455	66.93%	585,135	59.98%
2008	856,887	63.33%	619,393	58.76%
2009	981,636	58.44%	706,393	51.85%
2010	1,033,223	60.08%	752,677	53.20%
2011	1,044,419	57.40%	705,279	52.38%
2012	1,135,449	54.78%	739,802	52.79%
2013	1,349,138	53.9%	891,037	50.8%
2014	1,469,138	52.0%	971,037	51.0%
2015	1,689,415	46.6%	999,214	49.0%
2016	1,904,411	44.24%	1,201,675	46.20%

In 2015 new mortality tables impacted the actuarial results. In 2015 the Board approved an additional \$50,000 in funding both the Police and Fire Pension Fund. For fiscal 2017 a \$300,000 additional contribution is recommended to assist in funding levels.

Other Issues

Foreclosures and vacant properties always have the potential for problems. Following is a summary of housing information:

Housing Information Summary

	<u>June</u> <u>2007</u>	<u>June</u> <u>2008</u>	<u>June</u> <u>2009</u>	<u>June</u> <u>2010</u>	<u>June</u> <u>2011</u>	<u>June</u> <u>2012</u>	<u>June</u> <u>2013</u>	<u>June</u> <u>2014</u>	<u>June</u> <u>2015</u>	<u>June</u> <u>2016</u>
# of houses vacant*	174	215	235	192	325	421	387	601	554	518
# of houses in foreclosure	131	205	310	368	470	504	808	744	665	556
# in foreclosure/occupied	24	80	187	259	278	300	638	409	381	356
# of houses reoccupied	14	14	47	46	30	42	74	57	49	48
# of new listings	22	58	56	66	69	77	305	45	38	33

* Defined as all VA and HUD owned properties, plus all other properties vacant six (6) months or longer.

Housing Authority

The attached schedule shows the number of portable housing certificates in the Village from June 2010 of 368 to a high in May 2016 of 658. This represented a steady increase over the six year period. In December portable certificates were 628, representing a leveling off and slight decline.

DownTown Assessment

In 2012 the Cook County Assessor's office established leasehold PINs (Property Index Numbers) for the leases in the Downtown. These PINs were assessed and there was the potential of tax bills for the Downtown in the amount of \$719,029.76. The Village appealed the assessment and taxes were reduced to \$119,327.29. The plan was as tenants move out and new tenants move in, staff informs the Assessor and new PINs are created. After evaluating this plan for one year the Assessor is modifying its approach. In addition, the first floor of building one and seven were not assessed. For the first installment bills for 2016 new PIN numbers were assigned for the majority of the Downtown tenants. No taxes were charged for the first installment because of this change. The second installment reflected the entire amount due for the year. Property taxes for the Downtown are at a \$250,000 level.

TIF

The TIF was re-established in November 1997. It is set to expire November 2020. Tax increment dollars are used primarily to pay debt service. This debt currently at \$4.1 million includes the remaining portion of the \$10 million of debt existing at the time the TIF was re-established. Currently the \$1.2 million annual debt service payment utilizes \$900,000 of TIF increment. The TIF owes the Village \$4.4 million. Should the Village extend the TIF the likelihood of recovering these funds would increase. This effort would require the same process as the original establishment as well as legislative support. The Board has approved a contract with Kane, McKenna for assistance.

EAV (Equalized Assessed Value)

Attached is a chart of the Village’s 10-year history of equalized assessed value. The Village was reassessed in 2008 increasing value 7.23% to \$219,491,270. In 2011, the reassessment dropped property values 25.56%. In 2012 values dropped 12.69% to \$144,211,783 and further dropped 8.07% to \$132,579,603, 7.05% to \$123,229,196 and 2.85% to \$119,712,678 the lowest level in ten years. The lower value translated to higher tax rates impacting the Village’s ability to attract commercial development. The tax rate in School District 163 increased from 34.602 to 36.408 and School District 162 from 28.651 to 30.263.

Housing values are indicated on the attached chart. The average selling price for a house in Park Forest declined after a high value in 2007 of \$122,650 to the current level at \$48,020. The volume of sales declined in is recovering slightly.

<u>Year</u>	<u>Home Sales</u>	<u>Coop Sales</u>
2007	419	n/a
2008	285	n/a
2009	259	91
2010	249	98
2011	199	111
2012	276	105
2013	295	95
2014	303	85
2015	370	108
2016	326	146

These factors have an impact on real estate transfer taxes.

Litigation

A final determination on the Thorncreek Litigation is not as yet known. In addition, a civil case is also pending against the Village.

Tax Support for Non-Core Services

Health Department

Attached and summarized below is a nine year schedule of tax support for Health Department services. As Medicare revenue has declined for home health care, alternative revenue sources have been attempted. In addition, recent action with a staffing cost reduction has been implemented through attrition. Staff will continue to monitor Village support, making suggestions for revenue enhancement or cost containment.

Village Support		
FY 2007		295,973
FY 2008		372,848
FY 2009		373,942
FY 2010		368,458
FY 2011		371,478
FY 2012		464,388
FY 2013		569,492
FY 2014		617,603
FY 2015		524,408
FY 2016		603,316

Aqua Center

The Aqua Center currently needs \$240,000 to \$260,000 to support operations annually. Recreation and Parks staff is recommending outsourcing management. This will add \$10,000 to \$20,000 to costs.

Tennis & Health Club

The Tennis & Health Club currently needs \$100,000 to \$120,000 to support operations annually.

Freedom Hall

Operating results for the last four years at Freedom Hall are as follows:

	<u>FREEDOM HALL</u>			
	FY 2016	FY 2015	FY 2014	FY 2013
<u>Revenue</u>				
Rental	\$ 30,416	\$ 25,268	\$ 30,042	\$ 38,039
Events	3,791	4,656	4,263	4,597
Series	63,038	39,664	49,041	38,310
Arts Council Grant	<u>-</u>	<u>4,425</u>	<u>4,275</u>	<u>4,000</u>
Total Revenue	\$ 97,245	\$ 74,013	\$ 87,621	\$ 84,946
<u>Expenditures</u>	<u>(326,610)</u>	<u>(334,060)</u>	<u>(390,780)</u>	<u>(343,349)</u>
Village Support	\$ (229,365)	\$ (260,047)	\$ (303,159)	\$ (258,403)

Sound Mitigation

At the time of the CN settlement, in Fiscal year 2010, \$1,500,000 was set aside for potential sound mitigation or Eastgate redevelopment. The settlement agreement imposed no restrictions on these dollars. The total dollars were subsequently allocated to Phase I sound mitigation, west of Western, for \$500,000, Phase II sound mitigation, Eastgate, for \$522,200 with the remaining

\$477,800 as unassigned. The time line for Phase I distribution to residents has expired. Distributions were as follows:

Calendar Year Distribution	# of participants	Dollars Distributed
2011	35	100,014
2012	8	22,677
2013	12	30,218
2014	7	30,284
2015	16	47,713
2016	<u>3</u>	<u>12,158</u>
	81	243,064
Balance undistributed		256,936

Phase II distribution have been extended through December 2017. To date \$99,111 has been distributed.

The balance of all these CN settlement related funds are now in the Capitals Projects Fund pending approved distribution.

Conclusion

The Board Goal of financial sustainability warrants a review of support for all non-core services, including the Health Department, Aqua Center, Tennis and Health Club, Freedom Hall, etc. Whenever possible cutting costs or enhancing revenue will be considered as opposed to eliminating services.

Village of Park Forest INCOME COMPARISON
(Warrants Processed)

SALES TAX (1%, disb.)	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL
FISCAL YEAR END 96	89,082	82,906	97,748	104,863	86,773	87,630	87,032	65,866	78,632	68,235	66,044	85,497	\$ 1,000,309
FISCAL YEAR END 97	71,444	75,797	88,658	69,763	80,805	68,158	68,530	60,883	78,043	66,281	64,776	76,862	\$ 870,000
FISCAL YEAR END 98	59,880	66,956	66,118	68,656	75,978	51,492	65,017	62,887	56,931	56,725	61,926	61,553	\$ 754,118
FISCAL YEAR END 99	63,594	69,172	76,742	68,033	70,898	68,056	56,250	53,875	49,853	48,302	51,155	53,404	\$ 729,335
FISCAL YEAR END 00	54,101	57,330	59,985	61,421	62,853	63,734	60,457	57,707	60,516	55,801	45,929	63,700	\$ 703,533
FISCAL YEAR END 01	64,587	62,172	41,926	55,507	47,531	49,090	63,806	41,016	37,965	41,761	33,940	37,611	\$ 576,913
FISCAL YEAR END 02	40,258	36,955	53,249	43,894	38,342	43,817	53,479	43,679	45,399	59,086	38,074	42,269	\$ 538,500
FISCAL YEAR END 03	38,283	37,652	38,129	38,238	36,638	36,301	34,892	36,509	37,536	34,487	39,793	39,487	\$ 447,946
FISCAL YEAR END 04	38,253	37,622	42,696	43,796	37,137	36,370	36,684	33,805	37,253	32,273	33,385	35,220	\$ 444,495
FISCAL YEAR END 05	33,692	34,200	35,772	30,325	29,817	30,052	30,336	31,059	32,363	29,136	33,727	31,072	\$ 381,550
FISCAL YEAR END 06	31,717	33,320	30,088	35,447	31,564	35,898	30,664	31,186	31,718	32,922	28,069	31,985	\$ 384,579
FISCAL YEAR END 07	32,508	31,906	31,596	26,947	30,688	27,036	32,366	31,725	34,750	27,102	31,997	29,825	\$ 368,446
FISCAL YEAR END 08	29,725	30,841	27,769	27,645	31,174	29,075	27,346	26,378	29,561	25,853	26,923	33,555	\$ 345,846
FISCAL YEAR END 09	26,725	27,723	27,720	26,157	23,921	25,712	19,429	25,508	24,683	21,437	17,509	29,440	\$ 295,963
FISCAL YEAR END 10	22,770	23,856	25,522	22,642	22,113	25,886	34,899	22,568	25,186	17,817	27,810	19,927	\$ 290,993
FISCAL YEAR END 11	29,267	23,576	27,123	25,153	26,039	26,453	26,307	24,481	28,127	24,373	19,459	32,162	\$ 312,521
FISCAL YEAR END 12	25,405	26,112	30,230	25,473	24,508	30,454	28,030	28,202	31,097	24,515	27,635	30,301	\$ 331,963
FISCAL YEAR END 13	26,945	27,181	28,738	27,147	27,274	28,449	26,613	26,618	28,908	25,663	49,907	28,285	\$ 351,729
FISCAL YEAR END 14	21,828	24,703	25,358	21,721	24,245	35,196	21,926	23,516	26,767	22,994	23,067	26,497	\$ 297,817
FISCAL YEAR END 15	23,982	24,767	26,430	23,618	24,836	26,515	24,343	22,061	31,824	21,232	20,820	24,916	\$ 295,346
FISCAL YEAR END 16	29,763	24,687	25,896	24,185	25,293	26,866	23,393	24,647	26,315	24,369	23,626	27,199	\$ 306,239
FISCAL YEAR END 17	23,812	23,157	26,224	25,268	24,028	21,663	25,265						\$ 169,417
LOCAL USE TAX	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL
FISCAL YEAR END 96	11,749	12,040	14,040	12,101	16,751	17,863	15,298	11,659	20,914	14,330	15,833	19,167	\$ 181,744
FISCAL YEAR END 97	16,390	17,803	20,917	18,178	13,242	18,250	19,166	15,529	28,699	12,896	14,533	7,942	\$ 203,545
FISCAL YEAR END 98	25,839	17,416	24,845	18,431	16,557	19,317	19,303	17,366	27,304	17,179	17,716	0	\$ 221,274
FISCAL YEAR END 99	37,384	17,062	22,025	17,332	19,705	24,230	19,475	23,767	32,263	17,561	19,151	3,144	\$ 253,099
FISCAL YEAR END 00	45,886	21,960	26,406	20,980	21,290	24,446	22,032	25,078	33,835	22,539	11,952	0	\$ 276,403
FISCAL YEAR END 01	63,122	25,962	27,210	21,208	24,453	28,621	26,248	21,550	34,529	22,759	20,814	9,190	\$ 325,665
FISCAL YEAR END 02	37,740	17,219	19,127	19,998	16,516	17,544	21,106	17,769	27,237	16,526	13,919	17,556	\$ 242,258
FISCAL YEAR END 03	16,228	15,723	17,923	15,994	16,065	19,235	17,569	16,327	24,718	15,680	13,130	17,755	\$ 206,346
FISCAL YEAR END 04	16,776	15,408	19,576	19,096	17,357	15,391	16,092	18,921	26,201	22,358	20,789	20,235	\$ 228,199
FISCAL YEAR END 05	18,216	18,894	22,457	19,627	18,830	20,404	18,433	16,849	29,208	17,418	19,592	22,392	\$ 242,321
FISCAL YEAR END 06	26,869	20,983	24,684	20,081	21,636	23,186	21,501	20,734	35,604	22,977	23,044	21,778	\$ 283,078
FISCAL YEAR END 07	26,498	23,623	27,221	22,814	27,838	27,213	25,698	23,018	35,119	20,589	19,858	24,206	\$ 303,694
FISCAL YEAR END 08	24,691	26,863	31,526	23,154	24,358	26,479	27,082	27,290	38,904	25,387	23,342	29,886	\$ 328,962
FISCAL YEAR END 09	27,559	25,342	31,146	26,071	32,833	29,827	28,550	25,545	36,747	23,391	20,915	25,094	\$ 333,019
FISCAL YEAR END 10	25,622	21,671	28,815	22,895	20,451	22,074	21,397	19,112	32,853	19,550	15,549	31,030	\$ 281,020
FISCAL YEAR END 11	23,615	22,385	28,882	24,009	23,263	27,029	34,004	26,434	41,613	25,450	27,360	28,368	\$ 332,412
FISCAL YEAR END 12	26,504	25,822	28,532	22,836	27,198	20,627	25,939	26,119	39,916	25,507	23,131	28,596	\$ 320,727
FISCAL YEAR END 13	26,373	27,576	30,832	25,479	28,447	29,145	28,325	29,839	42,619	29,667	22,222	27,892	\$ 348,417
FISCAL YEAR END 14	30,611	27,031	35,901	30,885	28,858	31,134	33,412	31,455	49,491	26,242	25,762	34,014	\$ 384,797
FISCAL YEAR END 15	31,357	33,316	37,187	31,710	34,340	41,669	39,425	37,481	56,813	20,100	39,232	41,364	\$ 443,994
FISCAL YEAR END 16	40,603	38,675	43,623	40,445	36,957	42,493	42,794	42,172	60,306	37,052	37,769	44,381	\$ 507,271
FISCAL YEAR END 17	43,228	42,064	47,442	37,757	41,161	42,312	46,147						\$ 300,111
SALES & USE TAX COMBINED	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL
FISCAL YEAR END 96	104,558	98,576	115,453	120,524	107,279	109,075	106,058	81,566	102,670	85,928	85,414	108,405	\$ 1,225,507
FISCAL YEAR END 97	91,453	97,220	113,053	91,410	98,177	90,076	91,947	80,560	109,906	82,580	83,104	88,585	\$ 1,118,070
FISCAL YEAR END 98	89,721	88,594	94,834	90,993	96,590	74,340	88,911	84,405	87,548	77,535	83,369	65,518	\$ 1,022,357
FISCAL YEAR END 99	105,176	90,699	102,665	89,514	95,829	96,429	80,111	81,426	85,031	69,933	74,453	60,347	\$ 1,031,614
FISCAL YEAR END 00	104,933	83,829	90,768	86,799	88,598	92,609	87,368	87,438	98,246	82,596	62,061	65,182	\$ 1,030,428
FISCAL YEAR END 01	135,801	92,727	73,598	81,153	76,258	82,093	94,753	67,310	76,390	68,715	58,966	48,929	\$ 956,692
FISCAL YEAR END 02	84,542	58,289	76,585	67,846	58,903	65,560	79,013	65,982	76,057	79,250	55,772	63,917	\$ 831,716
FISCAL YEAR END 03	61,306	53,375	56,052	54,231	52,703	55,536	52,461	52,836	62,254	50,167	52,923	57,242	\$ 661,086

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Village of Park Forest INCOME COMPARISON
(Warrants Processed)

SALES & USE TAX COMBINED (Continued from previous page)													
FISCAL YEAR END 04	55,029	53,029	62,272	62,892	54,494	51,761	52,776	52,726	63,455	54,631	54,173	55,455	\$ 672,693
FISCAL YEAR END 05	51,908	53,094	58,229	49,952	48,647	50,456	48,769	47,908	61,571	46,554	53,319	53,464	\$ 623,870
FISCAL YEAR END 06	58,586	54,304	54,772	55,528	53,201	59,084	52,165	51,919	67,323	55,899	51,113	53,763	\$ 667,657
FISCAL YEAR END 07	59,005	55,529	58,817	49,761	58,526	54,249	58,065	54,743	69,869	47,692	51,855	54,031	\$ 672,140
FISCAL YEAR END 08	54,416	57,704	59,295	50,799	55,532	55,554	54,428	53,668	68,465	51,240	50,265	63,441	\$ 674,808
FISCAL YEAR END 09	54,284	53,064	58,866	52,229	56,754	55,539	47,979	51,052	61,429	44,828	38,424	54,534	\$ 628,982
FISCAL YEAR END 10	48,391	45,527	54,337	45,537	42,564	47,960	56,296	41,680	58,039	37,367	43,358	50,957	\$ 572,014
FISCAL YEAR END 11	52,882	45,961	56,004	49,162	49,302	53,482	60,311	50,915	69,740	49,823	46,819	60,531	\$ 644,932
FISCAL YEAR END 12	51,909	51,934	58,762	48,309	51,706	51,082	53,970	54,321	71,012	50,023	50,766	58,898	\$ 652,690
FISCAL YEAR END 13	53,318	54,756	59,570	52,626	55,721	57,595	54,939	56,458	71,528	55,331	72,128	56,176	\$ 700,145
FISCAL YEAR END 14	52,439	51,734	61,259	52,606	53,103	66,330	55,338	54,972	76,258	49,236	48,829	60,511	\$ 682,614
FISCAL YEAR END 15	55,339	58,083	63,617	55,328	59,177	68,183	63,768	59,542	88,637	41,332	60,053	66,281	\$ 739,339
FISCAL YEAR END 16	70,365	63,362	69,520	64,630	62,250	69,359	66,187	66,819	86,622	61,421	61,395	71,580	\$ 813,510
FISCAL YEAR END 17	67,040	65,221	73,666	63,025	65,189	63,975	71,412	-	-	-	-	-	\$ 469,528
INCOME TAX	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL
FISCAL YEAR END 96	130,302	83,966	91,449	136,643	89,218	86,987	116,622	150,785	95,907	121,898	167,650	139,618	\$ 1,411,045
FISCAL YEAR END 97	136,615	92,435	92,297	146,411	94,968	83,133	136,995	153,562	100,696	138,470	184,309	150,840	\$ 1,510,732
FISCAL YEAR END 98	156,677	104,265	95,571	162,685	99,904	91,215	155,169	160,019	109,172	148,998	214,425	170,210	\$ 1,668,311
FISCAL YEAR END 99	169,973	100,806	105,971	165,109	108,184	95,888	161,394	177,360	107,172	154,321	217,634	187,850	\$ 1,751,663
FISCAL YEAR END 00	169,945	104,464	113,036	154,650	117,821	113,880	139,661	201,335	115,490	197,729	207,054	230,471	\$ 1,865,535
FISCAL YEAR END 01	176,423	106,849	115,374	187,623	112,285	118,191	149,435	205,845	114,341	168,606	266,123	178,402	\$ 1,899,497
FISCAL YEAR END 02	154,954	96,092	103,198	147,914	107,817	105,176	133,460	164,953	103,775	134,936	201,832	120,491	\$ 1,574,598
FISCAL YEAR END 03	143,628	98,088	99,161	143,680	100,292	94,738	143,841	153,261	107,815	126,180	194,965	124,089	\$ 1,529,739
FISCAL YEAR END 04	128,117	84,165	84,530	121,059	80,997	104,907	131,515	144,333	95,055	124,216	192,349	105,565	\$ 1,396,808
FISCAL YEAR END 05	140,044	93,257	107,165	150,994	104,942	101,635	142,154	173,082	112,884	164,299	238,832	148,283	\$ 1,677,570
FISCAL YEAR END 06	165,734	103,321	109,125	174,784	114,522	103,817	156,632	193,074	109,287	175,371	260,873	186,412	\$ 1,852,951
FISCAL YEAR END 07	176,850	109,763	116,142	198,653	120,131	117,808	157,956	219,073	116,086	197,712	307,022	195,829	\$ 2,033,024
FISCAL YEAR END 08	193,902	116,389	119,389	203,402	130,737	119,141	175,788	259,766	138,686	200,174	357,301	190,997	\$ 2,205,672
FISCAL YEAR END 09	211,437	123,287	118,531	210,817	131,666	102,557	173,184	217,752	118,014	182,193	285,759	152,580	\$ 2,027,777
FISCAL YEAR END 10	166,126	113,085	107,977	166,389	125,364	98,544	173,219	183,583	113,595	177,219	231,868	123,635	\$ 1,780,605
FISCAL YEAR END 11	173,757	113,916	116,824	169,791	127,783	141,320	161,116	199,103	99,305	170,837	218,268	131,178	\$ 1,823,197
FISCAL YEAR END 12	169,933	116,909	112,529	178,730	113,826	107,172	159,229	183,582	122,478	190,170	276,121	145,172	\$ 1,875,850
FISCAL YEAR END 13	186,422	116,982	116,036	182,708	138,055	113,932	176,607	208,476	116,900	202,988	374,941	127,383	\$ 2,061,429
FISCAL YEAR END 14	195,094	121,212	118,252	206,309	136,595	109,028	201,902	214,270	122,382	214,011	332,139	123,712	\$ 2,094,906
FISCAL YEAR END 15	204,748	119,441	116,801	208,407	140,507	105,652	179,010	267,083	116,514	238,100	393,915	163,586	\$ 2,253,763
FISCAL YEAR END 16	230,811	133,944	127,574	224,216	147,839	115,620	216,936	237,396	137,436	212,658	299,738	143,275	\$ 2,227,442
FISCAL YEAR END 17	204,478	119,076	130,066	192,202	129,002	116,873	188,957						\$ 1,080,653
EXCISE/TELECOMMUNICATIONS TAX	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL
FISCAL YEAR END 03	--	--	--	--	--	--	--	--	--	27,230	85,366	100,554	\$ 213,150
FISCAL YEAR END 04	52,538	86,018	68,001	58,685	93,414	54,089	75,172	78,557	65,156	73,143	72,031	71,996	\$ 848,800
FISCAL YEAR END 05	74,437	71,427	80,385	62,999	85,593	68,885	78,916	60,819	84,630	74,652	78,068	72,227	\$ 893,039
FISCAL YEAR END 06	84,006	74,329	74,392	82,452	71,419	69,077	84,667	74,047	71,472	64,837	81,887	74,142	\$ 906,726
FISCAL YEAR END 07	66,003	74,803	70,437	78,211	68,558	73,303	58,917	68,802	70,597	80,190	63,953	73,846	\$ 847,620
FISCAL YEAR END 08	79,125	75,953	67,416	74,138	56,002	80,877	58,030	73,391	106,970	64,928	77,945	77,110	\$ 891,886
FISCAL YEAR END 09	68,559	76,467	72,729	74,197	71,475	71,546	65,691	79,128	67,539	77,341	70,612	63,924	\$ 859,209
FISCAL YEAR END 10	78,288	61,642	64,237	75,530	67,766	57,914	64,240	51,770	72,454	80,904	61,799	68,938	\$ 805,481
FISCAL YEAR END 11	65,292	65,519	64,063	65,423	49,699	66,932	68,734	62,104	47,924	80,977	61,064	61,361	\$ 759,091
FISCAL YEAR END 12	70,661	63,675	62,309	60,449	61,757	60,275	57,543	61,871	51,526	56,784	55,216	395,998	\$ 1,058,063
FISCAL YEAR END 13	53,784	57,228	55,600	54,093	56,606	52,003	54,225	52,179	53,321	52,082	50,380	52,919	\$ 644,419
FISCAL YEAR END 14	51,894	50,632	48,519	51,057	49,278	48,105	51,800	48,331	48,357	48,993	45,530	48,556	\$ 591,051
FISCAL YEAR END 15	46,492	38,670	38,837	39,819	40,468	38,223	38,653	41,295	46,324	42,233	41,214	45,619	\$ 497,846
FISCAL YEAR END 16	39,349	40,533	40,412	42,706	40,337	40,267	39,926	37,614	48,757	37,960	37,065	39,751	\$ 484,675
FISCAL YEAR END 17	35,773	39,942	37,936	37,722	39,509	40,600	37,430						\$ 268,912

*Per State of IL: Telecommunications Taxes distributed to Municipalities were partially non taxable. The State will adjust 6 monthly distributions @ \$6,838.20 each, beginning August, 2014. memo of 6/18/2014

**VILLAGE OF PARK FOREST
SALES TAX COMPARISON
QUARTERLY**

(2009), 2010, 2011, 2012, 2013, 2014, 2015, 2016 (to quarter received)

