

1 **MINUTES OF THE VILLAGE OF OLYMPIA FIELDS**
2 **MEETING OF THE BOARD OF TRUSTEES**
3 **Held on April 16, 2018**
4

5 The Regular Meeting of the Board of Trustees was held on Monday, April 16th, 2018, at the
6 Linzey D. Jones Municipal Building and was called to order by Village President Sterling M.
7 Burke at 7:00 P.M. The assembly recited the Pledge of Allegiance. Acting Village
8 Administrator/Deputy Village Clerk, Cynthia Saenz called the roll.
9

10 Present: Trustees – Gibson, Oliver, Pennington, Thomas, Hudson, and Matz
11 Village President Sterling M. Burke
12 Acting Village Administrator/Deputy Village Clerk, Cynthia Saenz
13

14 Absent: None.
15

16 **PUBLIC HEARING:**
17

18 **Proposed Fiscal Year 2018-2019 Budget** – Village President Burke stated that Number 2 on the
19 Agenda is a Public Hearing on the Proposed Fiscal Year 2018-2019 Budget. (The Public Hearing
20 was opened by Village President Burke at 7:02 P.M.). Village President Burke opened it up for
21 comments from anyone in the public on the Budget. Village President Burke stated that the
22 Proposed Budget has been on the website since April 9th. It was published.
23

24 Village President Burke stated that there are three Guiding Principles that he put in place since
25 becoming the President. 1. To maintain the beauty and the charm of the Village of Olympia
26 Fields; 2. Improve the efficiency of our government; and 3. Protect the Village of Olympia
27 Fields property values with an Economic Development Program that is consistent with the new
28 economy business models. He stated that some of our neighbors have been hit real hard with the
29 big boxes leaving the area. One of our objectives is to ensure that we are still able to operate in
30 an efficient manner without being impacted by the loss of those kinds of businesses.
31

32 Village President Burke stated that there are four ways that you can balance a Budget. You can
33 reduce your expenses. Another way is to raise taxes, which we are not going to do. The third way
34 is through allocations which we have changed that approach. The fourth way is to do economic
35 development. This new Budget is going to save us a significant amount of money. The current
36 Village Policy is to have 40% expenses in reserve. Our projected year-end surplus for the year
37 2018 is up from \$45,621.00 to \$338,808.00 in our reserve. The new Fiscal Year 2019 Budget
38 proposes that the General Fund will have seven-months, or 55% of the expenses in reserve. The
39 Village Team has worked very hard to make sure that this happens. The new fund balance for
40 2019 is projected to grow from \$3,075,432.00 to \$3,425,324.00. Good fiscal management has
41 enabled these kinds of improvements in spite of continued pressure on revenues due to State
42 Legislation imposing fees and revenue reductions on local governments. This growing surplus
43 will enable the Village to be able to self-fund needed capital projects, and/or reduce debt, and
44 reduce water bills. The 2019 budgeted expenses before Administration charges are \$309,232.00
45 lower than the previous Fiscal Year. We have done a wonderful job of managing our expenses.
46 We expect to do so for the next Budget year. Village President Burke stated that if there are any
47 comments from the public, this is your opportunity to give us your input. We welcome any input.

1 Trustee Matz stated Mr. President, you have done some great things with the new Budget and
2 everything. She doesn't know if the residents know about different changes that he has made
3 when it comes to replacing the Village Administrator, and who the Village Administrator is, as
4 well as our new Finance Director, and the salaries. We are looking forward to economic
5 development that you put in place. We have an Economic Development Consultant. Maybe that
6 is something that we need to highlight and the salary.

7
8 Village President Burke stated that further down in the Agenda we can get to those details. He
9 stated that David Mekarski has been gone since November. Cindy Saenz has replaced David as
10 the Village Administrator. He stated that Betty Zigras has taken Cindy's place. Both of them
11 have been here for a while. Cindy has been here for 15-years. Betty was a Consultant to the
12 Village. She joined us a little over a year and a half ago, maybe two-years ago. The net
13 difference between their proposed salaries and what we were spending in the past was close to
14 \$180,000.00. The staff that we have has done a great job of managing this year's Budget. We are
15 projecting, as he indicated, a continued savings. We will get to any details that anybody might
16 want to talk about when it is time to vote on that Budget.

17
18 Trustee Pennington stated that as the Finance Liaison to the Board of Trustees, he wanted to let
19 everyone know and get it into the record that the Finance Committee has reviewed this Budget in
20 its entirety, and has vetted same, and is in complete concurrence with the steps, measures, and
21 changes that the Administration has developed and put into effect to-date. It's refreshing to see
22 that we have an Administration that is willing to make changes in the manner in which it has
23 been done. Trustee Pennington stated that he just wanted to get that into the record.

24
25 Trustee Oliver stated that whether it is for the record or not, he has a personal comment that he
26 would like to make to the Village President, as well as the Board and the Administration here.
27 It's refreshing to see for the record, the letter that you sent out that goes along with the Budget. If
28 there is any doubt anywhere in the Village that that there's some concerns about transparency,
29 this letter lays out in full detail not only what the vision of this Village is, but how we plan to get
30 there, and to meet the challenges that we have. This letter went a great deal to help the Village
31 understand what "we," what "you", are trying to do.

32
33 Trustee Oliver stated that as Trustee Pennington mentioned, the work of Betty and others to
34 massage the Budget in such a way to put things in categories that never before had been done,
35 but makes so much sense, he doesn't know why this wasn't done in the past. Trustee Oliver
36 stated that he wants you to know that he appreciates it. He is sure that anyone that takes a look at
37 the Budget which is online will appreciate it too. We have laid out what the different taxes are,
38 and how they come up, and how it affects the resident. That was a nice little touch. He
39 appreciates that too. He stated thank you.