	# TP		TOTAL TAX RECEIPTS	General Merchandise	Food	Drinking & Eating Places	Apparel	Furniture H.H. & Radio	Lumber, Bldg. Hardware	Automotive & Fill. Stations	Drugs and Misc. Retail	Agriculture & all others	Manufacturers	Computed Total
Ist	2010	112 Cook	64,910.95	-	10,706.86	3,576.48	43.51	-	-	17,805.13	25,901.77	2,644.39	363.92	61,042.06
		Will	642.76	-	-	-	-	-	-	-	272.52	-	8.43	280.95
		TOTAL:	65,553.71	-	-	-	-	-	-	-	26,174.29	-	372.35	61,323.01
Q U A R	2011	115 Cook	74,957.17	-	8,603.28	4,295.31	-	-	-	20,057.25	16,545.24	20,400.65	222.17	70,123.90
		64 Will	1,037.36	-	4.50	-	-	66.52	-	-	149.04	27.33	6.44	253.83
		TOTAL:	75,994.53	-	8,607.78	-	-	-	-	-	16,694.28	20,427.98	228.61	70,377.73
T E R	2012	110 Cook	81,847.98	-	10,315.79	5,453.42	-	-	-	20,624.92	36,085.57	3,353.50	272.39	76,105.59
		24 Will	603.81	-	-	-	-	-	-	68.77	208.70	46.31	-	323.78
		TOTAL:	82,451.79	-	-	-	-	-	-	20,693.69	36,294.27	3,399.81	-	76,429.37
C A L E	2013	119 Cook	102,397.64	-	9,474.00	5,156.37	85.27	-	-	20,395.15	57,355.49	3,588.66	343.69	96,398.63
		26 Will	1,456.79	-	-	-	-	-	-	1,061.48	137.76	54.46	-	1,253.70
		TOTAL:	103,854.43	-	-	-	-	-	-	21,456.63	57,493.25	3,643.12	-	97,652.33
N D A R	2014	119 Cook	71,685.50	-	12,057.11	5,293.17	159.10	-	-	11,369.61	35,297.12	3,207.38	237.12	67,620.61
		27 Will	872.05	-	-	-	-	-	-	311.37	129.32	50.37	-	491.06
		TOTAL:	72,557.55	-	-	-	-	-	-	11,680.98	35,426.44	3,257.75	-	68,111.67
	2015	132 Cook	66,151.41	-	11,278.07	-	348.19	-	-	9,981.40	31,905.14	3,791.46	274.41	57,578.67
		24 Will	817.67	-	-	-	-	-	-	63.72	260.92	275.42	-	600.06
		TOTAL:	66,969.08	-	-	-	-	-	-	10,045.12	32,166.06	4,066.88	-	58,178.73
	2016	156 Cook	73,822.59	-	11,511.06	6,678.39	172.34	-	-	12,754.41	34,253.11	3,861.05	297.71	69,528.07
		29 Will	1,905.54	-	-	-	-	-	-	-	109.30	334.48	-	443.78
		TOTAL:	75,728.13	-	-	-	-	-	-	12,754.41	34,362.41	4,195.53	297.71	69,971.85
Difference from prior year			8,759.05	-	-	-	-	-	-	2,709.29	2,196.35	128.65	297.71	11,793.12
2nd	2010	93 Cook	79,358.29	-	11,285.20	5,094.41	186.93	-	464.82	18,693.85	16,385.23	23,033.17	345.58	75,489.19
		18 Will	607.68	-	-	-	-	-	-	-	227.06	22.03	-	249.09
		TOTAL:	79,965.97	-	-	-	-	-	-	-	16,612.29	23,055.20	-	75,738.28
Q U A R	2011	98 Cook	81,131.96	-	9,385.30	-	227.70	-	-	21,943.00	23,850.26	14,573.43	281.41	70,261.10
		21 Will	614.94	-	-	-	-	-	-	-	222.37	55.57	-	277.94
		TOTAL:	81,746.90	-	-	-	-	-	-	-	24,072.63	14,629.00	-	70,539.04
T E R	2012	99 Cook	82,171.97	-	10,404.41	-	95.64	-	-	21,941.94	35,132.89	3,004.61	304.62	70,884.11
		26 Will	692.31	-	-	-	-	-	-	165.28	206.57	51.66	-	423.51
		TOTAL:	82,864.28	-	-	-	-	-	-	22,107.22	35,339.46	3,056.27	-	71,307.62
C A L E	2013	111 Cook	71,530.89	-	12,077.76	6,074.62	120.07	-	-	9,761.05	34,515.78	3,309.89	218.92	66,085.09
		23 Will	358.05	-	-	-	-	-	-	31.25	71.96	45.55	-	148.76
		TOTAL:	71,888.94	-	-	-	-	-	-	9,792.30	34,587.74	3,355.44	-	66,233.85
N D A R	2014	121 Cook	74,450.50	-	14,609.57	5,862.06	244.59	(0.01)	1,121.46	10,330.85	35,186.55	3,269.70	-	70,624.77
		23 Will	729.13	-	-	-	-	-	-	-	358.44	50.57	-	409.01
		TOTAL:	75,179.63	-	-	-	-	-	-	10,330.85	35,544.99	3,320.27	-	71,033.78
	2015	120 Cook	79,080.49	-	14,374.83	8,392.81	-	-	-	9,558.97	37,702.30	4,132.80	240.15	74,401.86
		29 Will	1,265.47	-	-	-	-	-	-	400.28	236.21	441.35	-	1,077.84
		TOTAL:	80,345.96	-	-	-	-	-	-	9,959.25	37,938.51	4,574.15	240.15	75,479.70
	2016	Cook	72,223.06	-	13,873.10	7,158.17	227.51	-	-	10,714.96	32,481.94	3,570.30	131.71	68,157.69
		Will	969.62	-	-	-	-	-	-	548.57	7.63	268.00	-	824.20
		TOTAL:	73,192.68	-	-	-	-	-	-	11,263.53	32,489.57	3,838.30	-	68,981.89
Difference from prior year			(7,153.28)	-	-	-	-	-	-	11,263.53	(5,448.94)	(735.85)	(240.15)	(6,497.81)

2-12

**VILLAGE OF PARK FOREST
SALES TAX COMPARISON
QUARTERLY**

(2009), 2010, 2011, 2012, 2013, 2014, 2015, 2016 (to quarter received)

	# TP		TOTAL TAX RECEIPTS	General Merchandise	Food	Drinking & Eating Places	Apparel	Furniture H.H. & Radio	Lumber, Bldg. Hardware	Automotive & Fill Stations	Drugs and Misc. Retail	Agriculture & all others	Manufacturers	Computed Total
2010	104	Cook	76,767.29	-	11,230.89	5,137.18	-	-	734.17	19,681.09	16,332.04	19,302.39	338.46	72,756.22
	22	Will	877.83	-	-	-	-	-	-	-	152.28	-	11.98	164.26
		TOTAL:	77,645.12	-	-	-	-	-	-	-	16,484.32	19,302.39	350.44	72,920.48
3rd Q U A	2011	103	Cook	79,795.22	-	11,924.05	-	129.24	-	19,315.84	34,350.75	3,766.22	284.17	69,770.27
	24	Will	621.41	-	-	-	-	-	-	-	184.75	19.22	-	203.97
		TOTAL:	80,416.63	-	-	-	-	-	-	-	34,535.50	3,785.44	284.17	69,974.24
R T E	2012	105	Cook	82,321.57	-	10,561.25	-	39.95	1,663.35	23,273.39	33,378.01	3,060.03	173.84	72,149.82
	25	Will	548.50	-	-	-	-	-	-	131.96	128.38	41.85	-	302.19
		TOTAL:	82,870.07	-	-	-	-	-	-	23,405.35	33,506.39	3,101.88	173.84	72,452.01
R C A L E N D A	2013	112	Cook	80,116.87	-	23,395.45	5,561.13	191.24	-	9,293.52	31,816.12	3,568.40	352.86	74,178.72
	27	Will	1,044.85	-	-	-	-	-	-	591.14	169.54	84.49	-	845.17
		TOTAL:	81,161.72	-	-	-	-	-	-	9,884.66	31,985.66	3,652.89	352.86	75,023.89
R A D A	2014	121	Cook	73,320.50	-	15,663.17	4,475.89	129.02	-	9,724.58	33,543.18	3,456.05	307.52	67,299.41
	27	Will	1,648.60	-	-	-	-	-	-	1,079.42	328.47	59.47	-	1,467.36
		TOTAL:	74,969.10	-	-	-	-	-	-	10,804.00	33,871.65	3,515.52	307.52	68,766.77
R A D A	2015	138	Cook	75,569.54	-	16,192.33	6,541.56	226.50	1,635.70	9,880.83	32,946.78	4,332.17	299.98	72,055.85
	26	Will	774.57	-	-	-	-	-	-	73.16	202.88	317.03	-	593.07
		TOTAL:	76,344.11	-	-	-	-	-	-	9,953.99	33,149.66	4,649.20	-	72,648.92
2016	138	Cook	69,678.16	-	12,783.55	7,525.08	301.15	-	-	11,263.35	29,747.95	3,738.70	240.56	65,600.34
	30	Will	1,280.55	-	-	-	-	-	-	807.14	82.36	275.13	-	1,164.63
		TOTAL:	70,958.71	-	-	-	-	-	-	12,070.49	29,830.31	4,013.83	-	66,764.97
		Difference from prior year	(5,385.40)	-	-	-	-	-	-	2,116.50	(3,319.35)	(635.37)	-	(5,883.95)
2010	129	Cook	78,266.79	-	11,230.92	6,363.23	198.84	-	-	18,081.49	16,594.59	20,436.25	256.89	73,162.21
	31	Will	648.33	-	-	-	-	-	-	-	132.64	39.57	13.49	185.70
		TOTAL:	78,915.12	-	-	-	-	-	-	-	16,727.23	20,475.82	270.38	73,347.91
4th Q U A	2011	133	Cook	86,798.04	-	11,633.34	7,250.41	364.16	-	17,989.18	38,192.63	3,656.65	1,220.71	80,307.08
	28	Will	531.47	-	-	-	-	-	-	-	121.08	45.71	9.52	176.31
		TOTAL:	87,329.51	-	-	-	-	-	-	-	38,313.71	3,702.36	1,230.23	80,483.39
R T E R	2012	135	Cook	81,309.35	-	9,663.72	5,213.96	202.17	-	20,970.57	35,059.11	3,583.80	399.85	75,093.18
	30	Will	830.63	-	-	-	-	-	-	393.35	143.69	72.41	-	609.45
		TOTAL:	82,139.98	-	-	-	-	-	-	21,363.92	35,202.80	3,656.21	399.85	75,702.63
C A L	2013	133	Cook	71,743.26	-	10,965.65	5,636.16	347.56	-	10,114.11	35,826.58	3,568.19	393.92	66,852.17
	27	Will	465.59	-	-	-	-	-	-	6.72	160.94	65.31	-	232.97
		TOTAL:	72,208.85	-	-	-	-	-	-	10,120.83	35,987.52	3,633.50	393.92	67,085.14
E N D A	2014	145	Cook	77,089.70	-	15,123.59	5,479.25	-	1,804.76	9,031.11	37,046.56	4,283.55	338.95	73,107.77
	38	Will	1,138.55	-	-	-	-	-	-	424.03	241.19	237.78	-	903.00
		TOTAL:	78,228.25	-	-	-	-	-	-	9,455.14	37,287.75	4,521.33	338.95	74,010.77
R A	2015	132	Cook	72,710.80	-	13,103.17	6,130.14	334.81	-	9,959.33	33,678.18	4,382.77	286.83	67,875.23
	24	Will	1,644.38	-	-	-	-	-	-	881.43	175.39	396.99	-	1,453.81
		TOTAL:	74,355.18	-	-	-	-	-	-	10,840.76	33,853.57	4,779.76	286.83	69,329.04
2016		Cook	-	-	-	-	-	-	-	-	-	-	-	-
		Will	-	-	-	-	-	-	-	-	-	-	-	-
		TOTAL:	-	-	-	-	-	-	-	-	-	-	-	-
		Difference from prior year	(74,355.18)	-	-	-	-	-	-	(10,840.76)	(33,853.57)	(4,779.76)	(286.83)	(69,329.04)

2-13

**VILLAGE OF PARK FOREST
SALES TAX COMPARISON
QUARTERLY**

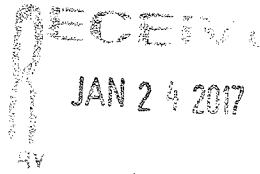
(2009), 2010, 2011, 2012, 2013, 2014, 2015, 2016 (to quarter received)

# TP		TOTAL TAX RECEIPTS	General Merchandise	Food	Drinking & Eating Places	Apparel	Furniture H.H. & Radio	Lumber, Bldg. Hardware	Automotive & Fill. Stations	Drugs and Misc. Retail	Agriculture & all others	Manufacturers	Computed Total	
2010	181	Cook	299,303.32	-	44,453.87	20,171.30	527.88	-	2,304.13	74,261.56	75,213.63	65,416.20	1,304.85	283,653.42
	44	Will	2,776.60	-	-	-	-	-	-	784.50	66.37	41.45	892.32	
		TOTAL:	302,079.92	-	-	-	-	-	-	75,998.13	65,482.57	1,346.30	284,545.74	
2011	176	Cook	322,682.39	-	41,545.97	20,868.52	777.95	-	5,181.57	79,305.27	112,938.88	2,008.46	305,023.57	
	71	Will	2,805.18	-	-	-	145.58	-	-	677.24	147.83	33.97	1,004.62	
		TOTAL:	325,487.57	-	-	-	-	-	-	113,616.12	42,544.78	2,042.43	306,028.19	
2012	185	Cook	327,650.87	-	40,945.17	22,142.62	388.90	-	5,570.63	86,810.82	139,655.58	13,001.94	1,150.70	309,666.36
	46	Will	2,675.25	-	4.68	-	-	-	-	759.36	687.34	212.23	6.87	1,670.48
		TOTAL:	330,326.12	-	40,949.85	-	-	-	-	87,570.18	140,342.92	13,214.17	1,157.57	311,336.84
2013	196	Cook	325,788.66	-	55,912.86	22,428.28	744.14	-	5,357.16	49,563.83	159,513.97	14,035.14	1,309.39	308,864.77
	43	Will	3,325.28	-	-	-	-	-	-	1,690.59	540.20	249.81	-	2,480.60
		TOTAL:	329,113.94	-	-	-	-	-	-	51,254.42	160,054.17	14,284.95	-	311,345.37
2014	201	Cook	296,546.20	-	57,453.44	21,110.37	705.69	-	5,928.33	40,456.15	141,073.41	14,216.68	1,094.18	282,038.25
	45	Will	4,388.33	-	-	-	-	-	-	1,057.42	398.49	-	-	1,455.91
		TOTAL:	300,934.53	-	-	-	-	-	-	40,456.15	142,130.83	14,615.17	-	283,494.16
2015	245	Cook	293,512.24	-	54,948.40	25,325.19	1,097.59	-	4,349.60	39,380.53	136,232.40	16,639.20	1,101.37	279,074.28
	48	Will	4,502.09	-	-	-	-	-	-	1,418.59	875.40	1,427.79	-	3,721.78
		TOTAL:	298,014.33	-	-	-	-	-	-	40,799.12	137,107.80	18,066.99	-	282,796.06
2016		Cook	-	-	-	-	-	-	-	-	-	-	-	-
		Will	-	-	-	-	-	-	-	-	-	-	-	-
		TOTAL:	-	-	-	-	-	-	-	-	-	-	-	-
		Difference from prior year	(4,502.09)	-	-	-	-	-	-	(1,418.59)	(875.40)	(1,427.79)	-	(3,721.78)
2010	179	Cook	296,308.31	-	48,121.22	20,722.19	-	-	1,661.50	69,860.30	108,579.83	30,160.45	1,620.27	280,725.76
	43	Will	2,503.51	-	-	-	-	-	-	-	983.60	53.18	36.92	1,073.70
		TOTAL:	298,811.82	-	-	-	-	-	-	109,563.43	30,213.63	1,657.19	281,799.46	
2011	186	Cook	311,123.21	-	40,450.39	20,511.99	581.99	-	3,710.19	79,762.83	73,322.13	74,712.72	1,098.93	294,151.17
	66	Will	3,178.46	-	-	-	-	173.35	-	-	656.33	125.84	39.42	994.94
		TOTAL:	314,301.67	-	-	-	-	-	-	73,978.46	74,838.56	1,138.35	295,146.11	
2012	193	Cook	330,613.21	-	44,277.59	23,146.90	640.18	-	-	79,871.88	143,780.32	13,780.98	2,081.89	307,579.74
	48	Will	2,449.00	-	-	-	-	159.83	-	-	721.10	162.90	24.60	1,068.43
		TOTAL:	333,062.21	-	-	-	-	-	-	79,871.88	144,501.42	13,943.88	2,106.49	308,648.17
2013	192	Cook	337,559.45	-	41,776.73	22,083.65	447.46	-	5,926.27	74,400.16	160,308.39	13,542.38	1,136.30	319,621.34
	43	Will	3,193.97	-	-	-	-	-	-	1,618.04	481.79	214.27	-	2,314.10
		TOTAL:	340,753.42	-	-	-	-	-	-	76,018.20	160,790.18	13,756.65	1,136.30	321,935.44
2014	203	Cook	297,996.13	-	61,027.78	22,352.52	942.49	-	4,531.22	41,108.09	138,126.37	13,613.67	1,194.49	282,896.63
	48	Will	3,111.62	-	-	-	-	-	-	-	818.24	251.04	-	1,069.28
		TOTAL:	301,107.75	-	-	-	-	-	-	41,108.09	138,944.61	13,864.71	1,194.49	283,965.91
2015		Cook	295,642.10	-	56,439.66	18,347.95	477.21	-	1,804.76	38,296.06	140,197.18	15,663.86	1,161.03	272,387.71
		Will	4,870.29	-	-	-	-	-	-	1,967.45	1,066.79	4,530.06	274.41	7,838.71
		TOTAL:	300,512.39	-	-	-	-	-	-	40,263.51	141,263.97	20,193.92	1,435.44	280,226.42
2016		Cook	-	-	-	-	-	-	-	-	-	-	-	-
		Will	-	-	-	-	-	-	-	-	-	-	-	-
		TOTAL:	-	-	-	-	-	-	-	-	-	-	-	-
		Difference from prior year	(300,512.39)	-	-	-	-	-	-	(40,263.51)	(141,263.97)	(20,193.92)	(1,435.44)	(280,226.42)

* Taxpayer information not available
- <https://www.revenue.state.il.us/app/kob/KOBReport?r=Specific>

2-14

Top Filer Report



January 17, 2017



Letter ID: CNXXXXX4451X2886

Account ID: 05724-73792

#BWNKMGV
#CNXX XXX4 451X 2886#
VILLAGE CLERK OF PARK FOREST
350 VICTORY DR
PARK FOREST IL 60466-2003

Dear Local Official:

In response to your request dated December 21, 2016, we are listing the top 10 sales tax contributors for the Village of Park Forest. The businesses are listed in Illinois Account ID number order.

Account ID	Business Name
0586-2061	WALGREENS
2264-5438	UHAUL
2889-3751	FAMILY DOLLAR INC
3381-7006	HIGHLAND PARK CVS LLC
3635-7766	MAHARISHI PETROLEUM INC
3664-5036	DOLLAR GENERAL STORE
4098-5806	ABRA AUTO BODY & GLASS LP
4135-3005	TACO BELL
5519-2718	7-ELEVEN STORE 23364B
5524-3029	NILEEMA LLC

This determination was based on the 1.00% local governments share of sales tax collected for the benefit of the Village of Park Forest in the months of December 2015 through November 2016. The businesses remitted a total of \$228,886.32 which was disbursed to the Village of Park Forest during the months of February 2016 through January 2017.

If there are any questions, please contact our office at the address or telephone number listed below.

Sincerely,

Katie Zarack
Revenue Tax Specialist

LOCAL TAX ALLOCATION DIVISION
ILLINOIS DEPARTMENT OF REVENUE
101 WEST JEFFERSON ST #3-500
SPRINGFIELD IL 62702-5145

(217) 782-7092
(217) 524-0526 fax

Village of Park Forest
Municipal Utility Tax FY16
Received at State
GL Acct 010000-400400

COM ED	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL
2008	47,776	46,681	50,582	37,169	32,466	38,547	48,345	44,790	36,144	31,585	30,361	32,613	\$ 477,059
2009	42,212	51,472	41,955	30,158	28,698	37,061	46,868	42,909	34,343	32,800	28,896	29,029	\$ 446,401
2010	41,410	34,897	39,087	30,773	30,571	33,751	45,551	38,352	34,819	30,205	27,818	35,930	\$ 423,164
2011	46,906	55,324	51,110	29,832	24,308	38,049	44,570	38,385	35,465	31,635	28,944	35,518	\$ 460,046
2012	41,652	57,387	42,550	28,971	28,385	33,060	41,823	35,938	33,883	29,844	27,160	33,696	\$ 434,349
2013	55,442	56,623	42,292	28,096	29,431	34,086	40,141	38,088	35,958	34,604	28,350	32,200	\$ 455,311
2014	41,200	43,086	42,828	34,472	29,234	35,843	43,609	42,984	37,770	32,682	28,691	33,258	\$ 445,657
2015	42,073	35,900	42,495	26,788	29,272	35,756	42,069	40,478	37,223	30,077	27,611	31,779	\$ 421,521
2016	35,743	44,212	41,960	33,071	26,788	33,351	38,810	35,938	35,213	29,239	28,403	33,791	\$ 416,519
2017	42,447	51,250	47,128	37,993	26,148	32,379							\$ 237,345
NI COR													
2008	13,160	11,247	8,677	13,254	16,236	32,334	52,274	64,884	74,674	67,380	40,867	26,769	\$ 421,756
2009	18,422	14,570	13,384	10,931	17,726	37,544	56,888	59,357	47,606	33,389	20,530	11,783	\$ 342,130
2010	10,163	10,089	9,474	11,144	12,998	23,137	45,934	58,454	51,140	34,494	20,558	13,131	\$ 300,716
2011	10,972	10,935	9,732	10,395	14,128	26,086	42,866	49,514	44,373	33,744	24,164	16,484	\$ 293,393
2012	10,920	9,425	9,414	11,058	15,636	24,037	33,663	37,464	28,727	18,995	12,959	9,749	\$ 222,047
2013	8,427	8,274	8,488	11,103	16,619	22,613	31,370	37,982	38,389	33,547	23,999	15,738	\$ 256,549
2014	10,713	8,679	8,177	8,601	20,957	27,833	41,359	52,086	58,469	50,335	31,649	18,329	\$ 337,187
2015	26,888	14,939	9,949	12,217	23,255	37,214	48,352	39,487	37,145	21,208	15,753	9,234	\$ 295,641
2016	7,468	8,157	9,106	11,228	14,551	19,871	30,165	30,397	22,812	19,920	13,646	8,934	\$ 196,255
2017	7,016	6,343	8,392	9,409	14,928	31,962							\$ 78,050
TELECOMM													
2008	67,416	74,138	56,002	80,877	58,030	73,391	106,970	64,928	77,945	77,110	68,559	76,467	\$ 881,833
2009	72,729	74,197	71,475	71,546	65,691	79,128	67,539	77,341	70,612	63,924	78,288	61,642	\$ 854,112
2010	64,237	75,530	67,766	57,914	64,240	51,770	72,454	80,904	61,799	68,938	65,292	65,519	\$ 796,363
2011	64,063	65,423	49,699	66,932	68,734	62,104	47,924	80,977	61,064	61,361	70,661	63,675	\$ 762,617
2012	62,309	60,448	61,757	60,275	57,543	61,871	51,526	56,784	55,216	395,998	53,784	57,228	\$ 1,034,739
2013	55,600	54,093	56,606	52,003	54,225	52,179	53,321	52,082	50,380	52,919	51,894	50,632	\$ 635,934
2014	48,519	51,057	49,278	48,105	51,800	48,331	48,357	48,993	45,530	48,556	46,492	(2,359)	\$ 532,659
2015	79,866	39,819	40,468	38,224	38,653	41,295	46,324	42,233	41,214	45,619	39,349	40,533	\$ 533,597
2016	40,412	42,706	40,337	40,267	39,926	37,614	48,757	37,960	37,065	39,751	35,773	39,942	\$ 480,510
2017	37,936	37,722	39,509	40,600									\$ 155,767
MUNICIPAL TAX TOTAL													
2008	128,352	132,066	115,261	131,300	106,732	144,272	207,589	174,602	188,763	176,075	139,787	135,849	\$ 1,780,648
2009	133,363	140,239	126,814	112,635	112,115	153,733	171,295	179,607	152,561	130,113	127,714	102,454	\$ 1,642,643
2010	115,810	120,516	116,327	99,831	107,809	108,658	163,939	177,710	147,758	133,637	113,668	114,580	\$ 1,520,243
2011	121,941	131,682	110,541	107,159	107,170	126,239	135,360	168,876	140,902	126,740	123,769	115,677	\$ 1,516,056
2012	114,881	127,260	113,721	100,304	101,564	118,968	127,012	130,186	117,826	444,837	93,903	100,673	\$ 1,691,135
2013	119,469	118,990	107,386	91,202	100,275	108,878	124,832	128,152	124,727	121,070	104,243	98,570	\$ 1,347,794
2014	100,432	102,822	100,283	91,178	101,991	112,007	133,325	144,063	141,769	131,573	106,832	49,228	\$ 1,315,503
2015	148,827	90,658	92,912	77,229	91,180	114,265	136,745	122,198	115,582	96,904	82,713	81,546	\$ 1,250,759
2016	83,623	95,075	91,403	84,566	81,265	90,836	117,732	104,295	95,090	88,910	77,822	82,667	\$ 1,093,284
2017	87,399	95,315	95,029	88,002	41,076	64,341							\$ 471,162
(*) In 2014, Telecom Tax Receipts will be reduced \$41029 for a payable due to the State for Telecom Tax; this is reversed in 2015													
VIDEO GAMING TAX													
2013	-	-	-	-	-	-	-	-	413	466	540	468	\$ 1,887
2014	641	674	778	853	771	1,319	994	1,198	1,186	1,432	1,112	2,772	\$ 13,730
2015	1,261	1,520	1,276	1,060	1,581	1,650	2,061	1,718	1,561	2,094	1,973	2,120	\$ 19,875
2016	2,188	2,182	1,966	1,983	1,933	1,950	2,368	1,819	1,952	2,932	2,361	2,386	\$ 26,020
2017	2,175	2,054	2,007	1,858	1,851	1,974							\$ 11,919

2-16

**Village of Park Forest
Cell Tower Leases
Multi-year Comparison
as of December 31, 2016**

Fiscal Year End June 30th	Crwn Cstl U.S.							Total
	<u>SBA</u>	<u>AT&T</u>	<u>Sprint</u>	<u>T Mobile</u>	<u>Firestation</u>	<u>Cellular</u>	<u>Cricket</u>	
2005	\$24,904	\$8,580	\$20,562	\$1,952				\$55,998
2006	\$28,240	\$8,580	\$21,179	\$19,718		\$4,527		\$82,244
2007	\$31,900	\$10,153	\$23,655	\$22,003		\$23,541		\$111,252
2008	\$30,544	\$9,438	\$22,469	\$20,877	\$14,800	\$22,352		\$120,480
2009	\$31,582	\$9,438	\$23,143	\$21,503	\$18,472	\$23,022		\$127,161
2010	\$32,846	\$9,438	\$31,219	\$22,148	\$19,211	\$23,713	\$21,350	\$159,924
2011	\$34,160	\$9,438	\$34,829	\$22,813	\$19,979	\$24,425	\$26,408	\$172,053
2012	\$35,526	\$10,303	\$35,350	\$23,497	\$20,779	\$25,157	\$27,200	\$177,812
2013	\$37,070	\$10,382	\$36,410	\$24,202	\$21,610	\$25,912	\$28,017	\$183,603
2014	\$38,302	\$10,382	\$37,411	\$24,928	\$22,576	\$26,689	\$28,857	\$189,145
2015	\$39,962	\$10,382	\$38,628	\$25,676	\$23,383	\$13,582	\$29,723	\$181,336
2016	\$41,561	\$10,382	\$43,279	\$26,522	\$24,165	\$0	\$15,211	\$161,120
2017	\$21,611	\$29,188	\$20,238	\$13,579	\$12,481	\$0	\$0	\$97,097

AVERAGE MARKET VALUE OF ALL HOUSES SOLD*
(NEW AND RESALE, DETACHED AND ATTACHED)

1989	\$57,780
1990	\$63,980
1991	\$65,480
1992	\$68,310
1993	\$71,750
1994	\$75,270
1995	\$77,480
1996	\$76,420
1997	\$83,450
1998	\$83,890
1999	\$84,290
2000	\$88,510
2001	\$91,880
2002	\$92,853
2003	\$94,114
2004	\$102,138
2005	\$112,605
2006	\$120,740
2007	\$122,650
2008	\$100,070
2009	\$65,900**
2010	\$54,100**
2011	\$46,130**
2012	\$39,720**
2013	\$41,600**
2014	\$39,910**
2015	\$47,610**
2016	\$48,020**

* Figures from Real Estate Transfer Tax Records.

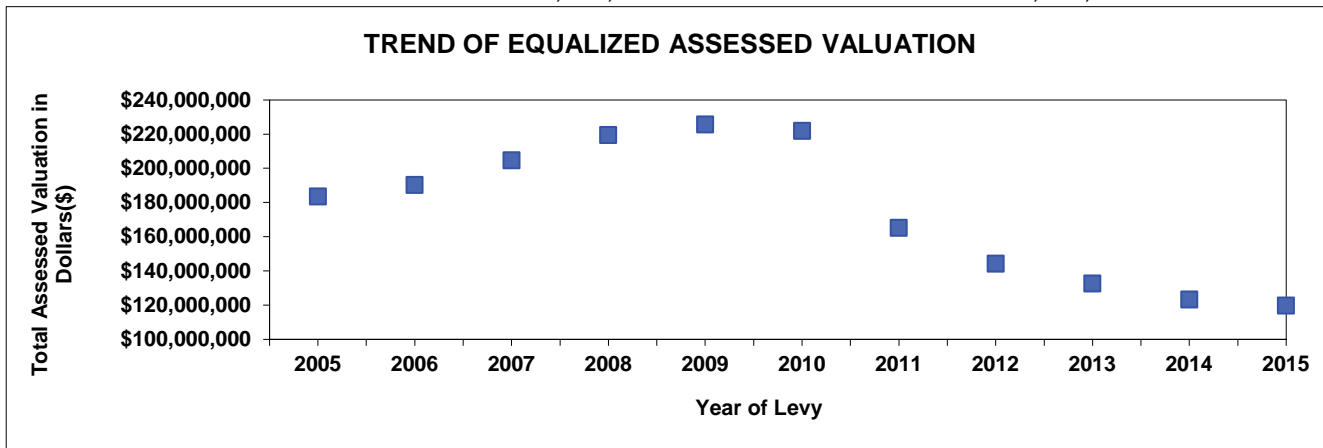
** Valuation altered, due to "mortgage industry/Short Sales"

Village of Park Forest
Housing Authority
Certificates - FY 2017

Month	Section 8 Vouchers		Total	P/F Port Out	Preservation	7 02	7 02			TOTAL
	PHA/Project	PHA/Project	PHA/Project	PHA	PHA		Port-Ins			
	P/F HCV Program						Port-Ins	Move-Ins	Move-Outs	
	7 01	8 01	7 01/8 01	7 03	8 03	TOTAL	Mthly change			
Jun '10	140		140	6		146	222			368
Jun '11	139		139	8		147	273	4	3	420
Jun '12	145		145	6		151	312	2	0	463
Jun '13	132		132	15		147	332	6	6	479
Jul '13	132		132	15		147	350	19	1	497
Aug '13	130		130	15		145	349	3	4	494
Sept '13	129		129	16		145	362	16	3	507
Oct '13	126		126	16		142	373	18	7	515
Nov '13	123		123	16		139	383	13	3	522
Dec '13	123		123	10		133	395	12	0	528
Jan '14	127		127	8		135	406	13	2	541
Feb '14	123		123	8		131	406	3	3	537
Mar '14	123		123	9		132	413	10	3	545
Apr '14	120		120	9		129	416	9	6	545
May '14	117		117	10		127	417	1	0	544
Jun '14	122		122	10		132	419	10	8	551
Jul '14	121		121	10		131	421	8	6	552
Aug '14	121		121	10		131	431	12	2	562
Sept '14	121		121	11		132	433	9	7	565
Oct '14	121		121	8		129	433	7	7	562
Nov '14	121		121	8		129	457	18	(6)	586
Dec '14	122		122	6		128	458	7	6	586
Jan '15	121		121	6		127	465	7	0	592
Feb '15	121		121	6		127	475	11	1	602
Mar '15	116		116	7		123	457	6	24	580
Apr '15	116		116	7		123	466	10	1	589
May '15	120		120	7		127	469	2	(1)	596
Jun '15	131		131	7		138	470	2	1	608
Jul '15	131		131	7		138	475	7	2	613
Aug '15	128		128	7		135	491	16	0	626
Sept '15	129		129	7		136	494	7	4	630
Oct '15	129		129	7		136	503	10	1	639
Nov '15	135		135	7		142	490	5	18	632
Dec '15	142		142	7		149	485	8	13	634
Jan '16	149		149	9		158	488	5	2	646
Feb '16	159		159	10		169	484	12	16	653
Mar '16	164		164	8		172	479	6	11	651
Apr '16	165		165	8		173	480	5	4	653
May '16	165		165	8		173	485	8	3	658
Jun '16	163		163	1		164	473	4	16	637
Jul '16	162		162	1		163	470	7	10	633
Aug '16	161		161	2		163	466	4	8	629
Sept '16	160		160	2		162	464	3	5	626
Oct '16	160		160	2		162	463	3	4	625
Nov '16	158		158	2		160	470	8	1	630
Dec '16	154		154	3		157	471	7	6	628

VILLAGE OF PARK FOREST
TREND OF EQUALIZED ASSESSED VALUATIONS
LAST TEN LEVY YEARS
JUNE 30, 2016

Levy Year	Equalized Assessed Value	Percentage Increase(Decrease)	Estimated Actual Value	Ratio of Equalized Assessed Value to Estimated Actual Value
2005	183,464,965	14.55%	550,394,895	33.33%
2006	190,262,287	3.70%	570,786,861	33.33%
2007	204,687,009	7.58%	614,061,027	33.33%
2008	219,491,270	7.23%	658,473,810	33.33%
2009	225,587,683	2.78%	676,763,049	33.33%
2010	221,881,935	-1.64%	665,645,805	33.33%
2011	165,169,446	-25.56%	495,508,338	33.33%
2012	144,211,783	-12.69%	432,635,349	33.33%
2013	132,579,603	-8.07%	397,738,809	33.33%
2014	123,229,196	-7.05%	369,687,588	33.33%
2015	119,712,678	-2.85%	359,138,034	33.33%



Source: Cook and Will Counties Clerks' and Assessors' Offices

**Village of Park Forest
Health Department Cost Analysis
For Fiscal Years '08 to '16**

	<u>FY08</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Revenue</u>									
Budget	442,000	424,000	433,200	402,500	402,100	384,400	307,175	323,513	341,350
Actual									
Public Health	105,203	66,266	88,321	111,768	92,807	81,086	68,292	100,658	78,193
Home Health	345,693	313,320	337,076	287,557	247,595	192,593	217,739	308,056	250,599
Grant	-	-	-	-	-	-	-	-	-
Other (Adj.)									
Total Actual Revenue	450,895	379,586	425,397	399,324	340,402	273,679	286,031	408,714	328,792
<u>Expenses</u>									
Budget	825,433	827,415	846,455	829,450	894,942	910,288	933,782	997,901	1,020,000
Total Actual Expense	823,744	753,528	793,855	770,802	804,790	843,171	903,634	933,122	932,108
<u>Village Support</u>									
Budget	383,433	403,415	413,255	426,950	492,842	525,888	626,607	674,388	678,650
Total Actual Village Support	372,848	373,942	368,458	371,478	464,388	569,492	617,603	524,408	603,316

State Shared Municipal Revenue Update

MFY 2017 REVISED AND MFY 2018

BY NATALIE DAVILA AND JOANNA KOH, KDM, INC.

EDITOR'S NOTE: *The Illinois Municipal League (IML) prides itself on providing critical and accurate information to its members, and we have taken special care over the years to produce nearly-precise financial forecasts and state revenue sharing estimates for use in developing and managing municipal budgets. Many of the anomalies that have occurred in MFY 2017 were unexpected and, more importantly, troubling due to the inability to collect timely or trusted explanations from the Illinois Department of Revenue (IDOR). IML's economists and senior management have decades of combined experience working within IDOR, which forms a solid basis for knowing and understanding the tax policies and procedures needed for accurate forecasting; this is what has made the current situation all the more frustrating and strangely challenging. None-the-less, the following data, analyses and estimates are true to the best of our abilities. – BC*

In this article, we discuss revisions to our Municipal Fiscal Year (MFY) 2017 estimates and present MFY 2018 forecasts for sources administered by the State of Illinois. Underlying economic conditions have not changed significantly since we first made our MFY 2017 forecasts in December 2016. That being the case, it has been difficult to fully decipher income tax receipt data being posted by the Illinois Department of Revenue (IDOR). Year-to-date receipt data, along with learning more about the implications of a new IDOR financial accounting system and associated procedural changes that are occurring within IDOR, necessitate making significant adjustments to our Corporate Personal Property Replacement Taxes (CPPRT) and Local Government Distributive Fund (LGDF) forecasts. We should also point out

that these forecasts may have to be revised again depending on how the new IDOR system ends up allocating revenues for the rest of this MFY.

In the spring, we were informed that IDOR had put a new accounting system in place, and as a result of implementing the new system, it was discovered that an estimated \$168 million had been over allocated to CPPRT that should have gone to Individual Income Taxes (IIT). This figure was subsequently revised up to \$183.6 million. In November, when attempting to understand recent CPPRT cash flow patterns, we learned that the new accounting system is also allocating monthly receipts between CPPRT and Corporate Income Taxes (CIT) in a way that deviates significantly from past practice. We have been informed by IDOR that new cash-flow patterns will not settle down until the end of State Fiscal Year (SFY) 2018.

ECONOMIC OVERVIEW

Gross domestic product growth was weak in the first few months of MFY 2017, but since then has picked up and is estimated to grow at an annual rate of 1.9 percent compared with an estimated 1.3 percent for MFY 2016. Illinois continues

STATE SHARED MUNICIPAL REVENUE UPDATE CONTINUES ON PAGE 6

TABLE 1: Summary Table - Distributions to Municipalities

	MFY 2015 ACTUAL	MFY 2016 ACTUAL	MFY 2017 ORIGINAL FORECAST (DECEMBER 2015)	MFY 2017 REVISED FORECAST (AUGUST 2016)	MFY 2017 REVISED FORECAST (DECEMBER 2016)	MFY 2018 FORECAST
Income Tax (Per Capita)	\$97.11	\$106.78	\$102.00	\$102.50	\$97.20	\$101.00
State Use Tax (Per Capita)	\$19.26	\$23.02	\$23.50	\$23.50	\$24.20	\$25.30
Motor Fuel Tax (Per Capita)	\$24.03	\$25.63	\$25.90	\$25.90	\$25.60	\$25.75
Total Per Capita	\$139.72	\$155.43	\$151.40	\$151.90	\$147.00	\$152.05
CPPRT (\$ thousand)	\$1,372,283	\$1,390,078	\$1,426,600	\$1,100,000	\$1,300,000	\$1,225,000

to experience sustained increases in employment and decreases in reported unemployment in MFY 2017. For example, in MFY 2017 through October, employment levels are 86,640 higher on average when compared to the same period in MFY 2016.¹ The State's unemployment rate stood at 5.6 percent in October 2016 compared with 5.9 percent in October 2015.²

At the time of writing, economic forecasts suggest that overall the economy will exhibit continued growth over the forecast period with the exception of corporate profits (note that there is a one-year lag between corporate profits and business income taxes).³ Corporate profits applicable to the remainder of the forecast period are forecast to be flat to slightly negative. This translates into relatively flat economically driven growth in corporate and personal property replacement taxes for the remainder of MFY 2017 through MFY 2018.⁴ However, there were changes to the federal tax code made retroactively for tax year 2016 and also for tax year 2017 that allow corporations with large amounts of investment in equipment (and certain other property) to immediately deduct from their taxable income 50 percent of the costs of those investments. In a recent publication, the Congressional Budget Office suggests that this provision has exerted downward pressure on 2016 federal corporate income tax receipts, but they will not be able to determine the magnitude of the impact until they analyze tax returns, a significant portion of which will not be filed until September 2017.⁵ This builds uncertainty into Illinois income taxes because the starting point for Illinois' income taxes is federal taxable income. Therefore, changes in the federal tax base automatically impact Illinois income tax receipts. We highly recommend that municipalities adopt conservative estimates when it comes to revenue streams that are comprised of business income taxes. Readers should note that the most recent available economic forecasts used to develop our MFY 2018 revenue forecasts anticipate continued growth nationally, in spite of the policy uncertainty created by the recent Presidential election results.

While Illinois' economy has strengthened somewhat, it is important to recognize ongoing challenges caused by the state's continued budget/fiscal problems. As we noted in an earlier report, Moodys.com has identified the state's budget problems as one of the biggest risks to economic forecasts for Illinois.

RECENT TRENDS IN STATEWIDE CORPORATE AND INDIVIDUAL INCOME TAXES

Table 2 contains CPPRT receipt data for the first 5 months of the State Fiscal Year (SFY) 2017. During this period, CPPRT has increased by 11.2 percent.

Table 3 contains information on CIT receipts for the first 5 months of the state's 2017 fiscal year. During this period, CIT receipts have decreased by 46.0 percent.

TABLE 2: Comparison of Year-to-Date Gross CPPRT Tax Receipts, SFY 2016-2017

MONTH	SFY 2016	SFY 2017	PERCENT CHANGE
July	\$52,433,336	\$51,459,721	-1.9%
August	\$29,572,515	\$51,974,522	75.8%
September	\$213,814,960	\$234,570,027	9.7%
October	\$69,610,240	\$77,830,277	11.8%
November	\$25,528,196	\$18,817,081	-26.3%
5 Month Total	\$390,959,247	\$434,651,628	11.2%

TABLE 3: Comparison of Year-to-Date Gross CIT Tax Receipts, SFY 2016-2017

MONTH	SFY 2016	SFY 2017	PERCENT CHANGE
July	\$72,801,719	\$29,901,923	-58.9%
August	\$45,130,535	\$14,541,520	-67.8%
September	\$392,528,486	\$305,944,018	-22.1%
October	\$107,562,816	\$3,895,359	-96.4%
November	\$42,797,298	\$2,319,247	-94.6%
5 Month Total	\$660,820,855	\$356,602,067	-46.0%

These data are troubling for a variety of reasons:

1. Economic forecasts do not suggest such a significant decline in corporate profits over the period relevant to the forecasts.
2. Changes in federal tax policy may be exerting downward pressure on Illinois' income tax receipts; however, it is impossible to quantify the impact of these changes until 2016 tax returns are filed and analyzed.
3. The YTD decline in CIT is significantly larger than the decline in CIT receipts experienced during the Great Recession, when the state experienced a 25 percent decline in receipts.
4. A decline in CIT of such magnitude at a time when CPPRT receipts are increasing is unprecedented – and extremely difficult to trust.

In addition to not being able to make sense of the CPPRT and CIT YTD receipts, we are also very troubled by what we are seeing in IIT YTD receipts (Table 4).

At a time when employment and hourly compensation is growing, the fact that we are seeing negative growth in IIT receipts is hard to understand.⁶ For the first 5 months of the SFY, IIT receipts are down -1.8 percent over the same period last year. We have been told by IDOR that this may be (in part)

TABLE 4: Comparison of Year-to-Date IIT Receipts, SFY 2016-2017

MONTH	CALENDAR 2015	CALENDAR 2016	CHANGE
July	\$1,013,771,992	\$936,727,148	-7.6%
August	\$983,446,283	\$1,054,571,482	7.2%
September	\$1,392,715,444	\$1,256,893,314	-9.8%
October	\$1,081,024,102	\$1,051,563,852	-2.7%
November	\$889,833,744	\$965,169,602	8.5%
5 Month Total	\$5,360,791,563	\$5,264,925,396	-1.8%

due to an increase in how many days it takes the department to deposit money and have it reflected in the Comptroller's system (4 days compared with 2 days historically). We are unsure about this explanation.

In sum, we present the above data to illustrate that it has been and is hard to appropriately analyze income tax receipt data being posted by IDOR given current economic conditions. As such, we are forced to conclude that most of the anomalies are a direct result of IDOR's new financial accounting system. In the absence of guidance from IDOR on how much of these anomalies are a result of the new system, and also if and when adjustments will be made to rectify them, it is frustratingly difficult for us to develop revised MFY 2017 estimates and MFY 2018 forecasts – since we do not know what a clean annual base (based on more recent cash flow allocations) will look like. To reiterate this, uncertainty exists for both MFY 2017 and MFY 2018 as IDOR anticipates that we will not see a full year of clean income tax bases and associated distributions until the end of SFY 2018.

FORECAST ASSUMPTIONS

The following analysis projects revenue for MFY 2017 and MFY 2018. The analysis is based on forecasts of moderate economic growth along with the following assumptions:

- Any financial accounting adjustments that need to be made to YTD receipts as a result of the implementation of a new financial accounting system will be made by IDOR in SFY 2018.
- All MFY 2017 and MFY 2018 allocations will be made in a timely manner.
- Income tax refund rates remain unchanged throughout the forecast period. The rates used are 17.25 percent for Corporate Income Tax and Corporate Personal Property Replacement Taxes, and 11.2 percent for Individual Income Tax.
- LGDF will be paid to municipalities within 60 days of being vouchered.
- CPPRT administration expenses for MFY 2017 and MFY 2018 of \$122.0 million (8.4 percent of all CPPRT fund receipts).
- No transfer from the Refund Fund to the CPPRT fund in MFY 2018.
- No municipal government revenue fund sweeps occur during the forecast period.
- \$100 million was diverted from the CPPRT fund in the state's June 2016 stop-gap budget to support community colleges and K-12 education in MFY 2017, and an additional \$70 million in new diversions will be approved in 2018.

Based on what we learned from IDOR earlier in the year, MFY 2015 and MFY 2016 CPPRT fund distributions were artificially high as IDOR had been making incorrect deposits into the fund starting in February 2015. Once IDOR discovered this accounting error they made downward adjustments to correct the formula going forward, beginning with April 2016 distributions, which were adjusted downward by \$106.5 million and continuing further downward adjustments in May (\$64.6 million), June (\$1.2 million) and July (\$8.4 million). IDOR explains that this misallocation has now been corrected going

STATE SHARED MUNICIPAL REVENUE UPDATE CONTINUES ON PAGE 8

CORPORATE PERSONAL PROPERTY REPLACEMENT TAXES (CPPRT)								
	2010	2011	2012	2013	2014	2015	2016	2017
May	\$261,078	\$160,495	\$187,346	\$183,351	\$262,146	\$226,241	\$288,434	\$218,871
July	\$210,065	\$163,017	\$173,818	\$236,948	\$256,143	\$227,937	\$236,956	\$237,933
August	\$21,577	\$21,404	\$43,506	\$28,629	\$26,864	\$24,515	\$31,932	\$27,696
October	\$239,883	\$314,063	\$290,293	\$180,321	\$187,191	\$225,834	\$238,203	\$216,418
December	\$55,544	\$253,335	\$41,933	\$68,990	\$68,283	\$60,111	\$58,176	
January	\$157,835	\$129,826	\$178,699	\$183,242	\$231,119	\$200,370	\$189,405	
March	\$61,551	\$71,818	\$49,951	\$57,347	\$68,588	\$57,199	\$76,069	
April	\$229,054	\$260,567	\$274,425	\$290,544	\$306,541	\$350,076	\$270,903	
Total	\$1,236,587	\$1,374,525	\$1,239,971	\$1,229,372	\$1,406,875	\$1,372,283	\$1,390,078	\$1,300,000

forward. IDOR's current, and from what we understand final, estimate of the misallocation is \$183.6 million.

In July 2016, when we combined the impact of the allocation correction with the \$100 million that was eventually transferred out of CPPRT and put toward community colleges and K-12 spending, we developed a revised fund estimate of \$1,100 million (down from \$1,426.6 million). Since this time, we have closely watched CPPRT monthly distributions and they have deviated significantly from those revised estimates. Since then, CPPRT receipts have significantly outpaced CIT receipts. This relationship is clearly unsustainable: the historic relationship between the two has hovered around 60 percent CIT to 40 percent CPPRT.⁷ As noted above, we have recently been informed that the Department's new financial accounting system, along with new accounting procedures, is behind the much higher than anticipated CPPRT receipts. IDOR's position on this is that it is a timing issue that will resolve itself over time, with the first year of clean baseline data becoming available only at the end of SFY 2018.

We approach estimating CPPRT for MFY 2017 and 2018 with great uncertainty, and we will be reviewing these estimates monthly to inform our members as any new information becomes available. Based on IDOR suggestions that clean cash flow information will not be available until the end of SFY 2018, we assume that the CIT/ CPPRT relationship does not normalize until sometime in MFY 2018. This assumption yields a MFY 2017 CPPRT fund estimate of \$1,300 million. However, we must emphasize that even though IDOR predicts cash flow

patterns will not normalize until the end of SFY 2018, there is a possibility this one-time boost could be reversed by IDOR within MFY 2017.

At this point in the current fiscal year, we offer a baseline CPPRT fund forecast for MFY 2018 of \$1,225 million. This forecast assumes base CPPRT revenue of \$1,215 million, \$0 refund transfers to the CPPRT fund in MFY 2018, and a \$70 million transfer out of CPPRT and into the community college appropriation. (Similar to the appropriation in the June 2016 stop-gap budget.)

LOCAL GOVERNMENT DISTRIBUTIVE FUND (LGDF)

MFY 2016 LGDF receipts were strong, in spite of the fact that the CPPRT over-allocation resulted in LGDF distributions being understated in both MFY 2015 and 2016. A combination of legislative and economic factors led to higher MFY 2016 per capita receipts of \$106.78. Because much of the gains in MFY 2016 LGDF were caused by one-time factors (see December 2015 forecasts for details⁸), we did not expect municipalities to see similar growth rates in MFY 2017. We assumed that underlying growth in LGDF would be primarily driven by income tax receipts from wages and salaries, as forecasts for underlying growth in non-withholding revenue and Corporate Income Tax were assumed to be relatively flat in MFY 2017 compared with MFY 2016.⁹ These assumptions yielded an initial MFY 2017 estimate of \$102.00 per capita. In July 2016 we revised our forecasts for LGDF upward (to \$102.50) based on our understanding that additional monies would be going toward LGDF and the money shorted to the CIT component of LGDF (by the over allocation CPPRT) would be made up

LOCAL GOVERNMENT DISTRIBUTIVE FUND (LGDF)									
	2009	2010	2011	2012	2013	2014	2015	2016	2017
May	\$23.76	\$5.03	\$0.00	\$0.00	\$15.60	\$5.32	\$5.57	\$5.30	\$6.25
June	\$8.14	\$19.95	\$7.38	\$8.49	\$5.57	\$9.24	\$9.74	\$10.84	\$23.32
July	\$0.00	\$6.50	\$12.67	\$11.51	\$8.65	\$17.06	\$15.11	\$17.93	0
August	\$9.01	\$0.00	\$7.55	\$9.30	\$12.57	\$5.80	\$5.63	\$7.44	\$6.52
September	\$5.25	\$7.08	\$15.15	\$5.97	\$6.61	\$8.88	\$9.32	\$16.60	\$14.73
October	\$5.05	\$4.82	\$0.00	\$0.00	\$8.48	\$5.52	\$10.75	\$0.00	0
November	\$0.00	\$0.00	\$0.00	\$7.73	\$5.32	\$5.38	\$0.00	\$5.81	\$5.92
December	\$14.60	\$4.60	\$7.41	\$5.32	\$5.28	\$9.39	\$9.48	\$10.20	\$8.75
January	\$4.37	\$7.09	\$9.83	\$10.00	\$8.31	\$11.18	\$11.20	\$6.73	*\$5.87
February	\$7.38	\$0.00	\$12.68	\$0.00	\$6.28	\$0.00	\$0.00	\$5.26	
March	\$9.28	\$5.34	\$6.02	\$8.13	\$5.18	\$9.19	\$8.15	\$9.87	
April	\$0.00	\$4.20	\$6.87	\$5.18	\$17.52	\$9.75	\$12.15	\$10.80	
Total	\$86.84	\$64.61	\$85.56	\$71.63	\$105.37	\$96.71	\$97.10	\$106.78	\$97.20

*Note: collections in March and April 2016 were disbursed in June 2016; collections in June and July 2016 were disbursed in September 2016.

MUNICIPAL/COUNTY SHARE OF ILLINOIS USE TAX									
	2009	2010	2011	2012	2013	2014	2015	2016	2017
May	\$0.99	\$0.89	\$0.66	\$1.16	\$1.05	\$1.01	\$1.17	\$1.79	\$1.72
June	\$1.27	\$1.06	\$1.32	\$1.29	\$1.30	\$1.27	\$1.55	\$1.88	\$2.02
July	\$1.17	\$1.09	\$1.00	\$1.21	\$1.20	\$1.39	\$1.43	\$1.85	\$1.97
August	\$1.08	\$0.92	\$0.95	\$1.18	\$1.25	\$1.23	\$1.52	\$1.76	\$1.91
September	\$1.32	\$1.22	\$1.23	\$1.30	\$1.40	\$1.63	\$1.69	\$1.99	\$2.16
October	\$1.11	\$0.97	\$1.02	\$1.04	\$1.16	\$1.41	\$1.44	\$1.84	\$1.72
November	\$1.39	\$0.87	\$0.99	\$1.24	\$1.29	\$1.31	\$1.56	\$1.68	
December	\$1.27	\$0.94	\$1.15	\$0.94	\$1.33	\$1.42	\$1.90	\$1.93	
January	\$1.21	\$0.91	\$1.44	\$1.18	\$1.29	\$1.52	\$1.79	\$1.95	
February	\$1.08	\$0.81	\$1.12	\$1.19	\$1.36	\$1.43	\$1.71	\$1.92	
March	\$1.56	\$1.40	\$1.77	\$1.82	\$1.94	\$2.25	\$2.59	\$2.74	
April	\$0.99	\$0.83	\$1.08	\$1.16	\$1.35	\$1.19	\$0.91	\$1.69	
Total	\$14.44	\$11.91	\$13.73	\$14.71	\$15.92	\$17.06	\$19.26	\$23.02	\$24.20

(i.e., some of the money lost to municipalities in the CPPRT would be offset when the LGDF allocation was done correctly). However, that allocation adjustment has not happened. We have been advised by IDOR that an allocation adjustment cannot occur unless enabling legislation is adopted and enacted.

More significant to the MFY 2017 forecast is the fact that we are observing chronic shortfalls in state fiscal YTD CIT and lackluster performance of IIT – neither of which can be fully explained by IDOR or economic factors. Once again, we are forced to conclude that most of these shortfalls are a result of IDOR’s new financial accounting system and changes in allocation procedures. Our forecasts are driven in part by the Governor’s Office of Management and Budget (GOMB) recent IIT and CIT forecasts (released November 2016). These revised forecasts show growth in gross IIT of 2.4 percent for SFY 2017 and 3.8 percent for SFY 2018, while gross CIT receipts are forecast to grow at only 0.8 percent in SFY 2017 and decline by 1.2 percent in 2018.

We develop a revised MFY 2017 estimate for LGDF that assumes that CIT receipts exhibit similar trends to that experienced so far this MFY. For IIT, we assume that performance will pick up for the remainder of the year, growing by 2.4 percent due to continued employment growth and anticipated profit taking from the post-election stock market rally. These combined sources are expected to result in \$1,248 million in LGDF or \$97.20 per capita for MFY 2017.

Based on IDOR’s most recent CIT and IIT forecasts, for MFY 2018 we assume the CIT base normalizes and experiences 0% economic growth while IIT receipts grow at 3.8 percent. This yields a MFY 2018 estimate of \$101.00 per capita. We will monitor performance on a monthly basis and inform our members when new information or data becomes available that causes us to revise our forecasts.

MUNICIPAL/COUNTY SHARE OF ILLINOIS USE TAX

MFY 2016 was the first full year where Amazon collected and remitted sales tax to IDOR and as such, everything else being equal, this annualized growth rate will not be sustained in the future, even though online sales continue to grow at a significantly higher rate than traditional brick and mortar retail sales. Most recent Use Tax data suggests this source is coming in slightly above our initial forecast. Given that consumer confidence is expected to remain strong in the short term, we feel comfortable revising our MFY 2017 Use Tax estimate from \$23.50 to \$24.20 per capita. Anticipating continued strong growth in taxable e-commerce sales, tempered somewhat by weaker consumer sentiment, we forecast a growth rate of 4.5 percent in the level of taxable e-commerce sales for MFY 2018, yielding a per capita forecast of \$25.30 per capita.¹⁰

MUNICIPAL SHARE OF MOTOR FUEL TAX (MFT)

In spite of the fact that gallonage sales has increased by 2.5 percent so far in MFY 2017, Motor Fuel Tax (MFT) distributions to municipalities are coming in below last year and below forecast. We find no economic reason why MFT is below both forecast and the same period in the previous year. However, we observe that IDOR’s off-the-top expense reduction before allocation went up significantly, which more than offset the MFT revenue increases. Projecting this increase in expenses through the remainder of the MFY yields a revised estimate of \$25.60 per capita in MFY 2017. Some of the increase in expenses in MFY 2017 was to pay down backlogs in refunds for nontaxable fuel which is anticipated to normalize in MFY 2018. Reduced refund payments in MFY 2018, along with an assumption that gas prices will remain relatively low

STATE SHARED MUNICIPAL REVENUE UPDATE CONTINUES ON PAGE 10

MUNICIPAL SHARE OF MOTOR FUEL TAX (MFT)

	2009	2010	2011	2012	2013	2014	2015	2016	2017
May	2.24	2	2.17	2.06	1.94	1.72	1.84	\$2.33	\$2.28
June	2.61	2.73	2.1	2.02	2.16	2.54	2.59	\$2.18	\$2.26
July	1.98	1.45	1.98	1.88	1.82	1.75	1.95	\$1.42	\$1.43
August	2.19	2.41	2.15	2.19	2.13	2.05	2.18	\$2.52	\$2.29
September	2	2.02	2.09	2.15	2.13	2.4	1.48	\$2.43	\$2.17
October	1.83	1.66	2.41	1.92	1.85	1.7	2.01	\$1.64	\$1.92
November	2.49	1.68	1.76	2.14	2.03	2.18	2.17	\$2.13	
December	1.7	2.73	2.25	2.26	2.16	1.88	2.2	\$2.46	
January	2.43	2.06	2.15	2.1	2.07	2.5	2.52	\$2.26	
February	2.39	2.39	2.33	2.02	2.01	2.21	2.37	\$2.18	
March	2.33	1.88	1.88	2.06	1.71	2.03	1.8	\$2.20	
April	2.14	2.05	2.13	2	2.02	1.6	0.92	\$1.89	
Total	26.33	25.06	25.4	24.8	24.03	24.56	24.03	\$25.63	\$25.60

STATE SHARED MUNICIPAL REVENUE UPDATE CONTINUES

and that any increase in vehicle miles travelled will be offset by increased vehicle fuel efficiency, yields an initial MFY 2018 estimate of \$25.75.