40
41 Village President Burke stated that he wants to acknowledge Stan King who is in the audience.
42 He is a long-time resident. He has been an auditor for the Village in the past. He has been an
43 auditor for a number of the towns in the Southland. He is a retired Vice President of Northern
44 Trust. He is a member of our Finance Committee. He brings many, many, many years of
45 experience to work with the Finance Committee, and with Trustee Pennington's leadership we
46 have been able to manage, fix, and add processes and controls to the Budget that we never had
47 before. We know where every penny is, and where it has been spent. We are not spending money

1 on things that do not make sense anymore. If there's some organization that has a Budget
2 already, that is the taxpayers are paying for it it's our Policy that we are not going to necessarily
3 fund them on top of the taxes that the citizens are already paying. We are very proud of what we
4 have done so far. We have gone from a Budget that was projected to yield \$35,000.00 in surplus
5 to \$330,000.00. That's a good deal. Everyone that works for the Village has done a great job of
6 holding down expenses. The next thing that we are going to have to deal with is economic
7 development. We have a plan for that. There is a document up here that talks about what the plan
8 is for economic development and some of the things that we are doing. When we get to that point
9 he will talk about that.

10

11 Mr. Stan King stated that he wanted to say a couple of things that may be helpful and
12 enlightening to some of the people in the audience. Mr. King stated that he resides at 305
13 Wysteria right off of Western. He has been a resident of the Village for 21-years. He was a
14 former Finance Committee Member. He was an auditor as well on the Finance Committee. Mr.
15 King stated that he has audited so many Villages, School Districts, and Pension Plans. He wanted
16 to say to his fellow residents there are a number of people on the Finance Committee. Some have
17 been residents of the Village for 30-years, 20-years, 15-years, and so forth. They are highly
18 interested in the integrity of the Village. That group of people, along with himself, and this has
19 gone on for years, even back 15-years ago when he was first on the Finance Committee when
20 Cindy first arrived here. It enhances the integrity of our finances which is something he was
21 highly concerned about. He wants his fellow residents to know that you have got a bunch of
22 citizens, not elected people, or people on the Trustee Board, who are looking at our finances, and
23 critiquing, and criticizing, every line in every Department which is what the process required.
24 That has been for years to get down to the Budget that was presented back to the Board through
25 Trustee Pennington as the Liaison to the Finance Committee. It is not just the elected officials
26 that are putting together our money and monitoring it, and so forth. It is also citizens who live in
27 the Village. This has gone on for years in the Village which is good. It is not the case in a lot of
28 Municipalities. He has dealt with a lot of them around here. We are in a much better standing
29 than most and he needed to say that. He is proud to be a part of Olympia Fields, good or bad. We
30 are not perfect. It is on the right track especially after some things he saw a few years back. We
31 are doing better. He stated thank you.

32

33 Trustee Hudson stated that she missed the last meeting. She was not able to be here. She wanted
34 to know if there are funds that have been allocated to economic development. Village President
35 Burke stated sure. That is their dollars. We put in place an Economic Development Consultant
36 that is a Village resident. The reoccurring theme is that people who live in this Village who are
37 highly skilled and have the capabilities to help us move forward, they are the ones that we are
38 going to call on to help get things done. We hope to have economic development with the person
39 that had been the Chairperson of our Economic Development Commission for the last two or
40 three-years. She is spending more time helping us move forward with the strategy. She is a
41 developer. Village President Burke asked Trinette Britt-Johnson to stand up. He stated that she
42 lives in Maynegaitte. He stated that the people that we are adding to help us do what we need to
43 do, there are a lot of tremendous people who have all kinds of skills that live in this Village and
44 we want to make sure they participate in what we are doing. There are dollars in the Budget
45 going forward to pay Trinette for her services.

46

1 Trustee Hudson inquired whether or not that was in this Budget here. Village President Burke
2 stated it is in this Budget. Trustee Hudson stated that she doesn't know what it is so she is not
3 sure what she is looking for. Mrs. Zigras stated that there is a Department called "Economic
4 Development." Trustee Hudson stated that she hasn't seen the contract so she doesn't know what
5 she is looking for. There are no names there. She doesn't know what the title is. She stated that
6 she guesses that you will talk about that later. Village President Burke stated no, we already had
7 a discussion and we voted. Trustee Hudson stated that she didn't get a copy of the contract.
8 Acting Village Administrator Saenz stated that the Packet for the Board Meeting of March 17th
9 would have included that information. Trustee Hudson stated that she didn't get a Packet. Acting
10 Village Administrator Saenz stated that we can make sure that we give you a copy. The Packets
11 were hand-delivered for that meeting. Village President Burke inquired whether or not there
12 were any other comments. No one had any other comments. Village President Burke closed the
13 Public Hearing on the 2018-2019 Budget at 7:19 P.M.