¹ http://www.bls.gov/eag/eag_il.htm

² http://data.bls.gov/timeseries/LASST170000000000006?data_tool=XGtable

³ <http://www.kiplinger.com/article/business/T019-C000-S010-gdp-growth-rate-and-forecast.html>

⁴ http://www.consensus.economics.com/Forecast_Surveys/Corporate_Profit_Forecasts.htm; <http://www.forbes.com/sites/billconerly/2016/03/29/corporate-profits-forecast-near-the-bottom-but-no-strong-rebound/#262055324ea1>

⁵ <https://www.cbo.gov/sites/default/files/114th-congress-2015-2016/reports/51908-2016outlookupdate-2.pdf>, page 26.

⁶ <https://www.cbo.gov/sites/default/files/114th-congress-2015-2016/reports/51908-2016outlookupdate-2.pdf>, page 55

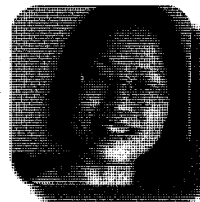
⁷ At the 5% CIT tax rate, the gross CIT collection historically consisted of 60% for CIT and 40% for CPPRT portions. When the CIT rate increased from 5% to 7%, the split changed to 71% and 29%. When the tax rate decreased to 5.25% on 1/1/2015, the ratio was 62% and 38% in FY2016,

close to the previous 60%/40% split. Collections from July through October of 2016, however, do not fit into the historical ratio.

⁸ <http://www.iml.org/page.cfm?key=15725>

⁹ Note: The Corporate Income Tax component of LGDF revenue received by municipalities in MFY 2017 is driven by tax year 2015 and 2016 corporate profits – which were estimated to be flat.

¹⁰ <https://www.statista.com/statistics/272391/us-retail-e-commerce-sales-forecast/>; <http://www.tradingeconomics.com/united-states/consumer-confidence/forecast>



Natalie Davila and Joanna Koh have 50 years' combined experience in state and local government finance. KDM, Inc. specializes in state

and local finance, fiscal policy and economic analysis.

Natalie is a public finance economist and can be contacted at ndavila@jdmichael.com.

MEMORANDUM

DATE: February 15, 2017
TO: Mayor John Ostenburg
Board of Trustees
FROM: Mary G. Dankowski, Deputy Village Manager/Finance Director
RE: Budget Amendments for 2016/2017

Halfway through the fiscal year, expenses and revenues are analyzed. After the analysis, the budget should be amended to include revenues that have been received that were not included in the budget, as adopted, and expenses that have, similarly, been incurred that were unexpected. Budget amendments are required for spending authority. Amendments are requested in the following areas: encumbrances, Board directives, grants, adjustments and other initiatives.

Encumbrances

At the end of a fiscal year, departments are asked to identify those projects or funds that were approved by the Board, but not expended. In order to ensure that the funds are available in the next budget, they are assigned. These funds are noted as an assigned fund balance on page 29 of the Village audit. The process recommended by the Village auditors is for the Board to approve the current year expenditure of these funds by Budget amendment.

The following list details those expenditures that were assigned at June 30, 2015 in the General Fund. These items will be (or were) spent in Fiscal 2016.

ADMINISTRATIVE PURPOSES

200,000	IRMA Deductible
3,625	Sikich - Personnel Manual Review
6,523	Sikich - Performance Management Implementation
4,166	Senior Commission Initiative
12,906	Youth Commission Initiatives (Net Carnival Proceeds)
350,000	ERP System (GEMS Project)/ Voice over IP
5,000	Other Software Upgrades
<u>3,000</u>	Internal Audit
585,220	

PUBLIC SAFETY PURPOSE

POLICE

110,000	IDROP Program Capital
13,855	Capital (Station Renovations)
<u>26,950</u>	Youth Programs (20% of FY16 Vehicle Seizure Revenue)
150,805	

FIRE

4,997	Self-Contained Breathing Apparatus
<u>11,236</u>	Computer Upgrades
16,233	

RECREATION & PARKS PURPOSES

20,000	Freedom Hall HVAC
100,021	Outstanding Projects
<u>40,000</u>	LifeCycle Projects / Eastgate Plan
160,021	

PUBLIC WORKS PURPOSES

594,548	Street Maintenance
<u>239,601</u>	Rt. 30 Fence
834,149	

COMMUNITY DEVELOPMENT PURPOSES

10,000	Home Demolition
---------------	-----------------

1,756,428

Similar to encumbrances, DUI fines are reserved for DUI enforcement. In the prior year \$8,825 was identified as a fund balance reserve.

Police	\$12,576 – DUI Enforcement
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PEG fees are collected for specific cable equipment enhancements. The accumulated fund balance is available for this purpose.

PEG Fees	\$54,502
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Grants

Fire Department

The Village has received two Enbridge Grants for \$1,000. The Department has received these grants for the last seven years.

Capital	\$2,000	
Grant Revenue		\$2,000

The Fire Department has been awarded a Firefighter Grant to pay for self contained breathing apparatus.

Capital	\$240,855	
Federal Grant		\$240,855

The Fire Department has also been awarded a Grant to replace the fire prevention education trailer.

Capital	\$106,166	
Federal Grant		\$106,166

Police

The Police department received a traffic safety grant.

Salaries	\$17,917	
State Grant Revenue		\$17,917

The Police Department received a grant from Com Ed for defibulators.

Operating Supplies	\$11,000	
Com Ed Grant		\$11,000

CDBG

The Village received grant notification for major cut-through work from CDBG. This grant requires matching dollars.

Capital	\$274,000	
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Transfer from Capital Projects	\$74,000
Grant Revenue	\$200,000

Star Disposal

The Village has partnered with Star Disposal to receive grant funds to provide compressed natural gas pumps. These funds flow through the Village and are transferred to Star.

Public Works Capital	\$2,200,000
Grant Revenue	\$2,200,000

Recreation and Parks

Recreation and Parks was awarded a grant from the Morton Arboretum.

Tree Maintenance	\$10,000
Local Grant Revenue	\$10,000

Recreation and Parks

The Recreation and Parks Department has participated in two grants.

Morton Arboretum

Capital Outlay	\$12,781
Grant Revenue	\$12,781

Carol White Grant

P-T Salaries	\$5,996
Instructional Services	\$6,000
Grant Revenue	\$11,996

Other Adjustments

Aqua Center and Tennis & Health Club

The parking lot resurfacing of the Aqua Center and the Tennis & Health Club is included in the 2016/2017 Budget Dollars to fund these projects will come from the General Fund.

Transfer to Aqua Center	\$124,000
Transfer to Tennis & Health Club	\$35,000

The Fire Department needed to replace a stretcher damaged in a borrowed Matteson ambulance involved in an accident.

Capital	\$20,605
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Vehicle Services

There were two vehicles previously budgeted that were not expended until the current fiscal year Capital.

Fire Engine	\$654,576
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Manager's vehicle	\$19,312
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Economic Development

The Economic Development Department is requesting additional part time dollars to support the programs provided. These dollars will come from other expense lines.

P-T Salaries	\$2,000
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Capital Project & DownTown

The Village Green expansion needs to be rebudgeted.

Capital (\$207,001-\$75,000)	\$132,001
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DownTown	\$100,000
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Community Development

The Community Development Department has experienced excessive grounds maintenance costs. Previous liens on properties will cover this Budget increase.

Grounds Maintenance	\$32,000
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Merchandise & Jobbing	\$32,000
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Managers Office

The retirement of the Finance Director has necessitated an unbudgeted recruitment process expense.

Professional Services	\$15,000
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Pensions

The Police and Fire Pension Funds are at 44.24% and 46.20% funded. In an effort to improve funding an added transfer of support is requested.

Transfer to Police Pension	\$186,000
Transfer to Fire Pension	\$114,000

The recommended transfer is proportionate to the fund balance.

Summary

As noted in the previous discussion some operating revenues and expenditures have stabilized. A number of capital projects including parking lot resurfacing, water main replacement, storm sewer works, and Indianwood resurfacing will be a major focus through 2017/2018.

VILLAGE OF PARK FOREST
 ASSIGNMENTS
 June 30, 2016

<u>FUND</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>ACCT. #</u>
1			
<u>ADMINISTRATIVE PURPOSES</u>			
	200,000	IRMA Deductible	010100-510400
	3,625	Sikich - Personnel Manual Review	010100-530000
	6,523	Sikich - Performance Management Implementation	010100-530000
	4,166	Senior Commission Initiative	010102-540400
	12,906	Youth Commission Initiatives (Net Carnival Proceeds)	010102-540400
	350,000	ERP System (GEMS Project)/ Voice over IP	010104-560000
	5,000	Other Software Upgrades	010104-560000
	<u>3,000</u>	Internal Audit	010104-530000
	585,220		
<u>PUBLIC SAFETY PURPOSES</u>			
<u>POLICE</u>			
	110,000	IDROP Program Capital	010700-560000
	13,855	Capital (Station Renovations)	010700-560000
	<u>26,950</u>	Youth Programs (20% of FY16 Vehicle Seizure Revenue)	TBD
	150,805		
<u>FIRE</u>			
	4,997	Self Contained Breathing Apparatus	010800-560000
	<u>11,236</u>	Computer Upgrades	010800-560000
	16,233		
<u>RECREATION & PARKS PURPOSES</u>			
	20,000	Freedom Hall HVAC	011104-560000
	100,021	Outstanding Projects	011107-560000
	40,000	LifeCycle Projects / Eastgate Plan	011122-560000
	160,021		
<u>PUBLIC WORKS PURPOSES</u>			
	594,548	Street Maintenance	011700-550600
	<u>239,601</u>	Rt. 30 Fence	011700-560000
	834,149		
<u>COMMUNITY DEVELOPMENT PURPOSES</u>			
	10,000	Home Demolition	012000-550500
TOTAL	<u>1,756,428</u>		

* Actual account/department breakdown may be different. Department will provide at budget amendment time.

MEMORANDUM

DATE: February 1, 2017

TO: Mayor Ostenburg
Board of Trustees

FROM: Hildy L. Kingma, AICP
Director of Economic Development and Planning

Sandra Zoellner, Assistant Director of Economic Development and Planning

RE: February 2017 Financial Update Meeting
ECONOMIC DEVELOPMENT UPDATE

Following is an update on the economic development and planning projects that are currently underway. Sandra Zoellner and Hildy Kingma will be available to discuss these economic development activities in more detail and answer any questions at the Financial Update Meeting on February 25, 2017.

Leasing in the Village-owned buildings in **DownTown Park Forest** is currently 74%. This occupancy rate has decreased in the last few years due to the relocation, retirement, and closing of second floor and ground level businesses. The State's budget impasse impacted a couple of non-profits that had to close because of lack of funding. Following are some of the major business activities happening in DownTown Park Forest:

- The DownTown Office and Economic Development & Planning Staff continue to work with Rick Nesbitt, who plans to open a wine shop that mixes wine and sells primarily through internet sales. When Mr. Nesbitt's liquor license application is considered by the Board of Trustees, Staff will also present a revision to the Village liquor license ordinance to add a license class for wine manufacturers.
- Renovations are underway to 208 Forest Boulevard for the expansion of OAI, Inc.'s office, training and MakerLab space. Work is expected to be complete by early March. OAI will continue to occupy the larger portion of their existing 2nd floor space at 210 Forest Boulevard.
- The DownTown Office is also working with a prospect for a gaming café to be located at 200 Main Street. This business would have to apply for a liquor license and the space would have to be improved as there are currently no restrooms in the location.
- Lacey's Place, a gaming café previously approved for 301 Liberty Drive (in the building owned by Matanky Realty) has submitted their building and fire sprinkler plans. Permits should be issued by the time of the Board's workshop.

The Board approved brokerage agreements with Frontline Real Estate Partners in April 2016 for the **sale of the vacant land parcels** adjacent to Village Hall (former Marshall Field parking lot) and Dollar General, and for **three Village-owned buildings** in DownTown Park Forest. Frontline's marketing has produced one interested buyer for the buildings, but Staff's due diligence on this buyer did not result in a sale.

In July 2016, the Village closed out a \$185,600 grant from the **Illinois Housing Development Authority's (IHDA) Abandoned Property Program (APP)**. This grant funded the demolition of 11 vacant, blighted houses in the Village, outside the Eastgate neighborhood. Subsequently, the Village has applied for a second round of APP funds to demolish three vacant, blighted houses and rehabilitate three vacant houses. The Village has proposed to work with School District 227 on the rehabilitation element of the grant to support the school district's new construction trades training program. Two of the houses proposed for demolition are located on Sauk Trail, adjacent to two vacant lots on Oswego Street where the vacant, blighted houses have already been demolished. The Village is working to acquire all four lots with the goal of eventually seeking a developer to convert these lots to a townhome or multifamily project. This would represent the first opportunity the Village has had to implement the vision established for the Sauk Trail corridor by the *Strategic Plan for Land Use and Economic Development*.

The Village is partnering with the SSLBDA to implement two grants from the **IHDA Blight Reduction Program (BRP)** that total \$1,155,000. This program will fund the acquisition of at least 33 vacant/blighted homes in the Eastgate neighborhood, as well as deconstruction of the blighted structures and maintenance and "greening" of the lots for a three year period. The Village and SSLBDA are working closely with High Bridge (a landscaping social enterprise affiliated with OAI, Inc.), the Delta Institute, the Building Materials Reuse Association, and the Cook County Sheriff's Office RENEW (Restoring Neighborhoods Workforce) program to train private contractors on the deconstruction process, and provide job training that focuses on deconstruction and green infrastructure skills (RENEW and High Bridge). At this time, the deconstruction of four homes has been completed by the RENEW program, and demolition/deconstruction of another seven vacant, blighted houses will be completed by the end of March. This work will be conducted by a combination of a private demolition contractor (three houses) and the Sheriff's RENEW program (four houses). Village Staff is currently working with the Village Attorney to obtain the deeds to 13 additional properties with blighted houses through the abandonment process. Village Staff continues to monitor houses in the neighborhood to acquire and remove blighted structures as quickly as possible using the available grant funds.

The **Eastgate Neighborhood Redevelopment** plan contained within the *Strategic Plan for Land Use and Economic Development* continues to move forward with the help of grant funds that have allowed for the demolition of a large number of the blighted homes in the neighborhood. At this time, 63 homes have been demolished/deconstructed in Eastgate with combined funding from a Delta Institute grant, a State CDBG-IKE grant, two Cook County NSP grants, two IHDA Blight Reduction Program (BRP) grants, Village funding, and bank funded demolitions. The Village owns 30 vacant lots in Eastgate, and the SSLBDA owns an additional 11 lots. The 2015 Cook County scavenger sale will result in Village ownership of another 14 Eastgate vacant properties. This process should be completed by the end of 2017. The Village Attorney's efforts described above will result in another 13 lots owned by the SSLBDA by the end of the year. At that time, the Village and the SSLBDA together will own 20% of the properties in Eastgate.

In June 2015, the Village conducted a neighborhood workshop in Eastgate to get the residents' thoughts about interim uses for the growing number of vacant lots. The two most popular uses suggested were additional park space and community gardens. To that end, the Department of Recreation and Parks has acquired park equipment designed for small children that will be installed at 257 Arrowhead Street. This lot is centrally located in the neighborhood and easily accessible to Allegheny Street from Antioch Place, and to Arcadia Street from two adjacent

vacant lots that may also be improved to enhance access to the park. Village Staff has also attempted to initiate a community gardening program in the neighborhood. One neighbor on Algonquin Street has expressed an interest. In order to continue to promote the community gardening program, in Eastgate and Village-wide, the Village Staff is partnering with the Park Forest Public Library to plan a major event at the library in late March or early April. More information on this event will be forthcoming.

The Village has also been active in removing blighted single family structures and obtaining the property deeds in other **neighborhoods throughout the Village**. Using Cook County, State of Illinois, and IHDA grants, the Village has demolished 25 of these homes in the past seven years. The Village owns 13 of these vacant lots. In addition, the Village has obtained the deeds to 14 lots that may not be buildable, as they were not developed when the Village was founded. These lots include the six lots on Indianwood Boulevard, just west of Village Hall, and the five lots on Neola Street where the community garden is now located. All developable vacant lots outside of Eastgate are marketed for sale using LoopNet, a commercial brokerage service to which the Village subscribes.

Village Staff is currently working with a young woman who plans to create a small market farm on the lots at **210-220 Indianwood Boulevard**. These lots were acquired through the tax scavenger process, and there has never been any construction on them due to the poor soil conditions. Given the unlikelihood of building on these lots, and in support of the Sustainability Plan, a small farm seems like an appropriate use, at least as a test case. Village Staff are working with Ms. Lewis to determine the best way to proceed.

In September 2015, the Board approved a resolution to support acquisition of the **Central Court Plaza shopping center** through the County's tax scavenger process. This property has been tax delinquent for over three years. The Cook County Board approved the Village's application to acquire the property by means of the scavenger sale in December 2015. The Village is currently going through the process of meeting all public and property owner notification requirements. The Village and the SSLBDA are working together to acquire this property as part of a larger development plan that may also include **381 Blackhawk Drive**, which is currently owned by the SSLBDA.

The Nikolovski family has retired and closed their business, Americana, Inc., which has been located at **70 North Street** since early 2008. They have negotiated a lease-to-own contract with **Luster Products** to take over the property. The Class 8 incentive will continue to benefit the new business as it runs with the property. Luster Products is the leading African-American owned manufacturer of premium personal care products servicing people worldwide. Luster Products' brands include You Be-Natural, Pink Brand, S-Curl, PCJ, and YOU. Their product lines serve men, women, children and the stylist market. Today, Luster Products, Inc. employs more than 400 people worldwide. Their other locations are in Blue Island and London. The business has not formally opened in Park Forest yet, and no manufacturing is occurring at this time.

Village Staff continues to work with ForeBio Nutrition, Inc. on the purchase and re-occupancy of **80 North Street**. The buyer has executed a Letter of Intent to purchase the property for \$500,000, and they have secured foreign investment (China) for the project. The main issue left to be resolved is the high estimated property taxes. Staff and the Mayor are working with the

Cook County Assessor's Office and Representative DeLuca to draft legislation specific to this property that will address this issue. HB257 establishes an assessed value based on only the land value for a 10 year period, and it will apply State-wide for any municipality with buildings that qualify and choose to use the incentive.

Following an 18 month grass roots effort to attract **Steak 'N Shake Restaurant** to Park Forest, on January 12, 2016, corporate representatives of the restaurant participated in a presentation about the franchise opportunities available with the company. As a result of that event, a prospect has been qualified as a franchise operator and has initiated a Letter of Intent to purchase 3200 Lincoln Highway.

The Village and Rich Township School District 227 are collaborating with ImageWorks, a local manufacturer, to assist them with hiring up to 10 high school graduates for a joint internship/college program. ImageWorks proposes to train the students in a variety of professional specialties (marketing, finance, graphic design, IT, etc.), while they go to college to study their selected specialty. The students will work for ImageWorks for up to four years while in college and will be offered permanent jobs based on performance.

Village Staff has negotiated a pre-annexation agreement with **Continental/Midland, LLC** to extend a 12 inch water line to their property on South Western Avenue. This water line extension will be constructed in 2018 and will allow for new development on property along its ¾ mile length. The Board will be conducting a public hearing on the pre-annexation agreement, including the terms for extending the water line, at their February 27 Board meeting. The basic terms of the draft agreement are as follows:

- A 12 inch water line will be extended to Continental/Midland's south property line at a total estimated cost of \$1.5 million.
- Continental/Midland and the Village will each share equally in the cost of the water line, with Continental/Midland's cost capped at \$750,000.
- Continental/Midland will pay their share of the cost in two installments, in January of 2018 and January of 2019.
- Construction is targeted for the spring of 2018, and the Village has started the process to apply for a low-interest loan from the Illinois Environmental Protection Agency.
- When Continental/Midland starts to pay for water usage, they will also begin paying for sanitary sewer usage. They have had sanitary sewer service for many years but have not yet been charged for it.
- The term of the agreement is 20 years. Annexation will occur at any point during the 20 years when the Village's incorporated limits are adjacent to any part of Continental/Midland's property. They have asked for an option to opt-out of annexation that may include re-paying the Village for its share of the cost of the water line extension. This option will be included in the agreement, along with an alternate option that would provide for Village tax abatements applicable upon annexation.

Extension of water service to the Continental/Midland property is the first, major step to implement the Board's goals for South Western Avenue as established in the *Strategic Plan for Land Use and Economic Development*.

The Village received a Judicial Deed to the **Illini Apartments** in late January 2016, through the abandonment process. In mid-January 2017, a prospective buyer signed a letter of intent (LOI)

to purchase the property for \$25,000. In the LOI, the buyer agrees to rehabilitate the 12-unit apartment complex to code (including fire sprinklers) and to incorporate a number of sustainability measures into the units. Staff will be able to update the Board on the progress of this LOI at the workshop.

Village Staff and the Chicago Metropolitan Agency for Planning (CMAP) continue to work on the draft **Unified Development Ordinance**. This draft ordinance represents a comprehensive revision of the Zoning and Subdivision Ordinances to be consistent with more modern land development practices and to ensure consistency with the Village's comprehensive plan, especially the Sustainability Plan element. Village Staff and the Development Regulations Update Steering Commission (which includes the Plan Commission) have completed their detailed review of the draft, which includes only the zoning elements of the ordinance at this time. The Village has also contracted with Terra Engineering to advise the CMAP team and Village Staff on detailed engineering issues such as street cross-sections, construction standards and storm water management to ensure that best practices and sustainability considerations are fully incorporated. These sections of the ordinance, as well as all subdivision requirements, are still being developed by CMAP Staff, but Village Staff expects to receive the draft soon. When the draft ordinance is fully reviewed and revised, a series of public workshops will be held to ensure that residents, property owners, and business owners have the opportunity to fully review and understand the proposed changes. Ultimately, the Plan Commission is required to conduct at least one public hearing prior to submitting the reviewed ordinance to the Board for consideration.

The **South Suburban Land Bank and Development Authority (SSLBDA)** continues to support Park Forest's land development efforts. To date, the SSLBDA has directly benefitted the Village in the following ways:

- Single family homes owned by the SSLBDA: 39 Sauk Trail (contract pending), 307 Herndon St (contract pending)
- Vacant lots owned by the SSLBDA: 232, 233, 243, 250, 266, and 271 Allegheny St, 238, 248 and 257 Arrowhead St, 44 Apache St, 234 Arcadia St, 130 Warwick St (the Eastgate lots will be transferred to the Village when the BRP grant is closed-out)
- Commercial properties owned by the SSLBDA: 381 Blackhawk Dr (former Lube Renew)
- Single family homes sold by the SSLBDA: 335 Illinois St, 314 Wayne St, 406 Suwanee St, 247 Mantua St (all to owner occupants), 356 Minoqua St (now occupied by a renter)
- Vacant lots sold by SSLBDA: 225 and 262 Allegheny St (transferred to the Village for land banking)

The SSLBDA now has 21 municipal members, including Park Forest, Oak Forest, Blue Island, Richton Park, Sauk Village, Midlothian, Hazel Crest, Phoenix, Summit, Steger, Joliet, Dolton, Chicago Heights, Ford Height, Robbins, Lansing, Olympia Fields, Homewood, University Park, Matteson, and Lynwood.

Village Staff and the Plan Commission are working with staff from SSMMA, CMAP, the Metropolitan Planning Council (MPC), and the Metropolitan Mayors Caucus (MMC) to update the **Homes for a Changing Region** housing policy plan. The updated plan will examine how Park Forest's housing issues have changed since the initial plan was completed in 2012, how the Village has addressed housing issues in the past several years, and what needs to be addressed in the coming years. The Plan Commission has reviewed the updated data that will inform the

policy recommendations for the updated plan. Staff is currently planning a series of focus group meetings to present the most relevant data and seek input on possible policy recommendations and strategies to address identified needs. Bankers, realtors, landlords, non-profit agency representatives, and residents will be invited to these focus groups. A final plan should be completed for Board consideration by late spring 2017.

Work on the **mid-block pedestrian cut-through** improvement project is proceeding. This project is funded with a \$200,000 Cook County CDBG grant with a \$74,000 Village match. Public Works Staff has designed the improvements for each cut-through, to include widening the existing five foot paths to 10 feet, upgrading lighting along the paths, installing ADA ramps, bollards and signs at the street intersections, and painting cross-walks in the streets where the cut-throughs intersect. As many as eight cut-throughs will be improved, based on the final costs. In order of priority, these cut-throughs include: Indianwood Boulevard to Peach Street, Peach Street to Sauk Court, Sauk Court to 21st Century School, Cherry Street to S. Orchard Drive, Green Street to Lakewood Boulevard, Blackhawk Drive to Sangamon Street, Sangamon Court to Somonauk Park, and E. Rocket Circle to Shopping Center. This project will be completed in 2017. It has been a collaborative effort of the Public Works, Recreation and Parks, and Economic Development and Planning Departments. In addition, the AmeriCorps NCCC Team contributed greatly to the project by clearing the cut-throughs of all invasive vegetation.

The Commission on Human Relations presented the **2016 Good Egg award** during a November Board meeting. Three Park Forest volunteers who are active at the St. Irenaeus Food Pantry were selected as the newest Good Eggers: Collette & John Wisnewski and Glen Rosenquist. Outreach for the 2017 Good Egg Award will start in June.

The Community Relations Coordinator, Commission on Human Relations and residents are currently developing a **local welcome wagon committee** for new residents. While this program is still being developed, current plans are to have a quarterly event that will include a tour of the community and an opportunity for local civic organizations and Village Boards and Commissions to introduce themselves to new residents.

The Commission on Human Relations is launching a **Block-Club** program with an event scheduled for May 6 at Central Park. More information about this event will be forthcoming.

The Village partnered again with *Haunts Against Hunger* to raise funds and food for the local Township food banks during the **2016 Safe Halloween** events. Safe Halloween included three days for the haunted house and closed out on October 31st with games, game challenges, hot chocolate, chili (donated by Calvary Church) and many give-aways. As always, this is a collaborative event with several Village Departments and Village organizations. *Haunts Against Hunger* collected 7,229 food items and \$4,000 for donation to local food banks.

The Commission on Human Relations and the Community Relations Coordinator partnered with **Neighborhood Housing Services** (NHS) in January 2017 to assist residents impacted by flooding to apply for available grant money for water damage. A 2nd workshop will be held in February, which will also include refinancing options and assistance for residents who may be behind on their mortgage.

This year's **Black History Month** program, to be held on February 25, will include a play entitled, "STOP" (the Violence) by Phoenix Tyler Productions. This one act stage play is about stopping the violence and working together to spread peace, love and a sense of community. After the performance, the cast, community leaders and residents of Park Forest will collaborate to propose viable solutions. The discussion will be led by a panel of community leaders including: Mayor John Osteburg, Police Chief Pete Green, Police Chief Mitch Davis (Hazel Crest), Randle White (Acting Chair of Park Forest Youth Commission), Phoenix Tyler (Writer/Producer of Play) and Tammy Gibson (Historian). Congresswoman Robin Kelly has been invited.

The **2017 March Resident Appreciation Month** schedule includes the following activities (subject to change):

- Wednesday, March 1-Saturday, March 4
 - *Water Bill Drawing*. Enter to win \$150 off your next water bill. Entry forms will be in the Lobby of the Village Hall, and three winners will be selected.
- Friday, March 10
 - *Spin the Wheel* in the Village Hall Lobby. The wheel will include a variety of prizes.
- Friday, March 17
 - *Coffee and Photos with the Mayor*, Village Hall Board Room, 9-11 am.
- Friday, March 24
 - *Candle Making*, Dining on the Green, 6-9 pm.
- Saturday, March 25
 - *Mozart Candle Holder Making Class*, Dining on the Green, 349 Main Street, 9 am - 1 pm.
- Friday, March 31
 - 6-11p, *Jazz n' Tizers*, Dining on the Green, 6-11 pm. Come join us for a night of jazz and appetizers. You do not want to miss this band.

The **2017 June Resident Appreciation Month** schedule will include an Ice Cream Social (June 3), the Resident BBQ night, Dancing Under the Stars, and tentatively a DownTown Stroll. These activities are subject to change. Community Relations is also proposing to rekindle the Taste of Park Forest, possibly during the June Resident Appreciation Month activities or as part of the Welcome Wagon launch.

As a replacement for the popular Park Forest Idols program, Community Relations is considering launching a **volunteer Oscar night** in January 2018. Planning for this event will begin in the coming months so more information will be provided as the program is developed.

MEMO

Date: February 3, 2017
To: Mayor John Ostenburg
Board of Trustees
From: Roderick Ysaguirre – Director of Public Works/Village Engineer
RE: The Department of Public Works Financial Update

The following is an update to various projects and/or issues currently being handled by the Department of Public Works. The current status and/or finances are presented here, as well as any new and/or upcoming regulations and code compliance that may affect the Village. The topics presented herein are related to the following funds, Motor Fuel Tax Fund, Sewer Fund, Water Fund, Parking Fund, and General Fund/Additional Projects.

MOTOR FUEL TAX FUND

Motor Fuel Tax Fund Description, Process, and Trends

DPW uses MFT funds for eligible annual maintenance projects and eligible day labor maintenance expenses. These maintenance projects include pavement rehab, pavement marking, street sweeping, curb side vegetation control, and street signing. DPW also uses MFT Funds for contractual traffic signal maintenance, salt and calcium chloride purchases, street lighting materials, and electricity costs. MFT funds are also used by the Village to fund work related to capital projects such as the Design Engineering, Construction, and Construction Engineering and/or used as a source of Village cost participation for eligible capital projects.

Every month, the Village receives an allotment of Motor Fuel Tax (MFT) funds from the State of Illinois. The amount of MFT funds allotted to Park Forest is based on Village population and the amount of gas purchased throughout the state (19 cents/gal. gas and 21.5 cents /gal. of diesel). The allotments are deposited/recorded into an unobligated account where the funds wait for approval to be expensed. When the Village would like to use MFT funds for an eligible expense, the Village first must request the amount of funds to be used by Resolution, and when reviewed and approved by the State, that amount of funds are transferred/recorded to an obligated account on the Department of Transportation records and ready to be expensed. Allocated/obligated money that is not used during the maintenance year is reallocated back into the Village's unobligated balance which can be used for future expenditure. This process along with the monthly allotments is how the Village builds and maintains a reserve of the Village's MFT funds.

According to the 2010 census, the population of Park Forest has decreased from 23,462 to 21,975. DPW anticipated that this decrease in population would contribute to any decrease in MFT funds allotted for Park Forest. Village staff will continue to monitor for this and has attached a MFT Allotment Spreadsheet which shows the past and current trend.

The Local Government Component of Illinois Jobs Now was a six year program which provided an annual one-time supplemental allotment of MFT funds to local agencies. These one-time allotments increased the MFT fund by approximately 17%. The Village has received 6 out of the 6 supplemental allotments as seen on the attached MFT Allotment Spreadsheet (2011 to 2015). This increase in MFT allotments brought MFT funding back to levels the Village was receiving prior to FY04 which was around \$674,151 dollars.

In July 2014, a new state capital construction bill was signed and it was to invest 1.1 billion in road and bridge projects. \$100 million of it, was planned to go to municipal and township governments to improve infrastructure at the local level. Since the end of the 6 year Local Government Component of Illinois Jobs Now, DPW has not seen any increase in its allotments. Media reports indicate that under the new Governor, the state used most of the construction bill to fill budget needs elsewhere.

On October 19th 2015, staff received notice that due to lack of a state budget, Local Agencies will not receive any allotments. IDOT stated that they will conditionally approve any maintenance resolutions with the understanding that actual work will be conducted giving priority to safety concerns. If Local Agencies do not have a sufficient Unobligated Balance to continue during that time, arrangements to finance the costs with local funding would need to be made or projects would need to be placed on hold. The State did release withheld MFT allotments.

Update: The Village continues to receive its monthly allotments. In response to this issue, the discussions of reducing the Local Municipal Fund Share Program, and with vehicles becoming more fuel efficient, CMAP has begun researching and evaluating alternative ways to collect and distribute the Illinois Motor Fuel Tax.

In November, the “Lock Box” legislation passed which prohibited MFT funds to be used to fill state budget gaps and/or used elsewhere. Staff is unaware of any new policies or directions on how the funds will be utilized or distributed.

Salt

The purchase of salt is one of the bigger maintenance expenses in the Village’s MFT fund and has taken a larger portion of the MFT allotment in past years. The Village participates and utilizes the State of Illinois Joint Purchase Agreement for road salt. Under this agreement, Local Agencies submit an application to participate along with a requested quantity. The State then solicits the bids for all that participate and identifies a lowest bidder for each agency along with a unit price. Under this agreement, there is an 80% minimum & 120% maximum purchase clause of the requested amount. The following is a summary of past years:

Snow Season	Unit Price/Ton (Vendor)	Tons Purchased	Total Spent (\$)
2008/2009	\$103.47 (Morton) \$155.58 (N.American)	470 <u>1330</u> 1800 Total	\$ 48,630.90 <u>\$ 206,921.40</u> \$ 255,552.30
2009/2010	72.54 (Morton)	2277	\$ 165,173.58
2010/2011	58.67 (Morton)	2274	\$ 133,415.58
2011/2012 Mild winter	58.67 (Morton)	1688(min purchased)	\$ 99,034.96
2012/2013 Mild winter	49.93 (Morton) New Contract	983 (min purchased)	\$ 49,081.19
2013/2014 Heavy winter	49.93 (Morton) Contract renewal	2048.74 (max purchased)	\$ 102,293.59
2014/2015 Mild winter	109.94 (Morton) New Contract	2102.91(min purchased)	\$ 231,193.93
2015/2016 Mild winter	109.94 (Morton) Contract renewal	1581(min purchased)	\$ 173,815.14
2016/2017 Current Season	44.46 (Compass Minerals America) New Contract	1975 (requested) 1580 (min) 2370 (max) 1085 (ordered to date)	\$ 158,000 (budgeted) \$ 48,256 (spent to date)

Prior to the 2008/2009 season, salt was less than \$40 per ton and that included delivery to the Public Works Yard.

For the 2014/2015 snow season, DPW solicited bids through the IDOT Joint Purchase Requisition. Morton Salt of Chicago was the Village's supplier at a unit cost of \$109.94 /Ton. The unit price has more than doubled from the previous year. Due to the increase, DPW managed its salt usage and only needed to purchase the minimum required. Also in 2014, DPW constructed a 72 foot diameter salt dome with a rated capacity of 2,510 tons and a usable capacity of 2,134 tons.

Update: Compass Minerals America Inc. from Overland Park, Kansas, is the new vendor at a unit price of \$44.46/ton. This is a \$65.48/ton reduction from the last two season's unit prices of \$109.94/ton. To date, DPW has ordered 1085 tons (68% of minimum required) and spent \$48,256. DPW plans to order the minimum required by contract and order any additional salt to fill the salt dome to its usable capacity.

Lincoln Hwy. (Route 30) Landscape Enhancement – ITEP Project

The Village received Illinois Transportation Enhancement Program (ITEP) funds to improve the appearance along the Lincoln Highway Corridor. This project consists of removing the existing wooden fence along with the unwanted shrubs and trees on the Village side (South) of Lincoln Highway. The area will then be landscaped with a new composite fence, desirable plants and trees and a sidewalk from Orchard Drive to just west of Indiana Street where it will connect to an existing sidewalk.

The new privacy fence has been determined as an ineligible participatory item. Therefore, all expenses related to reinstallation of the new fence will need to be fully funded by the Village. For example, \$10,000 dollars in additional engineering services was needed to survey property lines to properly locate this proposed fence. This work was charged to the Village General Fund and construction costs related to this fence will also be charged to the General Fund where \$239,601 dollars has been budgeted for this work. Larusso Cement Contractors, Inc. is the contractor for this project. This project is currently in the construction phase. Below is a current estimated breakdown of costs and status.

	Federal 80%	Local 20%	Total	Status
Design. Engr.	\$ 47,600	\$ 11,900	\$ 59,500	\$ 69,500 paid to date to B&W. Completed.
Fence Design 100% Village cost		\$ 10,000	<u>\$ 10,000</u> \$ 69,500	
Construction (As Bid)	\$ 468,150.06	\$ 117,037.51	\$ 585,187.57	Work is temporarily suspended until Spring to allow for Spring plantings. \$ 54,195 of Local Match paid back to IDOT to date.
Construction (minus fence costs)	\$ 276,469.06	\$ 69,117.26	\$ 345,586.32	
Fence Const. (As Bid)		\$ 239,601.25	\$ 239,601.25	100% Village cost \$ 246,093 of Local Match paid back to IDOT to date.
Construction Engineering	\$ 55,037	\$ 13,759	\$ 68,796	\$64,591.93 of Total paid to date, work is in

				progress. There may be a portion of these costs that will be 100% funded by the Village due to Fence oversight.
Grand Total	\$ 379,106.06	\$ 344,377.51	\$ 723,483.57	Estimated
	52.4 %	47.6%		

Update: Construction began in September 2015 and then ceased due to IDOT roadway work along Route 30 (Lincoln Hwy). This project was shut down and resumed construction in March 2016. Work is approx. 84% complete with the remaining work to be completed in spring 2017.

Bicycle Pavement Markings

When Orchard Drive was reconstructed, bicycle lanes were incorporated to provide a bikeway and connection to the Old Plank Road Bike Trail. Old Plank Road Bike Trail provides regional access for walkers, runners, and bicyclists. To build on that access, staff sought to expand bike ways along other village collector roads to establish a Village bikeway network. DPW along with the Sustainability Coordinator, were able to obtain funding through the Congestion Mitigation and Air Quality (CMAQ) Improvement program for bicycle pavement markings, related signage, and an education component to encourage alternative modes of transportation. After project award, DPW staff decided to perform the design and construction engineering for this project. A cost change was requested to move all funds into construction. Below is a breakdown of estimated costs.

	Federal 80%	Local 20%	Total	Status
Preliminary & Design Engr	N/A	N/A	N/A	N/A
Construction	\$ 103,040	\$ 25,960	\$ 129,000	Agreement
Construction (As Bid)	\$ 95,991	\$ 23,998	\$ 119,989	\$ 106,379 is the estimated final cost of Const.
Construction (As Built)	\$ 85,103	\$ 21,276	\$ 106,379	\$ 17,152 paid back to IDOT to date.
Implementation	\$ 5,000	\$ 5,000	\$ 10,000	In Progress
Funded at 50%				

Total	\$ 90,103	\$ 26,276	\$ 116,379	Current Est. of Final Costs
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Bikeway pavement markings were installed along Lakewood Blvd (Sauk Trail to Orchard Dr), Blackhawk Drive, Westwood Drive (Sauk Trail to Orchard Dr), Wildwood Drive, Shabbona Drive and South Orchard Dr. (Sauk Trail to Monee Rd).

Update: This project was let on March 4th 2016, Road Safe Traffic Systems was the lowest bidder in the amount of \$119,988.80. The construction phase is completed and Implementation work is in progress.

Indianwood Blvd. (Sauk Trail to Monee Rd.) and Illinois Street (Western Ave. to Orchard Dr.) Improvements

These are two new Federal Aid Route roadways that have been made eligible for federal aid funding. Indianwood Blvd will be completed first and Illinois St is currently planned for the FFY 18 program. The Federal Fiscal Year is Oct. 1. The planned improvements consist of milling and resurfacing, pavement patching, curb and gutter replacement, sidewalk improvements at intersections, pavement markings, signage, driveway replacements, sewer adjustments and reconstructions, and restoration.

In 2012, the Transportation Committee agreed to provide 80% federal STP funding for highway projects during FFY 2013 and 2014. The Transportation Committee then voted to continue funding at 80/20 for 2 more years and expire at the end of FY 2016. Just recently, the TC voted again to extend the 80/20 through the end of FY 2017.

Update: The Bid Opening date was Nov. 4th 2016, Iroquois Paving was the lowest bidder in the amount of \$1,592,827. This is \$65,832 below the engineers estimate. This project does contain Non-Participatory construction which consists of street name signs and specific traffic signs. Below is a current breakdown of costs.

	Federal 80%	Local 20%	Total	Status
Preliminary & Design Engr	\$ 89,200	\$ 22,300	\$ 111,500	Estimate
	\$ 87,261	\$ 21,815	\$ 109,076	Actual \$ 109,076.41 Final cost for this phase. Complete.
Additional Engr for Special Waste 100% Village cost		\$9,150	\$ 9,150	\$5,746 paid to date.

Construction Estimate	\$ 1,800,915	\$ 450,229	\$ 2,251,144	Scheduled to begin May 1 or earlier.
Construction (As Bid)	\$ 1,274,262	\$ 318,565	\$ 1,592,827	
Construction Est. Non-Participatory	\$ 0	\$25,790	\$ 25,790	Estimate
Construction Engineering	\$ 167,085	\$ 41,771	\$ 208,856	Estimate
Total	\$ 1,528,608	\$ 417,091	\$ 1,945,699	Estimate

Other Projects

Traffic and Street Name Sign Replacement Project is underway. DPW has a blanket replacement plan identified and has completed an initial survey of all traffic signs. DPW has created a 10 Year plan outlining areas to be replaced. The first contract replaced all traffic and street name signs in the East Lincolnwood Area.

Update: DPW had a bid opening on January 26th, Western Remac Inc. is the lowest bidder in the amount of \$56,581.85. This is \$11,718 below the Engineer's Estimate. Work is anticipated to begin in Spring 2017, the area of replacement will be Will County, "T" street area.

DPW submitted Functional Reclassification Requests to the Technical Advisory Group (TAG) of SSMMA to request Westwood Dr./Norwood Blvd. (Sauk Trail to Western Ave.), South Orchard Dr. (Sauk Trail to Blackhawk Dr.), and Shabbona Dr. (Sauk Trail to Indianwood Blvd.), be reclassified as Major Collectors and become part of the Federal Aid Route System. The recommendation from the TAG was made to the Transportation Committee (TC) who voted to approve this recommendation as well.

Update: These applications and recommendations were submitted to IDOT, then CMAP, then IDOT Central office in Springfield, then to Federal Highway Administration for review. This is a lengthy process. DPW still has not received confirmation.

SEWER FUND

Beginning with the 2014/2015 Budget, all storm sewer related work was combined into the village's Sewer Fund from the Village General Fund. This will allow for much needed work on the storm sewer system as well as provide funding in the General fund for much needed roadway improvement projects on local roads.

In 2005, Thorn Creek Basin Sanitary District implemented a plan to District wide wet-weather related issues. One component of the plan was to implement an Inflow and Infiltration (I&I) limit program on communities which deliver sanitary flows to the District for treatment. In July 2013, the Village was notified by Thorn Creek Basin Sanitary District of its immediate dismissal of its Inflow and Infiltration Compliance Ordinance and the Village's requirement to meet this ordinance.

The District states that USEPA has begun to implement active, direct oversight and enforcement of municipal sewer system owners, therefore, eliminating District involvement. DPW thus anticipates the EPA will soon begin to oversee I&I operations of the communities that were under the District's I&I ordinance.

DPW's goal is to continue with its I&I investigation and remediation efforts as well as, work to comply with any applicable regulations and/or requirements such as The Clean Water Act and programs such as Capacity, Management, Operation, and Maintenance (CMOM) which purpose is to reduce sanitary sewer overflows (SSOs). With proper planning and remediation, the Village may continue to remain in good standing with the EPA. Funds are budgeted annually to clean and televise sewers, to perform I&I analysis, to perform contractual maintenance, to line sewers, and to perform manhole rehab or replacement. By continuing this work, this can be seen as a sustainable effort. If the Village can reduce the amount of rain water into the sanitary system this would aid the Sanitary District in not having to treat excessive flow which comprise of all this additional rain water.

Storm Water Management

The Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) is now tasked to oversee storm water management for all of Cook County. MWRDGC developed the Cook County Storm Water Management Ordinance to regulate construction projects and development within Cook Co. There is a provision that allows municipalities that have corporate limits in Cook Co. as well as in a collar county, the choice to adopt a storm water management of either county. Park Forest currently adopted the Will County Storm Water Management Ordinance and advised the Village Board to opt out of CCSWMO and continue with the WCSWMO. Upon comparison of the two, the Cook Co. ordinance was more restrictive to projects and developments, therefore possibility negatively impacting future development within the Village. The Will County Storm Water Management Ordinance is still subject to revisions and updates and may one day equal that of the Cook County Ordinance.

Update: DPW continues to work with the Economic Development department to introduce sustainable storm water infrastructure (BMP's) into the Village's development codes.

Pollution Discharge Elimination System (NPDES)

A potential issue that may require funds in the future will be for National Pollutant Discharge Elimination System, (NPDES) related projects. DPW continues to budget funds for any expenses or changing regulations related to this issue.

Update: DPW submitted the Village's Annual NPDES Report which consists of accomplishments of the Village's Permit. Time frame consists of activities completed March 2015 to March 2016.

Chloride Rule

A new water quality standard regulation that is in the works is the Reduction of Chlorides in the Chicago Area Waterway System (CAWS). Effective July 1, 2015, The Illinois Pollution Control Board (IPCB) has adopted new limits on the amount of chlorides in CAWS to 500 mg/L on a consistent basis. The IPCB has provided a delay in the implementation until July 1, 2018. During this 3 year period, MWRD was tasked by the IEPA to form and administer a stakeholder work group to discuss and develop ways to address the chloride issue and request more time. On July 15, 2015, MWRD submitted a petition on behalf of itself and all communities within the CAWS to the Illinois Pollution Control Board to issue a variance and stay of the chloride standard. The goal of the work group is to seek a water body specific/watershed compliance by every community doing their part instead of everyone on their own. The 5 work groups will discuss Legal, Data Acquisition, Best Management Practices, Water Quality, and Social and Economic Impact for this rule and how it affects compliance. DPW will keep monitoring this topic and seek ways that the Village can begin to contribute towards compliance.

Update: DPW is researching anti-icing equipment and budgeting to include anti-icing equipment with the purchase of new snow fighters.

Storm Sewer Issues and Projects

The following are major Capital Plan projects.

Project	Cost	Status
Rehab corrugated metal pipe in East and West Drainage Way (Krotiak Pk to Westwood Dr.)	\$ 1,095,075	Recently entered into an Engineering Services Agreement to rehab these sewers.
Thorn Creek Subdivision Storm Water Management Improvements	\$ 380,000	Needs to be budgeted.
Clean Drainage Ditch from Rich East to Lakewood Blvd.	\$ 200,000	Needs to be budgeted.
Clean Drainage Ditch from Lakewood Blvd. to Western Ave.	\$ 200,000	Needs to be budgeted.

Update: DPW has televised and inspected the east and west drainage ways and met with Baxter and Woodman to discuss analysis and possible rehabilitation options. The current flood plain, FEMA FIRM maps and MWRD inundation maps were considered during the analysis. Required permits were also researched. DPW recently entered into an Engineering Services Agreement for design services to line these sewers. Construction is anticipated for next fiscal year.

WATER FUND
Discolored Water

The Board is aware of the recurring inconvenience of discolored water to water quality. This discoloration is caused from loose iron based sediment from the internal corrosion of the unlined cast iron distribution mains. Iron oxide builds up over time and when disturbed, it breaks up and discolors the water. Through time, this sediment will settle and the water will run clear. DPW performs periodic hydrant flushing, performed a more thorough Uni-directional flushing project, performs water main replacement projects, and performed a desktop analysis all in efforts to investigate and reduce the reoccurrence of discolored water. This work needs to continue if the Village is going to move forward in relief of this issue because the iron oxide will continue to build within the system as time goes on.

DPW has met with industry representatives and researched the possibility of reintroducing a blended phosphate into the water supply to control corrosion, water quality control, and biofilm development control. The addition of phosphates into the water supply was done with the old water plant. DPW has performed research and has identified numerous water utilities that continue to use phosphates as part of their water treatment. Presentations were made to the Village Board and the Environment Commission about the process. DPW then proceeded forward and received an IEPA permit to reintroduce phosphates into the water treatment process. Phosphate addition began in February 2015.

Update: In 2014, prior to the addition of phosphates, DPW received 14 discolored water complaints. In 2015, DPW received 9, in 2016, DPW has received 1 complaint. DPW crews have also indicated that hydrant flushing time has reduced to one half hour from 1 to 2 hours at times. DPW staff will continue to monitor discolored water complaints.

Water Main Breaks Village Wide

The following is an update on the number of water main breaks this calendar year and recent past years.

Calendar Year	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	Ave.
# of Water Main Breaks Repaired	21 to date	165	117	99	133	201 Highest	167	111	82	154	137 per year

To date, DPW has repaired 21 water main breaks. Around this time last year, staff repaired 24 main breaks. DPW anticipates additional breaks throughout the rest of this year. Monies spent for water main breaks are for labor hours, equipment usage, materials, various restorations, and at times, cost to private contractors.

Hydrant Flushing

The intent of flushing hydrants is to remove silt, rust, debris, and stagnant water from within the water distribution system. This is a standard maintenance procedure that all water utility owners need to perform. In past years, Village crews performed hydrant flushing twice a year. This consisted of a three night period with the Village divided into three areas. This time frame did not produce the desired results. DPW then contracted with ME Simpson to perform a Uni-Directional Flush program and supply the Village with a survey and log of flushing operations so that Village crews can re-perform uni-directional flushing as its new flushing program. In order to perform a complete Village wide flush, a dedicated crew and approximately 1-2 months of time needs to be allotted. At this time DPW is performing scaled down versions of the uni-directional flushing. Dead end mains and areas that have a recurring frequency of discolored water have priority. This will be an ongoing maintenance responsibility for DPW.

Update: DPW performed its spring flush at the beginning of May 2016. Staff has developed an online up to date flushing map that residents can see on the Village Website to view daily progress and anticipate when flushing will occur in and/or around their residence. Due to the beginning of the 4 mile water main project, Fall 2016 flushing was postponed. DPW plans to do the Spring 2017 flush the week of May 1.

Water Plant Maintenance

Every year water plant staff continues to maintain various major water plant maintenance projects/issues. The new water plant was brought on line in 2007/2008. Below is a list of recent major maintenance projects in the Water Plant:

1. Rebuilding of OSEC Unit – This makes chlorine for water treatment.
2. Replaced and updated the Water Plant video surveillance system – security purposes
3. Replaced raw water meters at wells 1,3,4,5,6 – monitoring purposes
4. Cleaned out filtrate holding tank – maintenance purposes
5. Rebuilt and reset pressure control on 4 inch Cla-vals at water towers – maint. purposes
6. Replaced SCADA at Water Plant and remotes sites – maintenance, security, and monitoring purposes
7. Well 5 Maintenance – Scheduled to be completed this Fall.
8. Chlorine Booster Station at Tamarack Standpipe – Currently in Prelim/Design Phase
9. Currently completing Well 5 Maintenance – maintenance purposes
10. Lime Sludge Removal from Lime Lagoon – Ongoing Maintenance
11. Adjustment of Fluoride limits to 0.7 mg/L from 0.9 - 1.2 mg/L
12. Lead and Copper Testing – Ongoing Testing

These projects have required significant funds to maintain and will be reflected in year-end expense totals.

Water Main Replacement and Improvements

Due to numerous water main breaks and fire flow needs, staff and the Village Board are taking proactive approaches for water main replacement. Over the years, the Village Board has made decisions for water rate increases to fund water main replacement projects. The current water rate is \$14.61 per 1000 gallons of water used. The Board has approved a five year plan for water rate increases to end in fiscal year 2018 at a rate of 15.64 per 1000 gallons of water used. **Beginning July 1, 2017, water rates will increase to \$15.64 per 1000 gallons of water used. This is the last rate increase adopted by the Board.**

Rate increases will be used to provide a mechanism to fund ongoing operations and pay back IEPA loans. In 2012, the Federal Government gave the IEPA \$1 billion in funds to add to the loan program through the Clean Water Initiative, increasing the chances of loan funds to be available. The Village applied for and received a 5 million dollar, low interest loan through the Public Water Supply Loan Program (PWSLP). The loan will be a 20 year term at a rate of approximately 1.86%. DPW staff uses the budget of 1 million dollars per mile of water main when projecting projects.

DPW is currently working on the replacement of 4 miles of new water mains. As DPW completes these projects, staff is looking proactively to address other infrastructure needs by pooling other funds into these projects for a more complete project. For example, staff will use General funds to complete the remainder of the roadway not affected by water main installation and will use Sewer funds to replace sanitary and storm sewers in the same areas.

Work will consist of the water main replacement at approximately 22 locations throughout the Village. Below is a current breakdown of costs.

Source	Amount	Contingency	Total per Fund Source
Water Fund – Water main	\$ 4,726,523.93	\$ 236,333.96	\$ 4,962,857.89
Sewer Fund - Sewers	\$ 411,336.00	\$ 20,564.50	\$ 431,900.50
General Fund -Roads	\$ 598,401.20	\$ 29,915.56	\$ 628,316.76
Sub Total	\$ 5,736,261.13		
5% Contingency	\$ 286,813.06 Split between Water, Sewer, and/or General Funds		
Total	\$ 6,023,074.19		\$ 6,023,075.15

Staff plans to utilize the full 5 million dollar loan to fund all eligible construction and construction engineering costs. Any costs above 5 million will be funded by the Water Fund – Fund Balance, where sufficient funds have been identified. Below is a current breakdown of eligible Loan costs and funding.

Construction Costs	\$ 4,962,857.89
Construction Engineering Costs	\$ 329,830
Total	\$ 5,292,687.89
Loan Amount	(\$ 5,000,000)
Difference to be funded by Water Fund – Fund Balance	\$ 292,687.89

Costs for the sewer work will be funded in the Sewer Fund – Capital Outlays and costs for roadway work will be funded in the General Fund where sufficient funds have been encumbered over the last two fiscal years for this portion of this project.

Update: Austin Tyler is the contractor for this project with a bid amount of \$5,736,261.13. Construction began August 2016 in the West Lincolnwood area. The project is currently suspended due to winter season but Austin Tyler continues to complete work when the weather permits. DPW is planning to set a new substantial completion date for the water main installation. Substantial completion of roadways and restoration is still projected for August 2017. To date DPW has paid \$99,579 in construction engineering costs and \$1,304,028 in construction costs.

Water and Sewer Mains in Multi-Family Areas

When the Village was first developed, potable water was supplied to residents by a 2 inch water main that was installed through the foundation walls of the basements throughout the Multi-Family Areas. Smaller water lines then stubbed off of this 2 inch and that serviced each individual unit. The Village has maintained these 2 inch mains over the years since that time. After researching financial sustainability, equal service, and staffing liability, staff sought ownership transfer of these water lines to the private property owners. Staff discussed this option with legal counsel and proceeded to meet with representative of the Multi-Family Areas and provided a proposed agreement with exhibits that redefines maintenance responsibility. On an additional note, maintenance of sanitary sewer mains is becoming an issue similar to these water lines. These sewers are on private property and accessibility is a challenge. A maintenance transfer of this utility may be of interest for the Village to discuss.

Update: As of January 1, 2016, the Village no longer is maintaining these 2 inch water lines. Village maintenance will terminate at and include the water shut off or consist of only those portions of these water lines, outside of the units.