14

15 **READING AND APPROVAL OF MINUTES:**

16

17 **Motion by Trustee Oliver, second by Trustee Pennington to Dispense with the Reading of**
18 **the Minutes, and Approve the Minutes of the March 12th, 2018, Board Meeting as**
19 **presented.**

20 **Voice Vote: All Ayes Motion Carried.**

21

22 **BILLS FOR APPROVAL:**

23

24 **Motion by Trustee Pennington, second by Trustee Oliver to Approve the Payment of Bills**
25 **for April 16th, 2018, in the Total Amount of \$282,484.85.**

26 **Voice Vote: All Ayes Motion Carried.**

27

28 **PUBLIC COMMENT:**

29

30 Village President Burke opened Public Comment at 7:20 P.M.

31

32 **Paying at the Metra Parking Lot -** Mr. Charles Durley stated that he resides at 20429 Attica
33 Road. He stated about a month ago he had raised a concern about the Metra Parking Lot. He
34 stated that Cindy had stated that she would get with them and see what we could do. Mr. Durley
35 inquired whether or not that has been done.

36

37 Acting Village Administrator Saenz stated that we will begin working on changing the
38 Collection System, moving from the coin board that we have to the actual App, and some other
39 type of collection processes over there during this Fiscal Year. We have discussed that in the
40 past. We've had a lot of questions that have come from the public. When the Village President
41 was first elected, that was one of the first things that he wanted us to tackle. We will be in a
42 better position after May 1st now that the Budget is done to start working on that. Acting Village
43 Administrator Saenz stated that she and Betty will work on that.

44

45 **Request that Board Packet be Placed on the Village's Website -** Mr. Durley stated that he
46 thinks that for transparency, we need to have the same Packet that our Trustees have so that we
47 can review the items that are going to be raised at our own home or have it online so when we

1 come here we will be ready to ask questions. He stated that for the Budget right now, that is not
2 enough time for us to peruse it as we sit here and come up with reasonable questions about the
3 Budget. He is asking that they receive the same Packet that the Trustees receive online, and those
4 of us who want to get it can.

5
6 Acting Village Administrator Saenz stated that is something that we can work towards,
7 uploading the information to the website. There are some confidential items that we won't be
8 able to load on the website. We will definitely discuss that.

9
10 Mr. Durley stated that he can understand personnel matters and that type of thing. He stated but
11 just general, overall budgetary items, and the selection of things that you will be discussing, we
12 should have the same privy so when we come here we will be well-informed about what is going
13 on. Then we can ask pertinent questions.

14
15 Mrs. Zigras stated as a note for next year, the Budget has been out for review since April 9th. It is
16 10-days before the Budget is passed that it is out for public viewing. Acting Village
17 Administrator Saenz stated that it was not loaded to the website. We had copies available at the
18 front counter. Mrs. Zigras stated that you could pick it up and take it home. Mr. Durley stated
19 that he doesn't get off the train until 6 o'clock in the evening. He is still a working person. He is
20 just suggesting for transparency that we put that information on the website. It will save us
21 money in terms of printing because we will be printing it from our own homes. It will go a long
22 way towards transparency. The Village is a small Village. We all have some skin in the game.
23 He feels that it would be appropriate in terms of transparency. A lot of organizations now put
24 their docket on the website so people can get it if they want to. There probably won't be a lot of
25 people that choose to do that. He stated but those of us that want to see it and come to the Board
26 Meetings will be ready and prepared to ask questions that pertain to it. He just asked that you all
27 strongly consider that. Acting Village Administrator Saenz stated definitely.

28
29 **Concerns Regarding Intersection Where the Triangle Park is Located** - Mrs. Erica Whittier
30 stated that she resides at 20412 Fairfield. She wanted to know who she could talk to about where
31 the triangle park is located. It is an intersection that she is finding to be more and more
32 dangerous. She has lived there for five-years. That intersection is where 204th meets Hellenic as
33 well as Fairfield. No one knows who is suppose to yield at what point in time because there are
34 no instructions. When you get to the intersection you stop if you are an informed person.
35 Otherwise, you can go out there and you can get hit. It is a residential area. She believes that
36 there should be yield signs on one side of the intersection to be able to inform people who has
37 the right-of-way. Mrs. Whittier inquired who should she speak to about that.

38
39 Chief Krull provided Mrs. Whittier with his card containing his email address and his phone
40 number. Chief Krull stated that we can certainly explore the idea of installing yield signs on two
41 sides around that triangle park if not all three. You would hope everybody would slow down
42 when they were driving up into that area, but human nature being what it is, some people don't.
43 We can certainly consider three yield signs on each corner over there.

44
45 Mr. Landini stated that he has been watching that area because John McDonnell raised this
46 situation to him a couple of months ago. He agrees with what the Chief stated. We were looking
47 for the best sight lines for that area. He believes that the yield signs at the three corners of the

1 park is probably the most that they can do. Those are the most logical spots. We have the yield
2 signs in stock. Those should be going up probably within a month. Mrs. Whittier stated that is
3 awesome.
4

5 Trustee Thomas inquired since it is a triangle, is it possible for one of them to have to stop. They
6 have a situation in Olympia Club where the people coming in they don't stop. She is just asking
7 if it is possible to have one stop sign, so at least that person coming in somebody stops. Mr.
8 Landini stated that the way this particular triangle is set up, a stop sign wouldn't be conducive to
9 the traffic there or the way the entry points come in and go out there. It is not a cut and dry T-
10 intersection. It's similar to a roundabout where it is flow of traffic and merge. It doesn't go all
11 the way around. A stop sign would be more confusing due to the sight lines and the angles that
12 are there. He wouldn't be able to clearly place a stop sign where one side of traffic will know for
13 sure that that is for them. He believes that the yield signs are the best option.
14

15 Trustee Thomas inquired when he is going to follow-up with her, so she knows if it is going to
16 be within a couple weeks, a month, six-months, a year. Mr. Landini stated within the month we
17 will have the yield signs up, probably less. Village President Burke closed Public Comment at
18 7:25 P.M.
19