PARKING FUND

Parking usage is low ever since Metra and Canadian National completed station improvements in Lots 1 and 2. Usage has been especially low at the 211th St. Metra Station Parking Lot (Lot 1). When this lot was reopened after Metra station improvements, usage dropped to approximately 1/3rd. DPW made an effort to promote the lots and revamp usage of these lots. Staff offered a 1 month free parking customer appreciation campaign in August 2013 to promote awareness and appreciation to potential and current customers. This effort was advertised in the Star Newspaper, Village Website, signs were placed at the lots, and directional signs were placed throughout the Village. This campaign was not as successful as hoped. Lot usage increased approximately by 30 vehicles in each lot.

Beginning in FY 2015, DPW increased the parking fees from \$1/day to \$1.25/day. This effort was made to make up for the decrease in usage and revenues needed for lot maintenance.

Update: Now that two full years have passed at the new fee, DPW can now use revenues to set the new base line for monitoring usage and revenues trends.

Revenue & Vehicles

	FY 14 @ \$1	FY 15@ \$1.25	FY 16@\$1.25	FY 17 to Date
211 th St (Lincoln Hwy) Station	\$ 39,102.58 39,102 vehicles	\$ 49,744.33 39,795 vehicles	\$ 43,437.29 34,749 vehicles	\$ 24,312.07 19,450 vehicles
Matteson Station	\$ 59,498.18 59,498 vehicles	\$ 73,281.58 58,625 vehicles	\$ 65,985.80 52,788 vehicles	\$ 33,077.69 26,462 vehicles
Total	\$ 98,600.76 98,600 vehicles	\$ 123,025.91 98,420 vehicles	\$ 109,423.09 87,538 vehicles	\$ 57,389.76 45,912 vehicles

GENERAL FUND/ ADDITIONAL PROJECTS

Roadway Improvements In an effort to address roadway maintenance, DPW and Finance Departments plan to budget \$300,000 every budget year in the General Fund. DPW’s plan is to address roadway needs on the Village’s smaller local roads while MFT funds will be used to fund the Village’s bigger collector roads. Roadway maintenance projects would consist of, but not limited to, pavement patching, crack filling, milling and resurfacing, and/or full replacement. This budgeted amount will also be used to contribute to water and sewer main projects to fund the replacement of the remaining portion of road that is not directly affected by underground work. This contribution will occur on a case by case basis.

Update: DPW recently completed Homan Ave (Hickory St to Homan Ct), Illinois St at Homan Ave, Main St (Orchard Dr to Cunningham Dr), and Wilson St (Lakewood Blvd to Westgate Dr).

Compressed Natural Gas (CNG) Fueling Stations and Vehicles (STAR Project) STAR Disposal received a grant to install a CNG fueling station and retrofit or purchase their fleet vehicles. Grant funds could not be awarded to private companies directly, so the Village committed to being the sponsor for the project. In doing so, funds would flow through the Village for this project. Below is current breakdown of Construction Costs.

	Federal 80%	Local 20%	Total	Status
<u>Construction</u>	<u>\$ 2,505,000</u>	<u>\$ 626,000</u>	<u>\$ 3,131,000</u>	

Update: The first IDOT draw of \$484,102 occurred and will show as an unbudgeted revenue and expense for 2016. Staff plans to contact Star by January to see what the status of any future draws on the grant are, so that the Village can make a budget amendment for the current year activity. Staff is working with STAR to assure that they are doing all the necessary reporting. Since the funds are flowing through the Village, Staff wants to be sure all the accounting and reporting is handled.

TO: Mayor John Ostenburg
Board of Trustees

FROM: Robert Gunther
Director, Recreation & Parks

DATE: February 9, 2017

SUBJECT: Department Update, Recreation & Parks

Urban Forestry

The 2015 Great Lakes Restoration Grant for Emerald Ash Borer has been completed. Through this grant the Village was able to plant 26 trees in various parks and an additional 32 trees in parkways this past year. Residents requesting a parkway tree also agreed to irrigate and monitor its condition for the next three seasons. So far this has gone well and residents have been very cooperative.

In June of 2016, Park Forest and 13 other communities in the Chicago Region agreed to partner with The Morton Arboretum as the lead, in applying for another federal grant called the Great Lakes Restoration Initiative. This initiative is to continue replanting of trees lost to EAB. Staff has received word that this grant application was successful and the Village's portion is \$7,777.

Capital Projects

Progress continues in accomplishing the goals of the lifecycle projects. A concept has been developed for Murphy Park and reviewed by the R&P Advisory Board. This design concept calls for the use of natural elements as the major components of the playground. Concept drawings are being developed and will be reviewed by the end of February. The intent is to construct some of the equipment from locally sourced, decay resistant trees. Staff met with the designer in January and located a sustainable source on the old golf course property. Staff hopes to include harvesting and preparation of needed trees as part of the R&P Advisory Board *Clean-up Our Parks Day* on May 20th.

Relative to the Lifecycle projects, the Recreation and Parks Advisory Board is conducting a review of the *Recreation & Park Plan* and *Park System Evaluation*. Commissioners evaluated parks and facilities through the season and are reviewing their responses now. Additionally, commissioners are outlining there next steps in gathering resident information with the ultimate goal of updating the Park Master Plan.

New bid documents are being prepared for the Village Green Expansion Project to break it into phases. The goal being to attract local contractors and more competitive bids. Plans are to begin construction this spring. The overall design intent is to create a public park in Downtown Park Forest where all residents can congregate and participate in events as part of the larger community as well as encouraging opportunities for personal interaction with family and friends. Additionally, this project will be a Downtown Park Forest destination, supporting businesses as well as providing accommodations for vendors. A democratic space that invites families, friends and individuals to be a part of the larger Park Forest. This project also includes display spaces for large public art pieces. Artist proposals will be solicited using guidelines developed by the Public Art Committee.

Detailed plans are also being developed for Somonauk Park. These include the engineering for the water feature and details on the design for the different play components. Plans are to complete these in time to fit into the coming OSLAD Grant cycle.

Paving of Village Hall, Aqua Center and Tennis and Health Club parking lots is also planned for this spring. The Library was also planned for this season but the Library Board would like to reconfigure the lot, making the entrances and drive lanes two way and to upgrade the lighting. Additionally, there are subgrade drainage issues that must be addressed. All this necessitates significant engineering of the project. After discussion with DPW staff, it was determined the best course of action is to gather some basic engineering data from soil borings and a topographic study before any design work is done. Practically, this pushes the project into 2018.

Recreation Center

Aside from four classrooms, School District #163 has ceased to use the Recreation Center in any way. This offers the potential to program the facility during school hours as well as evenings and weekends and is another rentable space for parties and other events. To take full advantage of this opportunity will require some changes to the floor plan of the lower level, improving the kitchen area and the construction of partition walls to isolate the Rec Center from the school. It also means that there is no “front door” to the facility or any accessible entrances. This change also has significant implications for the Village as all maintenance of HVAC and capital projects are now the Village’s sole responsibility. The Capital Plan now accounts for this. Including the need for a new, accessible entrance and engaging a Space Planner to assist in planning for the most efficient use of interior space to meet Village needs. An immediate need at the Rec Center is for a security system. This project will allow staff to monitor multiple areas of the facility from one location as well as see who might want to enter. This is of particular importance during Teen Zone activities when there could be over 120 teens in the facility at one time.

Teen Zone

Teen Zone meets Tuesday – Thursday afterschool to 6:30 and Friday’s from 7:00 – 10:00. Average attendance is 120 per night. Highlights for winter/ spring programming include Teen Job Connection and the 2017 Spring College Tour planned for April. Teen Services Coordinator Adina McCollough teamed with Sprint in December to participate in their pilot program to distribute electronic devices to Rich East and Central students. A total of 250 communication devices were distributed. Plans are to eventually give a device to all students.

Tennis and Health Club

This past spring IDPH required that the whirlpools be shut down until they could be brought into compliance with new regulations. This event triggered considerable comment from members and the sentiment that members would be willing to contribute towards repairs. In parallel with this event manager Irvin had been exploring the possibility of revamping the exercise area with state-of-the-art equipment. Subsequently he began a fund raising drive to support both projects. This has proven to be a

very successful drive and to date, just over \$15,000 has been donated. Combining \$12,000 in donations and \$12,000 budgeted for Capital improvements, the exercise area was completely renovated in September with new flooring and exercise equipment. Contributions continue to be received for the whirlpools. The required plans to bring the whirlpools into compliance have been completed and submitted to IDPH for approval which is expected by the end of March. This project is included in the Capital Plan and would be completed during the off season when disruption to operations would be at a minimum. It is anticipated that donations will again cover a significant portion of the cost.

Aqua Center

With the resignation of the Aqua Center Manager at the end of the 2016 season, R&P staff explored engaging the services of a pool management company. Inquiries were made with various vendors and agencies that resulted in discussion with two companies that expressed an interest. After considerable conversation staff is proposing to contract with Jeff Ellis Management (JEM) to manage the Park Forest Aqua Center for the 2017 season. JEM is associated with Jeff Ellis & Associates that has certified and trained the Village's lifeguard staff for the past 20 years.

To summarize, the proposal is to take over management and day to day maintenance of the entire facility excluding front desk staff and handling of money. Fees for this are \$192,806 less \$6,800 startup fee for a 3 year contract. This would be an annual fee of \$186,006.

Proposal highlights. Jeff Ellis Management will:

- All management and lifeguard staff would be JEM employees
- Recruit and train JEM staff
- Provide all HR functions for JEM staff
- Where feasible recruit from past seasons staff
- Conduct seasonal start and winterization operations
- Assume liability for operation of the Aqua Center
- Conduct daily custodial maintenance of facility
- Manage daily mechanical operations
- Host four special events through the season and coordinate with R&P staff if more are desired
- Manage and conduct swim lessons, exercise classes etc.
- Offer 60/40 split on revenue from lessons, classes and special events. PF to receive 60% split
- 30 day opt out clause with guarantee that JEM will not withdraw mid-season

Potential benefits to the Village:

- Almost complete reduction of part time salary
- Significant reduction in full time salary
- Reductions in IMRF, FICA etc.
- Reductions in R&P administration support time
- Reductions in administration time for payroll processing and HR support
- No training or Ellis fees

- No purchase of first aid and office supplies
- VOPF is not exposed to the \$100,000 deductible for insurance claims
- Professional management of the Aqua Center by a respected company with a stake in its success

VOPF will maintain responsibility for:

- Promotion of the facility and season pass sales
- Front desk staff and collection of daily fees
- Landscaping and contract grounds maintenance
- Major mechanical repairs
- Chemical purchases
- Operating expenses such as custodial supplies, hardware, utilities etc.
- Capital expenses

A simple comparison of expenses to engage JEM, VS. Village expenses for 15/16 suggests a \$10,000 increase, which means a corresponding increase in Aqua Center support. This does not take into account the potential of the revenue from the classes and special events to offset this increase nor any potential increase in operating expenses to the Village.

Staff has contacted references and received enthusiastic recommendations with no hesitation. Staff is still in discussion with JEM, asking more questions as to the details of such an arrangement and expects to come to the Board with a recommendation soon.

MEMORANDUM

DATE: February 25, 2017

TO: Department Heads

FROM: Mary G. Dankowski, Deputy Village Manager/Finance Director

RE: Capital Plan Overview

In order to assist the Board in evaluating the 2017/2018 Capital Plan, an explanation of the process involved in selecting capital items included in the budget might be helpful. Departments included in the Capital Plan selected capital items that would be desirable to replace or acquire based on departmental operations.

When budget guidelines are distributed in March, restrictions on spending are established. These restrictions are based on revenue projections for the coming budget. The restrictions will require the departments to significantly lower levels of capital spending than what was presented in the Capital Plan. The comparison of the 2016/2017 Capital Plan to the 2016/2017 Budget is as follows:

Capital Plan Compared to Approved Budget

<u>General Fund</u>	<u>2016/2017 Capital Plan</u>	<u>2016/2017 Budget</u>	<u>Difference</u>
Administration	123,700	76,700	(47,000)
Recreation & Parks	1,626,325	3,500	(1,504,325)
Freedom Hall	0	44,000	
Facilities Maintenance	0	69,500	
Program Services	0	5,000	
Building & Grounds	425,500	180,000	(245,500)
Police	200,200	90,200	(110,000)
Fire	109,455	71,745	(37,710)
Public Works	539,200	19,200	(520,000)
Community Development	3,800	3,800	0
Economic Development & Planning	2,500	2,500	0
Health	13,600	10,100	(3,500)
Total General Fund	3,044,280	576,245	(2,468,035)
Water Fund	830,500	4,737,600	3,907,100
Sewer Fund	1,917,000	1,712,000	(205,000)
Municipal Parking	8,000	0	(8,000)
Capital Projects	650,000	209,000	(441,000)
Tennis & Health Club	68,000	47,000	(21,000)
Aqua	163,000	143,000	(20,000)
DownTown	218,900	178,900	(40,000)
MFT	2,697,500	1,907,500	(790,000)
Housing	1,900	0	(1,900)
Vehicle Service	631,000	414,000	(217,000)
Total Capital	10,230,080	9,925,245	(304,835)

VILLAGE OF PARK FOREST

MEMORANDUM

TO: John A. Ostenburg, Mayor
Board of Trustees

FROM: Thomas K. Mick,
Village Manager

DATE: February 7, 2017

SUBJECT: Village Board Six Month Update for Fiscal Years 2014/2015 – 2018/2019

BACKGROUND/DISCUSSION:

In December 2013, the Village Board officially adopted its strategic priorities for fiscal years 2014/2015 through 2018/2019. These priorities are as follows:

1. **Generate Economic and Business sustainability for the Village.**
2. **Create an infrastructure capital plan that is flexible in dealing with trouble spots.**
3. **Develop a renewed, contemporary youth program.**
4. **Improved Code Compliance based on existing studies and innovative solutions.**
5. **Fiscal and Service sustainability based on the triple bottom line concept.**
6. **Sustain the Village's role as a catalyst for innovative change in the region.**

What follows is an update on efforts toward the goals.

1. Generate Economic and Business sustainability for the Village.

Country Squire Foods, Inc., opened for business in November 2014. Foster's Kennels opened in February 2015. Additional DownTown businesses that opened in 2014/2015 included Johny's II Food Restaurant, Main Street Diner and SomeWear Men's Apparel and tailoring. Since the beginning of FY2015/2016, 12 new home-based businesses have opened in Park Forest. One of these businesses, 14th Street Vintage/Aspire Bookings, operated as a pop-up business in DownTown Park Forest a period of time. Six commercial businesses have opened, including Tracy Foster Tax Service located in Foster's Kennel, Lavish Kuttz Barber Lounge, Horne's Golf Academy, LBS1 Educational Consultant & Tutoring Services, and Earth in Motion Fitness, and Ardeur & Beauty hair salon.

Country Squire Foods closed in December 2016. However, the property owner has identified a new grocery store operator who is working to re-open the store by March/April 2017.

In January 2015, the Board approved a brokerage agreement for the advertising and potential sale of 3200 Lincoln Highway. None of the broker's leads were consistent with the 211th Street TOD Plan, and the agreement subsequently expired. Following the open house for Steak N Shake in January 2016, a prospect has been qualified as a franchise operator and has initiated a Letter of Intent to purchase the Village-owned property at 3200 Lincoln Highway.

In April 2015, the Board approved a brokerage agreement for the advertising and sale of the former Hidden Meadows property. Staff showed the property to a multi-family developer and a hotel developer, and contracted for a full-page ad in a publication for student housing developers. Subsequently, the brokerage agreement has expired. Staff continues to promote the property.

In early 2014, the Plan Commission initiated a contract to prepare a market study and concept plan for future development of the former Hidden Meadows property. Other stakeholders, such as Tamarack Street residents, Will County Forest Preserve and Governors State University participated in development of the plan. The Hidden Meadows Concept Plan was adopted as an element of the Village's comprehensive plan in December 2016.

The Board approved brokerage agreements with Frontline Real Estate Partners in April 2016 for the sale of the vacant land parcels adjacent to Village Hall (former Marshall Fields parking lot) and Dollar General, and three buildings owned by the Village in DownTown Park Forest. Frontline's marketing produced one willing buyer for the buildings, but Staff's due diligence on this buyer did not result in a sale.

Staff assists all commercial and industrial property owners to sell or lease their properties by promoting available space, and with incentive applications, where and when necessary. Marketing material for all commercial property is taken to all ICSC events and shared with the Select Chicago Southland cooperative, and information about these and other properties is shared when inquiries are made about available properties. The Park Forest website also lists properties that are for sale. Starting in September 2016, Staff is participating in a new regional marketing initiative to promote industrial property.

In October 2014, the Board of Trustees approved a request for renewal of a Cook County Class 8 property tax incentive for Nikolovski Properties, which leases to Americana Inc., located at 70 North Street and in business since 2008. In late 2016, the Nikolovski family decided to retire and have entered into a lease-to-own contract with Luster Products to take over the property. Luster Products is the leading African-American owned manufacturer of premium personal care products serving people worldwide. The Class 8 will continue to benefit the new business as the incentive runs with the property.

In January 2015 the Board approved a new Class 8 property tax incentive for 2348 South Western Avenue for Foster's Kennels. The property at 2348 Western was also granted a rezoning from M-1, Office Research and Industrial zoning district, to M-2, Industrial to permit a dog kennel on the property.

Since the summer of 2015, the Village has been working with a potential buyer, ForeBio Nutrition, Inc., for the property at 80 North Street. Their business would produce a nutritional supplement. ForeBio Nutrition has developed their business plan, and has secured foreign (China) investment. Staff initiated and is coordinating a regional effort to establish a new property tax incentive that will benefit industrial uses such as ForeBio Nutrition. This incentive requires State legislation, which was introduced to the State Legislature by

Representative DeLuca in January 2017.

The Village has acquired the former Blackhawk Plaza via the abandonment process. Several prospects have expressed interest in all or parts of the property. Staff and legal counsel are working on a tax appeal to exempt the property from real estate taxes until it is sold.

The Fire Department will continue to develop preliminary plans for expanded response requirements at Hidden Meadows and South Western Avenue annexation areas while other Village Staff identify banks and other sources of financing willing to assist Park Forest businesses with start-up and expansion funds.

The application for a Will/Cook Enterprise Zone was approved and certified by the State of Illinois in December 2015. This Zone includes Richton Park, Matteson, Monee, University Park, and unincorporated sites in both the Counties of Cook and Will. A website, program guide, and application materials are completed. Training for Staff from each of the Villages is contemplated. Correspondence with existing businesses has been sent so promotion of the Enterprise Zone can proceed. Ben Wilson, the Director of Economic Development for the Village of Matteson, has been appointed as the Zone Administrator. To date, the Enterprise Zone has approved four applications for incentives.

Staff continues to publish and distribute the Park Forest Business News to all licensed businesses. Typical topics covered in the newsletter include a focus on the annual Business Person of the Year, recaps of the Business Breakfast topics, articles suggested and written by EDAG members, and updates on new businesses and other topics of interest to local businesses. Issues are distributed electronically and they are posted on the Village website.

The July 2014 DownTown District MidSummer Madness included a record 30 businesses as Co-Host locations and the attendance of 180 people from 18 different communities. The 2015 event included 29 businesses as Co-Host locations and 150 participants from 16 different communities. Each business location averaged 91 visitors. In 2016, there were 32 participating businesses and over 150 participants from 16 different communities. The Village also received a record number of monetary donations from Village vendors (\$2,100). The Department of Economic Development and Planning is working on a new event to replace MidSummer Madness in 2017.

The Park Forest Business Breakfast program serves important educational and networking purposes for local businesses. Business Breakfasts in 2014/2015 focused on Small Business Energy Assessments, how tablets and smart phones could be best used in a small business setting, and a networking event. Business Breakfasts in 2015/2016 focused on Marketing on a Budget, Bookkeeping, and the annual networking event. The FY2017 schedule started with Developing the Leader in You, presented by Lee Ann Piano (October 2016), and a presentation by the Small Business Advocacy Council on Crowdfunding (January 2017).

The Village sponsored a Women's Empowerment Session, presented by Lee Ann Piano, in February 2017.

Annually, the Village supports the Shop Local campaign by producing the annual Shopping & Services Guide. Businesses continue to receive new business and/or inquiries from their listings. Shop local messages are regularly posted on the Village sign at US30 and Orchard Drive.

The Park Forest bi-weekly Business e-Bulletin continues to support local businesses and organizations by offering a free marketing venue to 1,000+ subscribers. These bulletins also support Village sponsored events, highlight local events within the region, and feature area college events.

Economic Development and DownTown staff partnered to develop a DownTown banner program. Six banners were installed in October 2015. The program will continue to be promoted to all businesses in the DownTown area. Staff is evaluating a street banner program as well.

The Communications Director supports the efforts of the Economic Development and Planning Department by highlighting new business openings, such as, Country Squire, in Discover Magazine and doing special spotlights on some of them that fill important needs in Park Forest, like restaurants and grocers. The Communications Director also highlights efforts aimed at providing greater exposure to current business like the annual Midsummer Madness. Messaging is included in Village print communication as well as online.

The Communications Director provides support to local businesses by highlighting the annual winner of the Business Person of the Year Award. Outreach about the winner and their business is included in Village communications in the hope that others might become more familiar with that business, become more aware that quality businesses call Park Forest home, and that other current and prospective businesses identify Park Forest as a place that supports business. The Communications Director, with input from the Finance Department and Village Manager, created a new opportunity for businesses to advertise in water bill mailings. The new opportunity allows businesses to place as small as a business-card-sized ad for \$150 and up to full page (front and back) ad for \$600 to be included in the mailing. This opportunity will allow more Park Forest businesses to introduce themselves to residents and/or remind them of their presence. Additionally, a similar opportunity continues to be available via the Village's *Discover Magazine*.

Public Works Staff has performed preliminary cost estimates to extend sewer and water south along Western Avenue to Exchange Street. In the fall of 2016, Public Works requested that Baxter and Woodman Engineers prepare a preliminary analysis to supply domestic water south along Western Avenue to Exchange. Village Staff has negotiated a pre-annexation agreement with Continental/Midland, LLC to extend a 12 inch water line to their property on South Western Avenue. This water line extension will be constructed in 2018 and will allow for new development on property along its ¾ mile length. The Village will be seeking a low interest loan from the Illinois Environmental Protection Agency to fund this project, and Continental/Midland will pay for half the cost.

The Police Department has implemented new efforts and concentration on officer foot-

patrols in business areas establishing new bonds to the business community. The officers have a chance to get out of their vehicles when time permits, interact and get to know the business owners. A dialog can occur between the officer and business owners providing open communication and information sharing. The purpose of this initiative is to proactively reduce crime, have an omnipresence, improve relations with community business members and provide a safe and secure business area, both during business hours and after-hours.

In 2014, Public Works completed a resurfacing and reconstruction of Lester Road and Victory Drive leading into the Village Downtown that included decorative street lighting and landscaping drainage swales in addition to a new sidewalk layout to improve the walkability in the Downtown. In 2016, Main Street was resurfaced from Orchard Drive to Cunningham Drive as was the drive through exit lane from Chase Bank in order to enhance stable roadways in the Downtown.

Public Works continues to work with telecommunication companies and their desire to enter into or terminate various agreements with the Village. US Cellular terminated its lease agreement and removed all of its equipment from Blackhawk Water Tower. Cricket Wireless is planning to terminate its lease agreement and remove its equipment at Blackhawk Water Tower while Sprint recently upgraded its equipment and AT&T began planning submittals to install cellular equipment at this water tower. Wide Open Wireless was approved for a license agreement to install telecommunication lines in certain areas of the Village; this lease was amended in February 2017. In the fall of 2016, Sprint renewed their lease on Blackhawk tower for an additional 25 years.

The Village took official action to opt out of the Storm Water Management Ordinance and regulating authority of the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) and opt for the Will County Storm Water Management Ordinance, which appears to be more business friendly. Staff is working to adopt environmental water quality storm water ordinances in conjunction with the Will County Storm Water Ordinance.

In mid-2015, the Regional Transportation Authority (RTA) completed an Access Improvement Plan for the Park Forest 211th Street Metra commuter parking lot. The Plan identifies opportunities for improved way finding and signage (for all pedestrians, cyclists and drivers); addresses ADA-type accessibility issues; suggests suitable improvements for the existing underpass at 211th Street (such as improved lighting), and explores possible additional walkways and bikeways for the parking lot area. Village Staff will seek grant funding to implement the recommended improvements.

The Fire Prevention Bureau continues to assist the Economic Development and Community Development Departments with timely technical support, plan reviews for prospective businesses and engaging business owners by providing them with a clear understanding of code requirements. The Fire Department continues to provide technical support or plan reviews on several proposed business/construction projects, including the following: Garden House, group homes, daycare centers, DownTown occupancies and uses and new alternate uses for buildings on the St. Irenaeus property including sprinkler plans.

The Fire Department maintains an on-line Crowd Management training program to assist assembly use occupancies in Park Forest in meeting the new code requirement in the Life Safety Code. The Department can also conduct on-site training to assist businesses and occupants in meeting the new standard. Many of the original certificate holders are now completing the program annually to become recertified as needed.

The Health Department also assists the Economic Development Department with preliminary plan reviews for prospective business owners who plan to start a business which will cook or sell food to the general public and conducts a pre-opening inspection to ensure public safety. The Health Department also ensures that the owners have trained staff on duty who are certified in food safety sanitation compliance standards for the State of Illinois. Repeat inspections are also conducted throughout the year to maintain ongoing compliance or to investigate customer complaints. Home day care businesses and commercial day care businesses are also inspected by the Health Department prior to business start-up, and then annually to monitor ongoing compliance.

Nurses Plus Home HealthCare expanded its availability to the community by becoming a home service provider with various insurance companies in addition to Medicare and Medicaid. In 2015, Nurses Plus also became certified with the State as a Community Care Partner to provide non-skilled Home Services to low-income residents in need. State fiscal issues and lack of reimbursements led to the Health Department canceling this contract. Nurses Plus still holds a state IDPH license to deliver non-skilled personal care, light meal preparation or medication reminders that are billed to the individual patient on a monthly basis. Park Forest residents who need the health department's traditional bath services but have been unable to pay may be able to take advantage of services through the help of donated funds raised by the Friends of The Park Forest Health Department.

Nurses Plus received a survey visit in October 2015 from the IDPH to review agency compliance with both the Home Services and Home Nursing state licenses. In April 2016, IDPH returned to audit the Home Health skilled nursing program. Both reviews were passed successfully. In addition, Nurses Plus was recognized as "The Best Home Health Care Business" and awarded a "Best of Chicago's Southland" in 2015 and 2016. Nurses Plus was honored at the 2015 Annual National Association for Home Care (NAHC) Conference for exceptional patient ratings. Nurses Plus successfully completed a Joint Commission re-accreditation survey in November 2016 that will be in place for three years.

In 2015, the Health Department partnered with the SSMMA, the Cook County Department of Public Health (CCDPH), the American Lung Association and others to promote a tobacco-free community health initiative. To this end, the Health Department coordinated a new community health initiative to limit involuntary environmental exposure to second-hand smoke. A \$10,000 grant was received to facilitate staff training, classroom participant materials, and outreach visits. The outreach visits aimed at encouraging multi-family property owners to become smoke-free housing units with two properties making the transition: Victory Center and Juniper Towers. The Park Forest Health Department also enrolled as an Illinois Quit-Line referral site to assist anyone attempting to quit smoking.

The Village received a Judicial Deed to the Illini Apartments in January 2016, through the abandonment process. In January 2017, the Village signed a letter of intent with a prospective buyer. The buyer has 30 days to examine the property and make a formal offer to purchase it.

In 2013, the Village submitted an application to Cook County to acquire 17 properties through the No Cash Bid program due to tax delinquency and was successful with obtaining the deeds to all properties in December 2015. These properties include nine lots in Eastgate, two lots on Miami Street that will be used to improve drainage in the area, and various other lots located throughout the Village that either have never been developed or where the Village demolished a blighted home.