20 **Administration Reports:**
21

22 **REPORT OF THE VILLAGE PRESIDENT:**
23

24 **Economic Development** - Village President Burke stated that this is part of a presentation that
25 he has been giving to a number of businesses that we are trying to get into the Village. We did a
26 Study to understand where Olympia Fields is compared to other communities. What kind of
27 leakage we have in the area of businesses that we need, as well as what is happening when
28 people leave the Village. The first chart indicates Olympia Fields and Flossmoor at the very
29 bottom. There is another chart on Page 2 that talks about where our money is spent. He stated
30 that for 2016 the Village of Olympia Fields had \$70,479,000 in revenue. As you go across that
31 chart, Flossmoor was a little bit better. This was prior to getting Meijer's and Wal-Mart. Both of
32 those numbers have gone up in 2017. Homewood has around \$437,000,000. Everyone here will
33 agree that Homewood is starting to develop a lot of economic development opportunities.
34 Matteson is \$682,000,000. That number will probably come down with the loss of some of the
35 big boxes that they had. Chicago Heights has \$203,000,000. There is a lot going on in Tinley
36 Park and Orland. Tinley Park is around \$1,354,000,000. Frankfort, which is kind of shocking, is
37 at \$601,000,000. You should go over to the Frankfort Historic District. Every week he tries to go
38 to a different town around us, or in the western suburbs, or the northern suburbs, to see what is
39 going on. Frankfort has this Historic Downtown District where people come from 50, 60,
40 70-miles away to shop there. They have seven or eight First Class Restaurants. They have 40
41 retail shops. They have 40 small professional offices for dentists, lawyers, et cetera. Frankfort is
42 about the same size as Olympia Fields and Flossmoor put together. Our two towns have a
43 median income and disposable income that exceeds what is going on in Frankfort. Our money is
44 leaving here and going over there.
45

46 Village President Burke stated that through Focus Groups and Market Studies, and we just
47 completed one with the Economic Development Commission, we have to do something to stem

1 that. We are going to fix that. We are working with the Economic Development Commission on
2 a number of activities to get various restaurants and some other high, First-Class quality type
3 restaurants into the Village. We are going to redevelop this Office Park. The Office Park that we
4 have now is like most of the Office Parks all over the country. It is in a downward decline. We
5 can redevelop that Office Park. We want to maintain the look and feel of the Village. At the
6 same time, we want to take what is available to us which is that Office Park and turn it into
7 something special. In order to do that we need to do some things to create a greater sense of
8 community than what we have right now. There are a lot of people coming in that spend money.
9 We have to identify and build those kinds of activities in the Village to drive that Office Park. In
10 Rosemont, they do this. They have several big venues up there. Rosemont is smaller than the
11 Village of Olympia Fields. They have 75,000 to 100,000 people come through there every day.
12 Olympia Fields does not have any kind of traffic like that. We are going to be doing things to try
13 to bring people in. We are going to create some new Committees to bring people into this Village
14 to buy and populate that Office Park with the right kind of businesses that will draw people in,
15 and at the same time have the right types of activities that will get people excited about coming
16 to Olympia Fields.

17

18 Village President Burke stated that in Frankfort adjacent to the Historic Downtown District, there
19 is a new condo area being built. They are 28,000 square foot homes. He stated that four of them
20 are boxed together. They are \$699,000.00. How many homes do we have in the Village that are
21 in excess of 5,000 square feet that we can't get that kind of money for them? It is all because of
22 what is being brought in there. Children come in there. We have to do something about the
23 schools. There are activities that go on every week in that park in that Historic Downtown
24 District. Over the next year or so there is going to be activities, and things that we are going to do
25 to bring in businesses that will become a magnet to draw people in.

26

27 Village President Burke stated that he has talked to about 15 different types of businesses about
28 coming into the Village. He goes through this presentation with them. It's important that we do
29 this to rebalance the Village taxes. The first step in fixing the Village is what we have done
30 already and that is to address the finances and make sure that we have those under control. The
31 next thing we have to do is grow economic development. He talked about attracting new
32 businesses and residents to the Village. "Leverage existing and add new destination amenities."
33 We have the hospital. Everywhere that you find a hospital, you find economic development.
34 They are just about done with developing and upgrading that hospital. They put \$150,000,000.00
35 into it. There are 170 new interns that work at that hospital and come in every semester. These
36 are people that could potentially buy homes here, as well as their friends, and buy things in the
37 Village. We want to partner with high quality Grants to maintain and enhance our brand. A
38 couple of the organizations that he talked to, they talk about how important their brand is. He
39 tries to make them understand that we have a brand also. Our brand is extremely important.
40 Olympia Fields at one time was one of the four most affluent communities in all of the
41 metropolitan Chicago area. We are currently one of the three most affluent predominantly
42 minority communities in the United States. We have a brand that we are trying to sell to other
43 people. We are very proud of that brand.

44

45 Village President Burke stated that he talked about rejuvenating the existing Business Park. We
46 want to ensure that people who have invested in our community are the first to share in our
47 success. Some of the people that we are bringing in and getting involved in what we are doing

1 are people who are highly skilled, and who have experiences that we can leverage to make sure
2 things work here. Trinette is a person. Mr. King is a person. There are a number of people that
3 we have in this Village who are highly skilled that we are going to make sure that they are
4 involved in participating in what we are doing. We are looking for as many people as possible to
5 volunteer to help us out.

6
7 Village President Burke stated that the last thing here is to provide educational opportunities for
8 young people in our community to experience this transformation. Village President Burke stated
9 that he has in The Greens a website that he built for our community. It shows houses that we
10 have. It shows people who have won awards. He talked with the new Superintendent, Johnnie
11 Thomas, who is the Superintendent for the high school. They have a tentative agreement that
12 they are going to have students at the high school build these websites for each of the
13 Homeowners Associations. This is an educational opportunity for them. It's an opportunity for
14 them to have a stake in what is going on from a civic standpoint.

15
16 Village President Burke stated that everyone of these businesses that they talked to, we said that
17 everything that they build has to look like Oak Brook. We want to make sure that the kids that go
18 to the high school, and the people that live here participate in not only the education that is
19 associated with it, but also the financial rewards that come out of it. Our strategy from an
20 economic development standpoint is summarized right here. We are well on our way to making
21 some of this happen. He stated with that as a background, the first step in getting this was to get a
22 Budget in place, to demonstrate that the finances of the Village are going to be sound and that we
23 can manage the money in an appropriate way. We have done that.

24
25 **DEPARTMENT HEADS REPORTS:**

26
27 **Betty Zigras – Director of Finance**

28 **Resolution #2018-03 – A Resolution Revising the Budgetary Protocols for the Allocation of**
29 **Certain Budget Expenditures Among the Village's Various Funds** – Mrs. Zigras stated that
30 the first Resolution is #2018-03. It is a Resolution Revising the Budgetary Protocols for the
31 Allocation of Certain Budget Expenditures Among the Village's Various Funds. This is the
32 Indirect General Fund Cost Allocation that we have been doing at the Village, allocating funds
33 from the General Fund to the Water and Sewer Funds for indirect overhead expenses. This year
34 we are changing the methodology of this overhead allocation for Fiscal Year 2019. This change
35 in methodology will reduce that budgetary allocation from \$912,000.00 last year being an
36 expense in the Water and Sewer Fund, reducing that to \$539,214.00 in Fiscal Year 2019. This
37 \$373,000.00 savings, or reduction of expenses in the Water and Sewer Funds, as President Burke
38 stated in his introduction of the Budget, will allow the Village to use these excess funds to
39 self-fund projects, and/or to reduce debt, or the water prices. We reviewed this at our March 10th
40 Board Meeting to review the Budget.

41
42 Village President Burke stated that historically we were allocating about 5% of the Village's
43 General Fund to the Water and Sewer Funds. That went along for a couple of years. Then we
44 went from 5% to 9%. That went along for a couple of more years. He stated that for the last four-
45 years it has been bumped up to 14%. Roughly, 7%, 8% of the water bills are the result of this
46 additional expense being put over the Water and Sewer Department that we have removed. In the
47 coming months we are going to reduce these water bills, because we have moved that expense

1 out of the Water Department and put it over in the appropriate area. That's why you see some
2 reorganization in the Budget. We have moved things around. We are going to have them in the
3 proper location. We are going to have the proper funding to support those items.
4

5 Village President Burke stated that through Mr. Landini's leadership, we had a 16% shrinkage of
6 loss in the Water Department. We have been able to close that down to 9%. That 9% is going to
7 yield a savings that we will put in place. We have not raised the water bills for two cycles
8 because we have been able to find these efficiencies. We are looking forward to being able to
9 reduce the water bills, and not just keep them stagnant. What you have seen in the reductions
10 with Betty, Cindy, Mr. Landini, and the whole team taking a very aggressive approach to this,
11 we have been able to squeeze expenses out of the Budget to make sure that we are going to put
12 ourselves in a position to do some things, not only to cut the water bills, but also be able to fund
13 projects without depending on getting Grants from other people. We have five or six, primary
14 Capital Budget Projects that the team reviews on a regular basis. We know how much money we
15 need to execute those. Through this process of identifying and focusing in on saving money, we
16 are going to be able to do our own self-funding and not have to borrow money to get some of
17 these things done. This is a huge step for the Village in the right direction.

18 **Motion by Trustee Oliver, second by Trustee Pennington to Approve Resolution No. 2018-**
19 **03 - A Resolution Revising the Budgetary Protocols for the Allocation of Certain Budget**
20 **Expenditures Among the Village's Various Funds.**

21 **Roll Call: Ayes (6-0) Motion Carried.**
22

23 **Ordinance #2018-11 – An Ordinance Approving the Annual Budget of the Village of**
24 **Olympia Fields for the 2018-2019 Fiscal Year [First and Second Reading] – Mrs. Zigras**
25 **stated that next is Ordinance #2018-11. It is an Ordinance Approving the Annual Budget of the**
26 **Village of Olympia Fields for the 2018-2019 Fiscal Year. She stated as Trustee Pennington**
27 **stated earlier, we met three times with the Finance Committee. The Department Heads have met**
28 **with the Finance Committee, and we have met twice with the Board of Trustees to review the**
29 **Budget. The Budget is attached in full to this Ordinance, along with the Budget of the Olympia**
30 **Fields Public Library Board for the Fiscal Year 2018 and 2019.**

31 **Motion by Trustee Oliver, second by Trustee Pennington to Waive First Reading and**
32 **Adopt in Second Reading Ordinance #2018-11 - An Ordinance Approving the Annual**
33 **Budget of the Village of Olympia Fields for the 2018-2019 Fiscal Year.**

34 **Roll Call: Ayes (6-0) Motion Carried.**
35

36 **Approve the Appointment of Cynthia Saenz as the Village Administrator with the Salary**
37 **that is in the Budget Retroactive to November 2017 –**