In July and September 2015, the Board of Trustees approved a Resolution to acquire 28 properties through Cook County's No Cash Bid/Scavenger Sale and Over the Counter process. One of these properties is a commercial property, and all the remainder are vacant single family residential lots. The residential lots to be acquired include 17 in Eastgate, four that have never been developed and will likely remain open space, and the remaining are lots outside of Eastgate where the Village demolished vacant houses. The commercial property noted is Central Court Plaza. The Village and SSLBDA are working together to acquire this property as part of an overall development vision for this area. In December 2015, the Cook County Board approved the Village's application to acquire the property by means of the scavenger sale. Proper due diligence to notify any property owners is proceeding.

The South Suburban Land Bank and Development Authority (SSLBDA) continues to support Park Forest's land development efforts. As of December 2016, the SSLBDA owns two single family homes (both of which have contracts for sale), one vacant residential lot, and one commercial property. The SSLBDA has sold five single family homes, all but one to owner occupants, and two vacant residential lots, both to the Village of Park Forest. In its role as the Village's not-for-profit partner in IHDA's Blight Reduction Program (BRP) grant, the SSLBDA also owns four vacant lots and seven properties with vacant, blighted houses in the Eastgate neighborhood. After all blighted structures are deconstructed/demolished, these properties will be owned by the SSLBDA for the required three year period and then conveyed to the Village to support the Eastgate redevelopment plan.

The Health Department continues to register vaccines electronically to the Illinois Department of Public Health's ICARE website. Vaccination compliance rates are tracked through the electronic system and compared to national benchmarks set in the Healthy People 2020 Goals. The Park Forest Health Department exceeded the national benchmarks set for administration of many of the state required immunizations as well as for the HPV vaccination given to adolescents and teens. An acknowledgement was sent to the Health Department from the Illinois Department of Public Health to recognize this accomplishment.

After a Phase I environmental site assessment for 381 Blackhawk Drive (former Lube Renew) determined there are no environmental issues or concerns at the property, a No Further Remediation (NFR) letter was issued and recorded. Economic Development and SSLBDA staff negotiated with First Midwest Bank (the owner) to donate the property to the

SSLBDA with a \$100,000 grant. The grant funds have been used to reimburse the Village for its expenses (\$8,411) and the remainder will be used to focus on redevelopment of the property.

In 2014 and 2015, the Village, in partnership with the South Suburban Mayors and Managers Association (SSMMA), OAI, Inc., and the South Metropolitan Higher Education Consortium (SMHEC), won competitions sponsored by the Small Business Administration (SBA) for a two different \$50,000 grants from the Growth Accelerator Fund. These funds were used to purchase equipment to start the SouthWorks MakerLab and then hire a part-time coordinator to plan courses, acquire additional equipment and market the facility. In 2016, OAI received a \$4 million grant from the US Department of Labor. This grant will enable both OAI and the MakerLab to expand into a larger space in DownTown Park Forest. Build-out of the new space at 208 Forest Boulevard will begin in February 2017.

The Village Staff Public Art Committee continues to meet monthly to discuss public art projects and to establish standards for commissioning and placing public art works and related nature exhibits around the theme of – “The All-American Village”. In addition to creating a long-term public art strategy, the group has embarked on short-term, easily attainable public art projects promoting the idea of public art in the community.

Public arts projects completed in 2016 included interpretive signage for two outdoor murals and the Freedom Hall mural. A cooperative project between the Village and Tall Grass Arts Association saw the creation of a Street Art Piano dedicated at Main Street Nights this summer. On June 15, Chicago Chalk Art Champion, Shaun Hays completed murals on two 4x8 panels plus one work on the sidewalk near the Main Street Nights stage. The public was very engaged with his work and interacted with him as he completed the projects during Main Street Nights. Additionally, on two nights, artists from Union Street Gallery came out and created artwork on additional panels.

Three dates have been reserved at Dining on the Green for early 2017 for informal jazz jam sessions which will be led by Southland Jazz Ensemble’s Valerie Nicholson and hosted by the Village. These sessions highlight using and cultivating existing assets for arts based activities, aligning with the concept of “organic development” for the arts

On a bi-weekly basis, Cultural Arts Manager, Chuck Sabey meets with the Southland Arts, Municipalities, and Business Alliance (S.A.M.B.A.). Key goals for the organization include promoting the south suburbs, attracting and welcoming new businesses and artists to the region, fostering creativity and active participation in building community through the cooperative efforts of arts organizations, municipalities and businesses. The first event is planned for February – April of 2017. “*Let Them Eat Jazz*” is a centennial celebration of jazz with shows presented at Freedom Hall, Prairie State and Governors State University. Concurrently, area art galleries will host events related to the theme and local restaurants will have special promotions during this time.

In September 2016 GSU opened an “Artist in Residence” studio space in the DownTown. Three Master level artists will create works and offer community assistance through

volunteering at Tall Grass.

Bids were solicited for the Village Green Expansion project. This project will be a Downtown Park Forest destination, supporting village activities and businesses. This project also includes display spaces for large public art pieces. Only one bid was submitted for this project. It was rejected as it was unreasonable high. Solicitation for new bids will be in the winter 2016/17.

Recreation and Parks continues to promote the Main Street Nights concert series as a vehicle to stimulate patronage of Park Forest businesses. Additionally, staff works with organizations and businesses to sponsor individual nights. The Recreation & Parks Advisory Board will continue to sponsor the Chili Cook-off further encouraging residents to downtown events.

Recreation and Parks continues to move ahead with plans to renovate Somonauk Park. Village consultants will develop the site and construction plans and more detailed cost estimates in preparation for the next step; applying for an OSLAD grant. As with public art, this project has potential to be an economic draw south of Sauk Trail.

2. Create an infrastructure capital plan that is flexible in dealing with trouble spots.

Public Works has completed a Road Improvement Map and a Water Main Replacement Ranking Map in order to prioritize trouble spots and make necessary improvements. As roadways are improved, DPW will look into incorporating improvements for bicycle and pedestrian use. As water mains and sewers are replaced, DPW will look into improving more of the roadway. The Public Works Five Year Capital Plan lays out work on these projects. In 2015, the Village secured a 5 million dollar IEPA low interest loan to replace and install approximately 4 miles of water mains. The project, which includes resurfacing of 1.75 miles of roadway, began in Fall 2016. The Village was notified that \$750,000 of the project loan would be forgiven. Additionally, DPW resurfaced an additional $\frac{3}{4}$ of a mile of roadway in the fall of 2016 including Homan, Wilson, and Main Streets.

Grant funding was secured through the Congestion Mitigation and Air Quality (CMAQ) Improvement program to install bikeway pavement markings in 2016 along several FAU Routes consistent with the Village's Bike and Pedestrian Plan.

In 2016, Public Works began to implement a 10-year road sign replacement program. Every year, a section of the community will receive new road signs, name signs and regulatory signs, as well as refreshed road striping. Additionally, signage will incorporate recommendations in the Bicycle and Pedestrian Plan. In 2016, Public Works completed the East Lincolnwood neighborhood. In 2017, signage will be replaced in the southwest corner of the community along with new signage on Indianwood that will be paid at 20% village share thru FAU grant funding.

Public Works completed both phases of work for a \$500,000 federal earmark from the USEPA for sanitary sewer improvements. A majority of this work consisted of lining

sanitary sewers located in the back and side yards of residences and businesses as well as manhole rehab.

Public Works Staff managed a \$150,000 DCEO grant for construction of a new road salt storage dome at the Public Works Storage Yard in 2014/2015. Storage capacity of the new dome is around 2,130 tons of salt.

Courtesy of a grant from the Illinois Commerce Commission, North Street was resurfaced in 2014 from Orchard Drive west to the Village corporate limits past Ludeman Center.

In 2015, the Public Works and Finance Departments researched alternative funding sources for storm water infrastructure improvements. It was then identified and recommended that all sewer-related work be combined and funded through the Sewer Fund. This recommendation allowed for a greater funding source for the Village's sewer systems and opened up funding in the General Fund for road related improvements. Beginning in 2016, DPW began incorporating storm sewer improvements into all of its roadway projects.

Public Works established 50/50 Sidewalk Replacement Program with the 2014/2015 Budget. Moving forward, \$4,000 has been budgeted each year to fund portions of sidewalk and curb work that a resident wishes to complete that Public Works would otherwise not replace.

Public Works Staff has submitted Surface Transportation Program funding applications for roadway improvements to Illinois Street, from Western Avenue to Orchard Drive, and Indianwood Boulevard, from Sauk Trail to Monee Road. This program will allow utilization of Federal Aid Funding for these improvements. Construction work for resurfacing of Indianwood Boulevard will begin in May 2017.

Public Works continues to seek reclassification of the Village's wider collector roads. Staff submitted applications for FAU reclassification of Westwood/Norwood Drive (Sauk Trail to Western Avenue), Shabbona Drive (Sauk Trail to South Orchard Drive), and South Orchard Drive (Sauk Trail to Shabbona Drive). Federal funding is available for roadways on the FAU Route system. Applications for reclassification have been approved by the Transportation Advisory Group and the Transportation Committee. Applications are now being sent to IDOT, CMAP, and FHWA for approval.

Public Works Water Plant staff is currently upgrading its SCADA system. SCADA systems are used to monitor and control water treatment processes at the water plant and various remote sites like Village wells and storage tanks. Metropolitan Industries recently completed all Water Plant SCADA Upgrades and SCADA work at Well #1. Metropolitan Industries also installed SCADA equipment at all the remote sites (wells, water towers, stand pipe) in the distribution system.

Public Works Water Plant staff obtained state permits to reintroduce phosphates into the water treatment process to sequester corrosion of the water distribution system. Interior corrosion is what contributes to discolored water and water quality issues. Implementation was in the spring of 2015 and the result has been a decline in discolored water complaints.

Effective January 2016, the Public Works and Administration Departments completed the transfer and restructuring of the maintenance responsibilities for the 2-inch water mains throughout the multi-family areas. The Village's maintenance responsibilities will be similar to that for single family homes while Cooperatives Areas B, E, and J negotiated maintenance agreements defining Village and private property obligations.

The Fire Department continues to seek and manage grants designed to support operations and training within the department. Successes have included two Federal SAFER grants related to Paid-On-Call personnel recruitment/training totaling approximately \$168,800; one Firefighter/Paramedic within the career division (approximately \$198,000); approximately \$62,000 for incident command training; approximately \$98,000 for the purchase of power loading ambulance cots; \$22,000 to purchase digital portable radios; and \$2,700 to purchase a disposable CPAP device. Most recently the Fire Department received a grant (\$240,000) to replace Self-Contained Breathing Apparatus and related equipment; a grant (\$106,000) to replace the antiquated fire safety education trailer; a grant to assist in maintaining the fire training site (\$2,000) and the fire department received final notice on a grant (\$15,000) from IRMA to support a previous purchase of power cots and load systems.

To help address health inequities in regards to food access, the Health Department received a grant (\$16,975) to support a Farmers Market SNAP project across the 2016 to 2018 Market seasons. The purpose of this grant is to expand the use of EBT/LINK card utilization. The Health Department incorporated a Double Value Bucks incentive program at the Farmers Market this year to encourage more low-income SNAP recipients to shop for healthier foods for their families. During the 2016 season residents utilized \$4,014 in EBT benefits at the Farmers Market and \$1,825 was spent from the Double Value program. Sponsorship funds of \$3,250 were collected from community businesses and an \$8,000 grant from LINK UP Illinois was received to provide a monetary incentive for EBT participants to purchase more locally grown fruits and vegetables. This grant will carry over through the 2017/2018 farmer's market season as well. As part of this project, the Health Department will partner with CAN-the Community Action Network and the Healthy Start Program at Aunt Martha's Youth Center.

The Health Department continues community outreach efforts to local businesses to ask for donated funds help sustain ongoing support for this effort to address local barriers to healthy food access. In 2016, area businesses such as State Farm, Home Helpers, Franciscan Alliance Health Care Partners, and foundations like the Friends of the Park Forest Health Department, were supporters of the this program for the 2016 Farmers' Market season. The Health Department has also partnered with United Way again this year for the April Food Day food drive.

Progress continues in accomplishing the goals of the lifecycle projects. R&P Advisory Board members and R&P staff met with residents around Murphy Park to garner their input on new playground equipment. Plans are being developed and installation will be sometime in the spring of 2017. Equipment has also been purchased to install a "tot lot" in the Eastgate neighborhood.

Relative to the Lifecycle projects, the Recreation and Parks Advisory Board is conducting a review of the *Recreation & Park Plan* and *Park System Evaluation*. This includes visiting each park to observe its condition and amenities. As recommendations are developed they will submit a report to the Board of Trustees.

Late in 2015, the Village received a \$13,300 grant from the Morton Arboretum to help replant ash trees lost to the Emerald Ash Borer beetle. The grant funded planting of 48 trees in parks and parkways. Residents were able to request a tree to be planted in their parkway and in return were asked to commit to watering the tree for three growing seasons. Village Arborist has been monitoring this program and residents have, so far, been faithful to their commitment. In Fall 2016, notice was received that another federal grant of \$7,777 had been awarded to Park Forest to increase this tree planning initiative.

The parking lots at Village Hall, the Tennis & Health Club and the Aqua Center will be resurfaced spring of 2017.

3. Develop a renewed, contemporary youth program.

The Teen Zone coordinator has shifted the focus of Teen Zone somewhat, taking a broader approach and offering a range of teen services. Highlights of the past year include:

- A Midwest College Tour wherein 11 students visited 9 colleges in 5 different states.
- “Careers in Focus”, a college prep program designed to introduce teens to various career opportunities. Teens visited area colleges and were introduced to careers in medicine, dentistry and various skilled trades.
- With grant assistance, 10 teens attended the Robotics Camp hosted by OAI.
- The Teen Services Coordinator collaborated with the Police Department to manage and supervise the summer PAAC program.
- Cooperatively planned programming with Rich East for both the high school and Teen Zone.

The Teen Services Coordinator has an exciting slate of activities planned for the coming year. This year’s plans include a series on Junior Achievement programming, focusing on being an entrepreneur. Teens in grades 9 – 12 will be introduced to the process of starting a small business and personal finance. Additional activities planned for Teen Zone include:

- Southern States College Tour including Georgia, Alabama, Mississippi and Louisiana.
- Monthly movie night
- Video production
- High School Basketball League
- Incorporating PAAC sports such as flag football, dodgeball and volleyball
- Water Drive for residents of Flint Michigan
- Collaboration with Aunt Martha’s Work Innovation Opportunity Act (WIOA) program. This is a federal program aimed at teaching job skills to 18 – 24 year olds.

- Babysitting courses and Jr. Fire Academy in collaboration with the Park Forest Fire Department.
- Camping and archery through the Cook County Forest Preserve.

Teen Services was selected, one of only 11 organizations nationwide, to be part of the Sprint Million Pilot Program. This Sprint program is to distribute a phone, tablet or hotspot device free of charge to high school students for the duration of their high school career. This program also includes free wireless internet service. This is a pilot program and Teen Zone distributed 500 devices to students from Rich East and Rich Central HS. Students were selected with help from teachers. Sprint's intent is to provide these devices to help students with school work and to eventually expand the program.

After the 2015-16 school year, School District 163 ceased operations and usage of the common area known to the Village as The Recreation Center. Parks staff has begun to make changes necessary to isolate the Rec Center from the school so that it can be used during school hours without disrupting school activities, along with several small interior upgrades. Staff also developed new program options and began to make upgrades to the facility so that this is another rentable space for residents.

2016 has proven to be the most successful season to date for Park Forest Bitty Ball and Park Forest Youth Basketball Leagues. Highlights include:

- 112 Bitty Ball participants vs. 69 last season. This resulted in Bitty Ball becoming a standalone league, keeping games in Park Forest and allowing coaches to concentrate on the individual and away from the more competitive atmosphere combined leagues.
- The PFYBL maintains strong participation numbers of over 110 youth each of the past two seasons.
- The continuing sponsorship of Buffalo Wild Wings in Homewood has allowed for several upgrades to uniforms, giving every child a basketball and the opportunity for games to be taped.
- Much credit goes to the volunteers who have created a standard of excellence for PFYBL and the Park Forest Pride Travel Basketball program.
- PF Pride continued its success into 2016, winning multiple tournaments in two featured age divisions with both teams being ranked "Top 20" in the state of Illinois.
- The Park Forest Pride Training Academy focuses on families from Park Forest but families from as far away as Michigan travel to Park Forest to take advantage of the superior basketball training and skills taught in this program.

The Fire Department renewed its support of current youth outreach programs such as the Prairie State high school firefighting day, youth day and career days. The Fire Department continues a broad relationship with Prairie State College and its Fire Science program and has assisted with its High School Firefighter Day, Basic Firefighter Operations; Advanced Firefighter programs and other fire science programs.

The Fire Department continues to refine school public education and the Babysitter/Latchkey programs for their suitability and content related to changing youth interests and focus. The

Fire Department educational programs are being done across all elementary schools. With classes being presented to Blackhawk, Mohawk, Talala, Indiana and Arcadia Schools, the Fire Department is on track to meet the goal of reaching 80% of all third graders. Pre-school safety programs have been conducted; the Operation Head Start and a babysitters/latch-key classes were taught in conjunction with the Recreation and Parks Department. The new grant-funded fire safety education trailer will allow the fire department to widen the appeal of its public education efforts with new electronics, props and programs.

The Fire Department participates wherever practical to support youth related activities across all Village operations. The Fire Prevention Bureau continues to explore youth camps, day camps and youth employment programs, but the department's ongoing budget does not have the funding to support these activities. The department grant program continues to look for funding to support Fire Department based youth programs.

The Health Department experienced some changes in the Vaccines for Children program due to new state mandates to streamline the utilization of the state funding for immunization distribution due to state budget status. The new guideline states that VFC vaccines can only be given to children with no insurance or children with Title XXI Medicaid. Children receiving Title XXI Medicaid are no longer eligible to receive the free vaccines. Title XXI Medicaid clients are required to receive their immunizations and medical care at their assigned primary care provider site. For children with no insurance, who are homeless or recently moved to the area from out of state, the Health Department was very resourceful for parents who had nowhere else to turn to get vaccines done.

During the Health Department's population health assessment conducted in October 2015 through February 2016, trends in Park Forest data and immediate surrounding towns showed and rising trend in teen pregnancies, an increasing trend of prenatal care starting after the first trimester, and a rising number of Chlamydia cases. Department staff partnered with local agencies to identify the underlying causes. The environmental scan revealed two potential reasons for the noted demographic trends. There is no in-town pregnancy testing site which offers testing, health education, and counseling or referrals sources. Secondly, transportation is often a challenge in getting access to these services. The closest community partner agency is in Chicago Heights. The Health Department is exploring the addition of a walk in pregnancy testing service along with early prenatal counseling and referrals local prenatal care providers. This may help identify pregnancies earlier, connect clients to prenatal care resources earlier and lead to better birth outcomes. It will also allow public health nurses to counsel those who are sexually active about abstinence, prevention of sexually transmitted infections, and the importance of family planning.

Park Forest Idols held its fifth and final show in January 2015.

The Communications Director continues to evolve the Village's annual college scholarship program for high school seniors. The Director handles outreach efforts for the Village's three scholarships in addition to the Park Forest Youth Commission's two scholarship awards. The entire 2016 program was carried out electronically.

The Communications Director spearheaded the build-out of a space in the lower level of Village Hall that will serve as a television studio space. This studio is now used for the filming of interviews, public service announcements, and for other media purposes by Village staff. The space is also open to residents.

The Police Department continues to run the Police Athletics and Activities Center (PAAC) program in the summer with a stronger concentration on involvement from Park Forest children. The 2016 PAAC program was another success with many long term bonds fostered between the youth and the staff. There were a total of 74 youth participants, 55 were from the Village of Park Forest while the remaining 19 youths were from surrounding municipalities. This year Staff was reduced to 18 members who carried out the day to day functions of the program. The part-time/seasonal Staff members that operate the PAAC program have also been instrumental with staffing needs for the 4th of July and Safe Halloween festivities. The Police Department collaborates with Recreation and Parks in financially supporting (through vehicle seizure funds) and bridging youth programs so the youth are constantly engaged.

Police personnel continues to build relationships with Rich East High School and the eight Park Forest grammar schools through liaison programs, and continued involvement in their activities (Science Fairs, PEER Programs, Peace Summits, Outdoor Education, the BICYCLE Program, etc.). The Police Department continued giving away bikes in the eight grammar schools across Park Forest. Bikes are being raffled off for those students who have attained the goals set out by the various schools dealing with positive behavior as part of the fifth year of the BICYCLE Program. Over 300 bicycles, helmets and locks have been given out since the inception of the program. In 2016 the Police Department gave away 17 bicycles purchased with narcotics forfeiture money. Students at area schools received 14 of the bicycles and three were donated to other Village sponsored events.

The Police Department continues to participate in the School Liaison Program with School District 163 in which off-duty officers are hired to be at Michelle Obama School three days a week continues to foster bonds and trust with local youths. Officers participate with teachers in classes on various subjects including gang awareness, anti-bullying, drug prevention and other pertinent subjects. Liaison Officers are also in attendance at school district special events throughout the year and assist with any problems they are having. With the restructuring of School District 163, officers have been actively involved with assisting each school and the district in re-configuring crossing guards, student drop-offs and foot traffic patterns.

The Police Department continues to partner with Community Relations and Recreation and Parks with the successful and growing Safe Halloween community event. The Village partnered with *Haunts Against Hunger* to raise funds and food for the local food banks. In 2015, a total of \$749.80 and 2,908 food items were collected and donated to the Rich and Monee Township Food Pantries. The 2016 Safe Halloween events continued to be a partnership with these same organizations, but were expanded to a four-day Haunted House and concluded with one day of festivities on October 31. In 2016, *Haunts Against Hunger* collected 7,229 food items and \$4,000 for donation to local food pantries.

4. Improved Code Compliance based on existing studies and innovative solutions.

Staff works interdepartmentally to enhance the viability of commercial development and residential quality of life through a number of different ordinances and programs. In 2016, 229 vacant properties registered at a compliance rate of about 70%. In addition in 2016, 98 court citations were issued on properties through the adjudication process to resolve outstanding property code violations matter of enforcement. Since 2007, 195 properties have been brought to the civil court process. A total of 72 properties were ultimately pursued to demolition with 24 more properties in the process. In 2014, it was noted that the six year trend in the rising number of vacant properties dropped to a yearly average of 587, down from 665 in 2013. In 2015 that figure dropped to 554 and is down to 501 in 2016. A similar trend has been seen in yearly average number for foreclosed properties. In 2015 the yearly average was 638 compared to 732 in 2014 and 766 in 2013. In 2016, this is down to 568.

The Communications Director supports the Building Department's code compliance efforts by alerting residents to various enforcement issues ranging from grass height in the summer to the need for residents to have readable addresses in the winter. Staff discussed the need to increase messaging related to vegetation growth in residential gutters and the damage it causes to a structure. This awareness was promoted again in Discover Magazine this past Spring. The Communications Director continues to partner with the Building Department to increase awareness of common issues like grass cutting, and street canvassing for readable addresses and other building compliance issues.

The Police Department and Building Department continue to partner in identifying problem households and landlords who are not keeping their property up to code. The new software solution from Municipal Systems Inc. implemented in 2015 has been a great success and made for smooth operations of ordinance violations created by both the Police and Building Departments, from the onset of the violation all the way to the resolution in court. A clear separation of operational duties, responsibilities and management has been established between the two departments making more efficient use of time and staff.

The Crime Free Housing Ordinance has addressed problem tenants that adversely impact quality of life in the Village. In 2016 the Police Department issued 602 Crime Free Housing Licenses. There are currently 4,307 properties/complexes registered through the Crime Free Housing program. In 2016, 175 Municipal Ordinance Violation citations were issued to landlords for failure to obtain a Crime Free Housing License. In 2016 the Police Department issued 15 warning notices to landlords regarding very minor criminal or quasi-criminal behavior on the part of their tenants or visitors at the rental property. In 2016 the Police Department hosted two Crime Free Hosing Seminars for landlords as a requirement to obtain their license with the Village. Valuable information was shared during these seminars and a dialog was established with the landlords establishing the commitment and dedication of the Village with this program. In 2016 there have been 30 Notices of Eviction sent out to landlords. In each case, the problem tenants moved out voluntarily with no action required by the Village nor were there any court-ordered evictions. As a testament to the effectiveness of the Crime Free Housing program, close to 100 problem renters have been removed from

properties since the program's inception in March 2008, with less than 5 resulting in court-ordered evictions.

Another Police Department initiative is the Problem Oriented Policing (POP) program. In its fourth full year, the POP program entails police officers being assigned to specific neighborhoods. Quality of life issues are being addressed with emphasis on compliance rather than enforcement with citations being issued only when necessary. Officers have increased their concentrations of business checks both during and after hours, foot patrols of the Village's parks that has given the Officers great opportunities to interact with parents and children and the regular checks of vacant homes. In 2016 the Police Department launched an interactive computerized mapping program on the Village website for citizens to easily locate the officer assigned to their specific POP area allowing for easy contact information to be shared across the computer screen.

The Police Department continues to receive Illinois Department of Transportation Sustained Traffic Enforcement Program (STEP) grants allowing the Police Department to conduct Roadside Safety Checkpoints, Enforcement Zones and Saturation Patrols focusing on reducing impaired drivers and occupancy protection (seat belt) violators on the roadways of Park Forest. A grant valued at \$11,100 was awarded to the Police Department for the grant period covering November 2015 to October 2016. A grant valued at \$17,917 was awarded to the Police Department for the period covering November 2016 to October 2017. These programs make the streets of Park Forest safer for the community.

Staff continues to identify problem properties throughout the Village for demolition for neighborhood redevelopment, including renovations and "in-fill" developments. This work can be carried out by Village operations or, where appropriate, in tandem with outside agencies to leverage resources with the South Suburban Land Bank and Development Authority and/or the Cook County Land Bank.

As of September 2016, Tower Contracting, which purchased and rehabilitated homes with the IHDA Building Blocks grant, has sold 11 of their 13 homes, all to owner occupants. Mecca Companies, which purchased and rehabilitated four homes with the Neighborhood Stabilization Program III grant, and four homes with the CDBG-IKE grant, has sold all eight homes to owner occupants.

In 2014, the Village received an \$185,600 grant from the IHDA Abandoned Property Program (APP) to demolish blighted, vacant houses. This program was successfully closed out in 2016 with the demolition of 11 vacant, blighted houses.

The Village has applied for a second IHDA APP grant that will allow for the demolition of three vacant, blighted homes and rehabilitation of three vacant homes. The Village has proposed to work with School District 227 on the rehabilitation element of the grant to support the school district's new construction trades training program. Grant funding approvals are expected in February 2017.

The Village is partnering with the SSLBDA to implement two grants from the IHDA Blight

Reduction Program (BRP), totaling \$1,155,000. This program will fund the acquisition of at least 33 vacant/blighted houses, deconstruction, and maintenance and “greening” of the lots until a final use is identified. As of January 2017, four houses have been deconstructed by the Cook County Sheriff’s Office RENEW program, and seven additional houses are slated for demolition/deconstruction by May 2017. Village Staff is working with the Village Attorney to acquire additional vacant, blighted houses through the judicial abandonment process. All properties acquired and demolished/deconstructed with this grant are located in the Eastgate neighborhood.

Staff continues to create events to fill revitalized homes by engaging the realtor community. Information sharing sessions are periodically held so realtors can be made aware of amenities which come with home ownership in Park Forest. This includes awareness of governmental financial assistance programs. In the past year, realtor events took place in January and July, 2016, and January 2017.

In August 2015 the Village hosted an Investor/Landlord Workshop at Freedom Hall to begin to engage the residential landlord community in Village initiatives. The Departments of Economic Development and Planning, Community Development, and Police hosted a second Landlord’s Workshop in March 2016.

The Fire Department reviewed the 2012 editions of the NFPA, Life Safety Code and the International Fire Code for the purpose of future adoption. The fire code, as well as the building code updates were adopted by the Board in late 2014. Implementation of these codes began as of January 1, 2015 and the Fire Prevention Bureau is working to provide information to businesses and prospective businesses as needed. The Fire Department met with concerned realtors who feel they have been impacted by code changes over the years and continue to consider the issues they put forth. The fire department also hosted a ½ day program to educate realtors about the advantages of selling homes with sprinkler systems. This grant funded program provided information and a live demonstration.