38 **Motion by Trustee Oliver, second by Trustee Pennington to Approve the Appointment of**
39 **Cynthia Saenz as the Village Administrator with the Salary that is in the Budget**
40 **Retroactive to November 2017.**

41 **Roll Call: Ayes (6-0) Motion Carried.**
42

43 **Approve the Budgetary Salary Adjustment for the Finance Director, Betty Zigras**
44 **Retroactive to November 2017 –**

45 **Motion by Trustee Pennington, second by Trustee Oliver to Approve the Budgetary Salary**
46 **Adjustment for the Finance Director, Betty Zigras Retroactive to November 2017.**

47 **Roll Call: Ayes (6-0) Motion Carried.**

1 **John Krull – Chief of Police**
2 **Ordinance #2018-12 – An Ordinance Declaring Certain Property Surplus and Authorizing**
3 **Its Sale and Disposition [First and Second Reading]** – Chief Krull drew the Board’s attention
4 to Page 97 on their i-Pads. He stated that they have work product dated April 16th, 2018. He
5 stated that in front of you is Ordinance #2018-12 - An Ordinance Declaring Certain Property
6 Surplus and Authorizing Its Sale and Disposition. The item in question is a 2002 Honda
7 Motorcycle that was the subject of a law enforcement seizure due to an Illinois Vehicle Code
8 Violation. We don’t have any law enforcement purpose for that. He is asking that the Board
9 approve that the vehicle be auctioned at the South Suburban Mayors and Managers Association
10 Auction on April 24th.

11 **Motion by Trustee Gibson, second by Trustee Oliver to Waive in First Reading and Adopt**
12 **in Second Reading Ordinance #2018-12 – An Ordinance Declaring Certain Property**
13 **Surplus and Authorizing Its Sale and Disposition.**

14 **Roll Call: Ayes (6-0) Motion Carried.**

15
16 **James Landini – Director of Public Works**
17 **2018 Landscape Maintenance at 203rd Metra Parking Lot/Detention Basin and**
18 **Cumberland Court** – Mr. Landini stated that on Page 98 in your Board Packet is a Memo for
19 the 2018 Landscape Maintenance at the 203rd Metra Parking Lot Detention Basin and
20 Cumberland Court. Bids for this year’s Landscape Maintenance Contract were solicited by
21 Public Works. Five Packets were submitted. Bids were open April 4th at 10:00 A.M. Listed are
22 the Bid amounts. Suburban Landscaping, \$6,900.00. Beary Landscape, \$7,000.00. Top Gunn
23 Landscape, \$7,300.00. HL Landscape, \$12,572.00. Carefree Lawn Maintenance, \$19,500.00. Mr.
24 Landini stated that after reviewing the Bids and vetting the contractors, he has decided to award
25 the Bid to Beary Landscape. It is \$100.00 more than Suburban Landscaping. Suburban
26 Landscaping held the contract last year. In his opinion, and possibly the Metra Riders opinions,
27 they did not live up to the standards of Olympia Fields. He let them know that we would not be
28 renewing their contract at this price.

29
30 Mr. Landini stated that Beary Landscape is a large company out of Lockport. They have a lot of
31 Municipalities that they do landscape maintenance for. He got nothing but great reviews from
32 those Municipalities on their work. He is confident that they can provide what we need to the
33 Metro Lot.

34
35 Mr. Landini stated that attached are the Proposals. At the bottom is Beary Landscape’s full
36 Packet. Their insurance exceeds the requirements of the Village. He is asking for the Board to
37 accept Beary Landscape as the contractor for the Metra Lot.

38
39 Trustee Thomas stated that he answered the question that she was going to ask on how he
40 skipped over Suburban Landscaping and going to Beary with the difference. She assumes that he
41 has already documented their lack of performance last year. Mr. Landini stated yes. He felt that it
42 wasn’t up to our standards. She stated that it wasn’t up to our standards. She knows that. Trustee
43 Thomas just didn’t see the documentation.

44
45 Village President Burke stated that on any Bids for anything that we do, he wants to make sure
46 that if there is anyone in the Village that has a business that we would like to employ, that the

1 people get their Bids in. We had one person. Mr. Landini stated that we had one person that
2 picked up a Packet but they did not submit it for the Bid.

3 **Motion by Trustee Pennington, second by Trustee Oliver to Accept the Bid Award**
4 **Recommendation for the 2018 Landscape Maintenance at the 203rd Metra Parking**
5 **Lot/Detention Basin and the Cumberland Court Landscape to Beary Landscaping in the**
6 **Amount of \$7,000.00, Meeting all Specifications as Required Under this Contract.**

7 **Voice Vote: All Ayes Motion Carried.**

8
9 **TRUSTEE REPORTS:**

10
11 **Finance/Planning – Trustee Pennington**

12
13 **February 2018 Financial Statement** – Trustee Pennington stated that tonight he will be
14 reporting on 10-months of activity in our 2017-2018 Budget. He stated beginning with the
15 General Fund, our realized revenue for the month of February was \$646,885.00 against a
16 budgeted figure of \$631,693.00, or 2% favorable to Budget Plan. Our General Fund Expenses for
17 February were unfavorable to Plan. The Village projected February’s expenses at \$425,568.00.
18 Our actual expenses incurred for this period was \$449,103.00, or 5% unfavorable to Budget Plan.
19 Although February expenses actual exceeded Budget Plan, the Village closed the month in
20 surplus status. That amount was \$197,683.00. Our Fiscal Year to Date Actual, Plus Encumbrance
21 for 10-months in the General Fund remains in surplus status at \$219,412.00.