The Fire Department is proactive in the enforcement of fire prevention codes to reduce the risk of a hostile fire negatively impacting the Village’s limited tax base. The Fire Department continues to perform original inspections and re-inspections with a 95% clearance rate on all code violations. Final inspection figures for 2016 have not yet been completed, but appear to be on par with previous years. The Fire Prevention Bureau conducts one original inspection for all commercial properties, and two on high-hazard and assembly uses. The Fire Prevention Bureau continues to train and utilize hire-back inspectors to meet the inspection goals.

In 2014, the Plan Commission met with the Cook County Forest Preserve District (CCFPD) to discuss how the amenities in the Sauk Woods Forest Preserve can be made more accessible to the Eastgate neighborhood through enhanced bicycle and pedestrian access. Recreation and Parks will seek counsel with the CCFPD on more direct access options through the Eastgate Neighborhood to the Sauk Trail Woods/Forest Preserve.

The Metropolitan Mayors Caucus was awarded \$300,000 from the Illinois Attorney

General's National Foreclosure Settlement Fund for a two year project to explore how code review and enforcement processes can be streamlined and consistent across municipalities, develop an inter-municipal database for tracking troubled properties, create incentive programs to reward responsible landlord behavior, and publish a "best practices" manual on code enforcement and monitoring strategies. Officials from Park Forest, Richton Park, South Chicago Heights, and Chicago Heights participated in the pilot program. The communities agreed that the most beneficial inter-jurisdictional activity would be to create a shared administrative position that would be responsible for preparing code violation notices, filing liens, and doing similar paperwork. This would free up code inspectors to spend more time in the field. A larger group of municipalities is working on the shared database element of the project.

Village Staff and the Chicago Metropolitan Agency for Planning (CMAP) continue to work on the draft Unified Development Ordinance. Village Staff and the Development Regulations Update Steering Commission (which includes the Plan Commission) have completed their detailed review of the draft, which includes only the zoning portions of the ordinance. The subdivision elements of the new ordinance are being drafted by CMAP staff. When the draft ordinance is fully reviewed and revised, a series of public workshops will be held to ensure that the community has the opportunity to fully review and understand the proposed changes. The Plan Commission is required to conduct at least one public hearing prior to ordinance review and consideration by the Village Board.

With staffing support from CMAP, a Bicycle and Pedestrian Plan was adopted by the Village Board in December 2014. This plan moves forward the Village's sustainability goals by improving active transportation networks, creating safe and enjoyable bicycle and pedestrian routes and encouraging sustainable local transportation. The plan seeks to increase bicycling, walking and transit use, improve traffic safety, enhance local businesses and foster a healthier, more environmentally friendly community.

In August 2016, the Village learned that it has been awarded a \$200,000 Cook County CDBG to improve eight mid-block pedestrian cut-throughs consistent with the adopted Bicycle and Pedestrian Plan. The Village's match for this project is approximately \$73,000. This project, which is a collaborative effort of the Public Works, Recreation and Parks, and Economic Development and Planning Departments, will be completed in 2017.

The Village's Complete Streets Policy was named the 3rd best policy (tied with 2 other communities) in the US by Smart Growth America. The Communications Director secured coverage in the Illinois Municipal Review Magazine along with the Chicago Tribune related to this recognition.

Health Department Staff are registered members of the National Association of City and County Health Departments and had one staff member attend Mobilizing Action through Planning and Partnership (MAPP) training related to community assessments. The Health Department used the MAPP framework while conducting a quality improvement health assessment. The Department formed a new partnership with the Health Impact Collaborative of Cook County to brainstorm ways to address community health needs. This group reviewed

data from 5,500 surveys and numerous focus groups. The Health Department was successful in identifying new emerging public health needs, gaps in access to health care, and plans to pursue community partnerships and look for applications for public health grants that may address the top three community health concerns. The long term strategic goal is to apply for PHAB (Public Health Accreditation) as a local health department. This is a nationally recognized quality measurement of the health department's various services and programs against the written state and federal standards.

Public Works is focused on improving code compliance with the water system. In 2015, work began with BSI, Inc, to ensure compliance with the Village's cross connection ordinance thru yearly servicing of backflow devices.

In 2016, Public Works partnered with Service Line Warranties of America to advertise affordable and reputable sewer service warranties to Park Forest residents. This provides residents with a secure option in maintaining their portion of the infrastructure network.

5. Fiscal and Service sustainability based on the triple bottom line concept.

The cost analysis project for Recreation and Parks continues and is expected to be completed for the Financial Update to the Board in February. Benchmark data established for the Aqua Center was used to set fees for the 2016 season as well as support the decision to move to a resident/ non-resident pricing structure.

Economic Development and Planning staff analyzed its non-core programs, such as Park Forest Idols, Black History Month, Wine and Chocolate Tasting, Business Breakfasts, and MidSummer Madness, to understand the costs, revenues, and benefits of these programs. Information was provided to the Village Manager and Finance Director.

Analysis of core vs. non-core services has been provided at Financial Updates in October and February.

The Communications Director supports the triple bottom line concept of fiscal and service sustainable practices of the Village by incorporating sustainable tips and reminders in as many forms of communication as possible.

The Communications Director continues to reduce paper usage by making more processes digital where possible. Paperless registration has been available for the community Garage Sale, home buyer's workshops in Park Forest, for the Civic Leadership Academy, and for all boards and commissions. When possible, messaging/forms/additional fliers are included on the reverse side of print pieces included in water bills to reduce paper and print costs.

The Communications Director was successful in having an article published in the October 2015 issue of the Illinois Municipal Magazine on the Village's STAR Communities Award. Exposure from the article's printing is hoped to gain more attention and awareness that may lead to more contacts being made who recognize the Village as a leader in sustainability.

Health Department Staff will look at core vs. non-core services within the Health Department and begin to consider updating/changing health care models in order to capture full reimbursement available for services. Plans are to incorporate an electronic charting system in order to meet the three public health objectives for meaningful use which require the capability to submit electronic health data to other public health agencies. Incorporating meaningful use activities will improve the collaboration between clinical health care needs and services rendered through the local health department. Using electronic data collection systems also strengthens the reliability of accurate accounts of encounters made through the health department and show the role of public health in screening and referring identified cases for primary health care and chronic disease management. Data collection also forms a stronger basis for applicable public health grants.

To build new revenue streams, the Health Department underwent a survey to become nationally accredited in January 2013. With a Joint Commission Accreditation status, this opened the door for the Village to establish provider partnerships with several of the health insurance vendors. The Health Department is now aligned to receive home healthcare referrals from each insurance provider network that has clients in the home service area.

The Health Department participates in various community health events to promote health and wellness by providing blood pressure, glucose screenings and general educational talks/presentations. Venues included Faith United Protestant and St. Irenaeus churches, Youth Day, Governor State University, and Back to School Health Fair in Ford Heights. The department also administered influenza vaccines to residents of Maple Brook senior community in Matteson and Centennial Village in Steger.

The Department also partnered with the Senior Commission to coordinate several community education events. Topics have included public transportation, home safety, legal tips, stress reduction and a resource seminar for care-givers dealing with Alzheimer's or Dementia.

The Health Department attends many Village events as opportunities to provide information to residents about preventive health measures and risks for chronic health conditions. The population health assessment revealed a growing number of chronic illnesses. This year the Health Department plans to address these trends by incorporating training of nurses to become facilitators for series of six week courses for local residents diagnosed with one or more chronic illnesses. This will be a Chronic Disease Self-Management Course geared towards developing self-efficacy skills in managing ones illness. The Health Department is seeking grants to support the materials, staff training and marketing materials needed to be successful. As the program is disseminated throughout the community, the goal is to decrease overall area health care costs by increasing awareness of when individuals should access primary health care services to seek care before conditions are out of control and at risk for mortality. The goal will also to help raise awareness of the health department walk in screening services and home health service programs available to them through the Park Forest Health Department and Nurses Plus Home Health Care. The Health Department continues to administer flu shots at the health department and will conduct flu clinics within the community for groups of 20 or more. Flu shots are offered as a courtesy to clients picking up food from the St. Irenaeus food pantry in addition to providing free blood pressure

screenings to these clients.

In 2014, the Park Forest Health Department renewed a long term contract with Rich Township to continue to provide monthly health screening services at the Shirley Green Senior Center and four of the area Rich Township senior buildings including Garden House, Victory Centre of Park Forest, Juniper Towers and Cedar Ridge of Richton Park.

The Health Department Director coordinates with Rich Township Park Forest Rotary to plan an annual Senior Fair each May to expose area seniors to health service providers and businesses that can meet their needs. In May 2015, the Fair moved to a larger facility (Richton Park Community Center) to accommodate more vendors. In May 2016, more than 200 seniors were in attendance at the Senior Fair.

The Health Department coordinates and screens the vendors of the Farmers' Market to ensure that quality produce is sold. The Department also continues to be a host site for the annual senior nutrition coupons for low-income seniors to assist them with access to using the Market. This year senior nutrition coupons worth \$25 each were distributed to 595 local area seniors. The senior coupons come from a federally supportive grant through Age Options to assist seniors in purchasing fresh fruits and vegetables at local farmers' markets.

The AmeriCorps VISTA program awarded Park Forest a VISTA volunteer in 2015 to work on anti-hunger related programs. The VISTA volunteer in Park Forest worked to improve access to nutritious food options by enhancing awareness, and utilization, of benefits at farmers' markets; support local, community gardening and agriculture efforts; and provide nutrition education information and opportunities for low-income residents. The volunteer developed a community garden logo and collaborated with the St. Irenaeus food pantry.

In 2016, Public Works partnered with the Metropolitan Water Reclamation District of Chicago to supply free rain barrels to Park Forest residents within Cook County. A total of 418 residents ordered 1,173 rain barrels through this program. This will allow 64,515 gallons of storm water per one inch rainfall event to be reused by residents and kept out of the Village storm sewers. The Village's sustainability budget will fund a similar program for Will County residents that will be offered through June 2017.

The Village partnered with the University of Illinois Extension to provide a series of educational sessions related to gardening. The 3rd Saturday Gardening Series took place from March to October in 2014, 2015 and 2016 with presentations taking place at either Village Hall or the Wetlands Discovery Center. The purpose of these gardening classes was to increase resident knowledge and build capacity to expand the community garden program. The program has been successful with 15 to 25 residents attending each session. As a result, a community of gardeners has been created in the Village and it is expected that these classes will expand to incorporate the Park Forest Community Garden Program. In 2016, the Environment Commission took over the Gardening Series and decided to hold all classes in the Wetland Discovery Center. The program will continue from March to December 2017.

The Fire Department continues to look at expanding "Green Initiatives" into the physical

plant, vehicles and operations. The Fire Department continues to move to a paperless pre-planning process eliminating large binders and replacing them with re-usable thumb data drives. Efforts at going paperless within Fire Prevention are being made by increasing e-mail reporting capabilities. Paperless EMS and Fire reporting have been implemented via SouthCom Dispatch and a new Fire Records Management System. The Fire Department is continuing development and refinement of an anti-idling and sustainability policies to reduce the use of fossil fuels and the generation of exhaust gases. A solar panel was added to the department's newest ambulance to allow the maintenance of electrical equipment without the vehicle running and two such panels have been placed on the squad/pumper replacement for Engine 56. The Department continues to make sustainability a focus wherever possible and works closely with the Sustainability Coordinator.

In October 2014, Park Forest received the Governor's Sustainability Award from the Illinois Sustainable Technology Center and was one of 24 Illinois companies and organizations (only 6 of them were governmental agencies) honored for their significant achievements in protecting the environment, helping sustain the future and improving the economy.

The Village continues to seek out ways to improve the energy efficiency of all Village facilities. One of the most important parts of energy efficiency is to track and measure energy use. The Village logs energy use into the Energy Star Portfolio Manager benchmarking tool and develops energy efficiency and conservation campaigns to reduce energy use. The Village also encourages residents and businesses to take action to improve their homes and buildings. Presentations and introductions to energy efficiency service providers have been made and will continue into the coming years with the goal of reducing energy usage by 2-3% each year to achieve the goal of an 80% reduction by 2050.

The STAR Community Rating System is the first national framework to measure sustainability at the city or county scale and provide a tracking system to help local government organizations measure progress towards achieving community sustainability goals. Park Forest was selected to participate in the inaugural Leadership STAR Communities Program. The Village submitted an application for STAR certification in January 2015 and was awarded recognition as a 3 Star Community.

A Sustainability Coordinator was hired in August 2016. Work is currently unfolding on preparation for the Village's next STAR certification process, which will occur under STAR Version 2.0. The previous STAR evaluation, combined with current actions and future plans will be taken into account with the goal of leading Park Forest to a 4 Star Community. The Sustainability Coordinator is currently researching best practices in sustainability with the assistance of the Village's Environmental Committee, department heads, regional sustainability groups, and other local stakeholders.

Projects currently underway by the Sustainability Coordinator include assisting with information dissemination for recently installed kiosks along bike and walking paths and beginning a work plan toward lighting and other utility retrofit grant projects to reduce overall costs at the Park Forest Water Plant.

In summer 2016, The Village benefitted from the volunteer efforts of nine young adults from the AmeriCorps National Civilian Conservation Corps (NCCC). Most of the work completed by the NCCC Team was related to the Village's Sustainability Plan. Work included:

- Water Sealed 500 feet of boardwalk at Rail Fan Park and 200 feet at the Central Park wetlands.
- Cleared overgrown vegetation and trees from 25 pedestrian cut-throughs in the Village, for a savings to the Village of at least \$50,000. This work also contributes to the Village's match for a \$200,000 CDBG grant from Cook County.
- Painted over 500 storm sewer inlets with environmental messages and distributed 1,000 door hangers with environmental messages.
- Built a combination rain harvester/tool shed at the Neola Street community garden.
- Installed five information kiosks at locations along the Village's bike route.
- Cut down about 250 feet of invasive trees in about 3 acres of the Central Park wetlands.
- Cleared 1,833 linear feet of drainage way and woody vegetation in Central Park.
- Cut down about 200 feet of brush and small trees along the trail in Indiana Park.
- Totally repainted the interior of the Recreation Center gym, hallways and lower level.
- Participated in the Park Forest summer camp and PAAC (Police Athletic and Activity Center) activities, interacting with about 140 children, elementary through high school.
- Assisted at the Growing Green Recycle Fest, which included 12,000 lbs. of shredded paper, and recycling of 232 televisions, 2,500 pairs of shoes, 500 lbs. batteries, 300 pairs of eyeglasses and 8,783 pounds in electronics.
- Assisted at the annual Park Forest Youth Day.
- Provided approximately six hours support at the local Veterans' Closet.
- Assisted at the St. Irenaeus Food Pantry by suggesting new procedures to get food to correct shelves; unloaded deliveries and stocked over 20,000 pounds of food; helped respond to 539 home requests for food, leading to 2,073 people receiving 18,657 meals.
- Assisted other volunteer groups at the St. Irenaeus community garden by clearing yard waste and debris from compost bins, clearing weeds for new plants and rebuilding cinder block foundations of new rain barrel collections array.
- Coordinated a Volunteer Fair to raise awareness of volunteer opportunities in the Village.
- Spent many hours on individual service projects in Park Forest and neighboring towns.

Economic Development & Planning and Recreation and Parks Staff are working with the Metropolitan Mayors Caucus and the South Suburban Land Bank to develop low-cost, low-maintenance alternatives for vacant residential and commercial lots. Options include planting cover crops such as clover, little bluestem, and flowering seed mixes. Initial funding to conduct a pilot project is available through the IHDA Blight Reduction Program grant as it funds installation of green infrastructure after a blighted home has been deconstructed.

To enhance Staff efficiency for such processes as financial reporting, payroll, accounts payable, utility billing, human resources, timekeeping, inspections, fixed assets, adjudication, vehicle licensing, document management and even work order management, a Village-wide software platform (BS&A) was designed and implemented across 2015 and 2016.

In July 2015, the departments of Human Resources and Finance, and members of the consulting firm Sikich, successfully implemented a comprehensive, Village-wide Classification and Compensation study in addition to updating job descriptions.

The Village's current practice of semi-annual financial reviews along with detailed Budget reviews allows for timely assessments of financial trends. This practice coupled with the fiscal policy adopted to maintain adequate reserves protects the Village against disruption in providing services.

Village staff is exploring the use of compressed natural gas (CNG) as an alternative fuel. Staff met with a representative of *Clean Energy* to discuss the processes of using CNG vehicles and changes that would need to be made to buildings where these vehicles would be parked.

In January 2017, Staff conducted a workshop in the Eastgate neighborhood to promote the development of community gardens on Village owned vacant lots. Promotion of community gardening will also be the theme of an event to be held in late March/early April and co-sponsored by the Village and the Park Forest Public Library.

Village Staff are working with a young woman who plans to create a small market farm on the lots at 210-220 Indianwood Boulevard in spring 2017. These lots were acquired through the tax scavenger process, and there has never been any construction on them due to the poor soil conditions. Given the unlikelihood of building on these lots, and in support of the Sustainability Plan, a small farm seems like an appropriate use, at least as a test case. Village Staff are working with Ms. Lewis to determine the best way to proceed.

6. Sustain the Village's role as a catalyst for innovative change in the region.

Members of the Village Leadership Team continue training and holding leadership presences across the region (SSMMA, Metropolitan Mayors Caucus, CMAP, Metro Managers Association, etc.), the state (Illinois Municipal League) and in various professions (Government Finance Officers Association, American Planning Association, Illinois Public Employers Labor Relations Association, ILCMA, American Public Works Association, US Green Building Council, etc.) to foster sharing of best practices.

The Village continues to receive the Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Award. These award designations have occurred over the past twenty years.

The Finance Director is the Illinois State representation for IGFOA. Finance staff members regularly attend IGFOA information sessions on new regulations and GASB pronouncements.

The Fire Department continues to research the potential for changing the basic delivery structure for fire and EMS services on a local and regional basis. Fire personnel are active participants in regional, state and national organizations (MABAS, CART, IFCA, IAFC, Will

County Fire Chiefs, Metro Fire Chiefs, etc.) acting as a catalyst for change in the fire and EMS community. On a somewhat limited basis, the Fire Department continues working with the Illinois Fire Service Institute to bring free specialized training to the region on topics not otherwise presented locally. By working with these partners, department members and firefighters from the region receive day-long training at minimal cost.

The Fire Department continues to investigate the concept of community paramedicine and its potential impacts. The EMS committee of the Illinois Fire Chief's Association expected guidelines to be issued this year; but this measure has been returned to a different committee for further study. The over-riding issue is who will pay to make these changes and how it will be funded over the long haul. Illinois has yet to clearly define policies for community paramedicine, which has slowed any progress in this area.

Recreation and Parks continues to partner with such organizations as SSSRA and South Suburban Parks & Recreation Professional Organization in the areas of innovative recreation programming. The Village also offers cooperative programming with Matteson, Richton Park and Olympia Fields. These co-op opportunities' range from youth sports to senior trips. With the closing of a neighboring swimming facility, Recreation and Parks Staff worked with University Park Staff to accommodate their summer camp participant swimming needs.

Staff has recently started a *Park Forest Athletics Roundtable*. This is a group consisting of Village Staff, Rich East, School District 163, and community-based baseball, football and basketball associations that will meet quarterly to discuss athletic needs and opportunities in Park Forest. Staff has also been contacted by residents of Sauk Village with questions on program development and is exploring ways that Park Forest volunteers and staff might cooperate with volunteers in underserved communities to promote athletics and programs.

The Carol White Grant has received funding for the 2016/17 school year and staff will partner with School District 162 on programming. This goal is to encourage youth physical activity and utilize facilities like the Tennis & Health Club, parks and tennis courts.

The Director of Recreation and Parks is now the Chair of IRMA's Recreation and Parks Steering Committee and works with IRMA staff to host meetings of this steering committee.

The Recreation & Parks Advisory Board has been active in promoting new and "best practice" initiatives in the parks as well as working closely with other boards and commissions to support parks and the village as a whole.

The Recreation and Parks, Economic Development & Planning and Administration Departments successfully carried out the inaugural Civic Leadership Academy from September 2015 through May 2016. A class of 12 participants was exposed to the roles and responsibilities of municipal government, the roles and responsibilities of citizens and the importance of civic engagement. With the Communications Director as the primary marketer of the program, the participation has nearly doubled. A class of 22 is now engaged for second year of this program that will include monthly sessions through May 2017.

The Communications Director supports the Village's efforts to be a catalyst for innovative change in the region by spotlighting key initiatives like the Park Forest MakerLab and the numerous sustainable endeavors undertaken in recent years. Examples include helping secure an additional year of funding for the MakerLab by providing videography support required for the application. The Communications Director has also worked to get articles printed in notable publications in the region to help raise awareness, like the Illinois Municipal Review, which printed an article on Park Forest's STAR designation in October 2015.

The Communications Director has begun outreach efforts to highlight the Village's participation in the National League of Cities Race, Equity and Leadership (REAL) initiative. An image along with overview details from Park Forest's REAL kick-off meeting in August were shared online.

The Village continues to be an active member of the South Suburban Land Bank and Development Authority, the South Suburban Housing Collaborative and SSMMA. The Village has also taken on lead roles on the SSMMA Executive Committee (Mayor and Manager), the SSMMA Legislative Committee (Mayor), the Management and Finance Committee (Manager) and on the Board of the Chicago Southland Fiber Network (Manager).

The Mayor and Staff are working with SSMMA and the Chicago Southland Housing and Community Development Collaborative (the Collaborative) to finalize the Strategic Plan for the Collaborative and increase its exposure to other South Suburban communities and to potential funding sources. The development of the Strategic Plan is being led by the Metropolitan Mayors Caucus and the Metropolitan Planning Council.

Staff continues to take an active role in Select Chicago Southland (SCS), a working group of Southland communities that first came together in 2013 to promote retail retention, expansion, attraction and development. Membership in SCS varies based on the specific activity being undertaken, but it has included as many as 18 SSMMA municipalities. The group has participated in 2014, 2015 and 2016 RECon Las Vegas, and 2014, 2015, and 2016 Chicago Deal Making.

The Economic Development Team continues its work with multiple communities, consultants, the CSEDC, and the Cook County Assessor's Office to update incentives and procedures to spur economic development in the southern suburbs. Also, work continues with several partners (CSEDC, OAI, Inc.) to implement workforce development programs which benefit Park Forest residents and the employees of interested Park Forest businesses.

Park Forest Staff created a team of staff from the CSEDC, Prairie State College, the MakerLab, and the EDAG Chair to attend an International Economic Development Association technical course together in 2015. The course focused on the competitive advantage of regions and the role of economic developers and community stakeholders in building an innovation ecosystem.

CMAP is beginning work on a successor plan to GO TO 2040, to be known as ON TO 2050. The new plan is scheduled to be adopted by the CMAP Board in October 2018. The Director

of Economic Development and Planning served on the Reinvestment and Infill Resource Group to assist CMAP staff in developing a detailed strategy in the new plan. The Resource Group met through 2016.

The SSMMA has received a Local Technical Assistance project from CMAP to work with the Villages of Park Forest, Hazel Crest, Richton Park and Lynwood on new *Homes for a Changing Region* plans. Park Forest's update will account for the recommended strategies from the 2012 plan that have already been implemented, as well as changes in the housing market since the original plan was developed. A final plan is expected to be presented for Board approval by late spring 2017.

Public Works Staff continues to identify the individuals and departments of other governmental and non-governmental agencies like IDOT, Cook County Highway Department, Metra, CMAP, PACE, and Illinois Tollway that work in infrastructure and public works fields. Staff actively participates in the South Suburban Directors Association meetings, Transportation Advisory Group (TAG) meetings, and Transportation Committee meetings. Meetings are held monthly and are attended by surrounding local agencies and other governmental and non-governmental agency staff. These meetings are held to discuss topics and projects that affect and that are within the south suburb region.

Public Works partners with other south suburbs on a Municipal Partnering Initiative (MPI). MPI explores joint purchasing/contracting of various public works functions such as sidewalk replacement, street signs, pavement marking, crack sealing/filling, etc.

The Community Relations Coordinator continues to participate in the activities of the Chicago Area Fair Housing Alliance, which meets on a monthly basis. This Alliance is a consortium of fair housing and advocacy organizations, government agencies, and municipalities committed to the value of fair housing, diversity, and integration.

Village Staff are active in the planning and promotion of the 20th anniversary of the South Suburban Diversity Dinners, and the Village is a major financial supporter.

The Community Relations Coordinator continues to build a strong alliance with local realtors, banks and investors to build the awareness of vacancies while increasing awareness for residents of potential homes to purchase and available financial assistance to do so. Along these lines, a Realtors Brunch was held in January 2015 wherein nearly 60 realtors were in attendance. In 2016, realtors were collaborated with on the House Tour and Expo and in several sessions where housing-related speakers were the focal point such as Neighborhood Housing Services, AGORA, and the South Suburban Housing Center. The next Realtors Brunch is scheduled for January 2017 with the potential topic of Social Media for Realtors.

The Commission on Human Relations continues to attend the annual conference of the Illinois Municipal Human Relations Association and attend regular meetings, workshops, and conferences of the Chicago Area Fair Housing Alliance, South Suburban Housing Center, Illinois Municipal Human Rights Association, and Diversity Dinners.

The Police Department has created a Veterans Liaison Officer to work with the Veterans Commission and act as a conduit between the Commission and the Department. The Liaison Officer is educated on the resources available to Veterans and networks with area Veterans facilities and programs. Police officers engaging the community can refer citizen veterans or family members of veterans to the Police Department Veterans Liaison Officer for assistance dealing with many areas from special needs, transitional problems, addictions and housing.

The Police Department continues to be at the forefront of providing continual and most up-to-date training to its officers. Across 2015 and 2016, the Police Department has reached a 95% completion rate of its Supervisors on the Crisis Intervention Team (CIT) approach. The CIT approach is a community effort to bring the police and the community together for common goals of safety, understanding and service to the mentally ill and their families.

A leading causes of officers being killed is in the performance of their duties is motor vehicle crashes. Historically, training for Emergency Vehicles Operations Courses (EVOC) were not local to Park Forest. Staffing issues and overtime costs limited the amount of training that officers could attend in this area. In 2015 the department developed an in-house training program on EVOC with a member of police staff becoming a certified instructor. In 2016, yearly in-house training programs began where all officers receive classroom and hands-on EVOC training at no overtime costs and in compliance with IRMA standards.

The Police Department has seen an increase with the homeless population in the south suburbs. A Homeless Liaison program has been created within the Police Department. A seasoned Police officer has been chosen to serve in this important role. This officer will use traditional law enforcement and social service strategies to address homeless issues within the Park Forest community. This special liaison program will be developed to play a key role in the Police Departments action plan by linking outreach and mental health services to homeless individuals encountered by the police, especially those that are mentally ill. This officer will receive special training to act as a conduit for the rest of the Police Department and interact with other community agencies and groups assisting and servicing the homeless community.

The Director of Economic Development and Planning is the Village's Core member of the Urban Sustainability Director's Network (USDN). Working with several other communities located throughout the US and Canada and the International Economic Development Council, the Village received a USDN Innovation Fund grant to conduct a workshop on sustainable economic development (SED). The workshop was held in Cleveland, OH, in September 2016. Both the Village's Director and Assistant Director of Economic Development attended the workshop, along with 45 municipal/county sustainability and economic development staff from all over the US and Vancouver, British Columbia.

The Assistant Director of Economic Development and Planning has led a south suburban effort to write and gain approval of State legislation that will create a new class of property tax incentives for large "keystone" properties that have been vacant for at least three years. This legislation was introduced to the State Legislature by Representative DeLuca in January 2017.

The Village and Rich Township School District 227 are collaborating with ImageWorks, a local manufacturer, to assist them with hiring up to 10 high school graduates for a joint internship/college program. ImageWorks proposes to train the students in a variety of professional specialties (marketing, finance, graphic design, IT, etc.), while they go to college to study their selected specialty. The students will work for ImageWorks for up to four years while in college and will be offered permanent jobs based on performance.