22
23 Trustee Pennington stated that with respect to the Water Fund, water revenue was 22%
24 unfavorable to Plan. The Village budgeted for the sum of \$253,803.00 for revenue and realized
25 \$199,116.00 in actual revenue. Water expenses were 18% favorable to the Budget Plan for the
26 month of February. The Village budgeted the sum of \$195,681.00 for expenses and incurred
27 \$161,029.00 in actual expenses. This resulted in a fund surplus of \$34,652.00. Our Fiscal Year to
28 Date Actual Plus Encumbrance for 10-months in the Water Fund is a surplus of \$129,875.00.

29
30 Trustee Pennington stated that with respect to the Sewer Fund, the Village’s Revenue Budget for
31 February was set at \$132,941.00. The Village realized actual revenue in the amount of
32 \$160,087.00, or 17% favorable to Plan. Sewer expenses were favorable to Plan by 39%. He
33 stated that \$122,786.00 was budgeted for sewer expenses. The Village incurred \$75,217.00 in
34 actual expenses. This resulted in a fund surplus of \$47,569.00 in February. Our Fiscal Year to
35 Date Actual Plus Encumbrance for 10-months is a surplus of \$228,522.00. We continue to trend
36 positively in the Sewer Fund as it relates to the overall Sewer Budget.

37
38 **Treasurer’s Report of Cash Balances** – Trustee Pennington stated that also in your Board
39 Packet you have the Treasurer’s Report of Cash Balances, as well as the cash in the Financial
40 Institutions for February 2018. The latter shows our positioning with respect to the various
41 financial institutions that we have funds deposited into. That sum comes to \$6,642,732.98. We
42 also have the Cash Net of Interfund by Fund. These are the amounts plus the Interfund charges
43 and changes that occurred during the course of the 10-month period, or a monthly period. That
44 figure is \$6,659,963.18.

45
46 **Computer Services Agreement Between the Village of Olympia Fields and Spectrum**
47 **Computer Services** – Trustee Pennington stated that the next item is the contract renewal for the

1 Computer Services Agreement between the Village of Olympia Fields and Spectrum Computer
2 Services. Spectrum Computer Services has served the Village well over the past several years. Its
3 contract is up for renewal at the present time. This is a multiyear, three-year, fee for services
4 contract with terms and conditions consistent with the expiring contract. The only modification
5 of the Agreement is the increase in the number of service hours from five-hours to seven-hours a
6 week. There is no increase in the billable hourly rate. Spectrum Computer Services has served
7 the Village exceptionally well for several years. It is his recommendation to move forward with
8 the continuation of this association.

9 **Motion by Trustee Oliver, second by Trustee Gibson to Move Forward with the**
10 **Continuation of this Association.**

11 **Roll Call: Ayes (6-0) Motion Carried.**

12

13 **Veterans Affairs Commission** – Trustee Pennington stated that our Veterans Event will be held
14 on Saturday, April 28th, from 1:00 P.M. to 5:00 P.M. at the Tim Bradford Barn. We are actively
15 looking to have a grand event. The Chairman of the Veterans Affairs Commission, Mr. Don
16 Ransford, is in the audience. Trustee Pennington welcomed Mr. Ransford. Trustee Pennington
17 stated that if you know a Veteran that lives in the Village, be sure and tell him or her of our
18 event. There will be entertainment and food. We are going to tell War Stories and there will be
19 fellowship.

20

21 **Educational Commission – Trustee Oliver**

22

23 **Educational Commission Update** – Trustee Oliver stated that tonight he had intentions of
24 talking about the Educational Commission’s latest involvement in finalizing our new
25 Educational Commission’s Goals and Objectives, which for the first time will be measurable. He
26 is going to hold off on that since we have held up our guests long enough.

27

28 **Mini Grant Presentation** - Trustee Oliver stated that tonight he would like to talk about the
29 Olympia Fields Educational Commission’s 2018 Mini Grant Awards. The recipients of the
30 awards are in the audience. The goal of the Mini Grant Program is to support and promote local
31 school initiatives that enhance the mission of the School Districts that serve our community to
32 achieve adopted educational goals and objectives.

33

34 All information announcing the 2018 Olympia Fields’ Mini Grants was forwarded to the
35 superintendents of the seven School District entities that serve the students of Olympia Fields. A
36 total of 25 Proposals were received from the Districts as follows:

37

- 38 Matteson (Elementary) School District 162 – Submitted 12 Proposals
- 39 Southland College Prep Charter High School – Submitted 6 Proposals
- 40 Flossmoor (Elementary) School District 162 – Submitted 4 Proposals
- 41 Rich Township High School District 227 – Submitted 1 Proposal
- 42 Chicago Heights (Elementary) School District 170 – Submitted 1 Proposal
- 43 Bloom Township High School District 206 – Submitted 1 Proposal

44

45 This year we did not receive a Proposal from the Homewood-Flossmoor High School District
46 233.

47

1 Trustee Oliver stated that the members of the Educational Commission reviewed and scored each
2 proposal independently, using a pre-developed Rubric, then came together for a joint evaluation
3 process. As a result, the following applicants were selected: Trustee Oliver asked that when the
4 recipients hear their name to come forward.

5
6 Jessica Chin, Matteson 162 (Arcadia). (There was a round of applause). Trustee Oliver stated
7 that Ms. Chin’s proposal targeted the subject areas of Science, Engineering, Technology, Math
8 and English Language Arts. Her proposal would create a Robotics Coding Project utilizing
9 LEGO WeDo 2.0 Robotics Sets to engage students in “hands-on” STEM learning. Trustee Oliver
10 congratulated Ms. Chin. (There was a round of applause).

11
12 Ms. Chin thanked the Village of Olympia Fields and the Board of Trustees. She is so excited to
13 have this opportunity. She also thanked her Administration, Mrs. Healy, Mrs. Ransford, and Mr.
14 Howard who isn’t here, and her family who came too. Trustee Oliver asked her family to please
15 stand. (There was a round of applause). Ms. Chin stated thank you for your support and
16 encouragement. She is so excited. They got their LEGOS. They got the sets. The kids are ready
17 to start learning how to code, how to build robots, and how to use this to enhance their 21st
18 Century skills. She stated thank you so much for investing in our students at Arcadia Elementary
19 School. They are our future scholars and leaders. (There was a round of applause). Village
20 President Burke stated that this is our recipient’s first year teaching. (There was a round of
21 applause).

22
23 Trustee Oliver stated next is Mary Gray from Rich 227 (Rich Central). (There was a round of
24 applause). Trustee Oliver stated that Mrs. Gray’s proposal targeted the subject area of Health
25 Science. Her proposal will expand and enhance current technical training in the practice of
26 Phlebotomy, which is drawing blood, as well as blood testing and typing through the purchase of
27 phlebotomy hands, testing and typing kits. Students will engage in the complete process from
28 obtaining the blood specimen through testing and reporting. Trustee Oliver congratulated Mrs.
29 Gray. (There was a round of applause).

30
31 Mrs. Gray thanked the Committee Members, as well as the Village of Olympia Fields for
32 continually supporting the Healthcare Pathway at Rich Central High School. She stated that we
33 have about 75-students that are currently taking classes in the Healthcare Pathway. We have two
34 blood drawing arms right now. She stated that with the two hands we will be able to allow the
35 students to learn how to draw blood in the arm, in the hand, and practice what it would be like to
36 simulate some blood typing tests on patients as if they were an actual patient. Healthcare is one
37 of the fastest growing industries in the United States. It is imperative that we teach our students
38 the skills necessary to allow them to be successful in those professions. She thanked the Village
39 for their support. You have supported us in the Hospital Shadowing Program that we did this
40 year. She hopes that we can continue to work together, and that you will continue to support our
41 programs. Mrs. Gray stated thank you very much. (There was a round of applause).

42
43 Trustee Oliver stated next is Angela Foushi. (There was a round of applause). Trustee Oliver
44 stated that Ms. Foushi is from Chicago Heights District 170 Kennedy School. She teaches fourth-
45 grade. Her proposal targeted the subject areas of Science, Math, Technology, Language Arts and
46 Character Development. Her proposal will create and utilize Science Learning Centers that will
47 allow students to develop and practice Reading, Science, Engineering and critical thinking skills,

1 while also fostering independence and team building. Trustee Oliver congratulated Ms. Foushi.
2 (There was a round of applause).

3
4 Ms. Foushi stated that she wanted to share some of the photos and things that the students wrote.
5 Ms. Foushi stated thank you very much. The kids were so excited. They have been building, and
6 working, and doing all kinds of things. Thank you very much. (There was a round of applause).

7
8 Trustee Oliver stated that on behalf of the Village of Olympia Fields, the President and the Board
9 of Trustees, thank you all for the hard work that you do with our kids, our future leaders. Thank
10 you so much. (There was a round of applause).

11
12 Village President Burke stated congratulations to all of you. Hopefully, you will apply next year
13 and come up with something new and greater.

14
15 Trustee Oliver stated that he would be remiss if he didn't recognize some of the Educational
16 Commission Members that are in the audience. We have Dr. Delores Woods, Don Ransford, and
17 Fred Veazey is our Chairperson. (There was a round of applause).

18
19 **NEW BUSINESS:**

20
21 **Park District** - Trustee Matz stated that she wanted to recognize our new partnership with the
22 Park District since she is the Liaison with the Park District. She stated that dealing with
23 economic development, everybody knows that our Park Districts are our heartbeat of the
24 community. They bring in new faces. They have programs. They bring in people who are going
25 to see the beauty of Olympia Fields, and hopefully we can capture them and warm their hearts to
26 the point that they might want to bring businesses to our community, as well as live here. She is
27 excited about having a partnership with the Park District and attending their meetings and seeing
28 how we can merge the Village and the Park District together for future endeavors.

29
30 Village President Burke stated that it is consistent with what he was saying earlier about bringing
31 people into the Village. There are programs that the Park District already has going on. That,
32 along with some of the things that we are going to do.

33
34 Trustee Hudson stated that sometime ago, we had Certificates that we would give to businesses
35 like we do with the residents for the most beautiful houses. We want to recognize the businesses.
36 The Beautification Committee is in the process of identifying all of the businesses that we have.
37 They are going to send them a letter as to how we will identify those that will be receiving a
38 Certificate. We are working on that project.

39
40 Village President Burke stated that keeping the Village beautiful is definitely a part of what we
41 want to do to drive economic development. Recognizing those businesses that do an outstanding
42 job of keeping their landscape up and looking really nice is something that we want to do.

43
44 **Arbor Day and Earth Day** – Village President Burke inquired of Trustee Hudson whether or
45 not there is an Arbor Day set up. Trustee Hudson stated yes, Arbor Day and Earth Day as well.
46 The Beautification Committee will be planting a tree across the street from 52 Graymoor. It will
47 be held on April 27th in the morning.

1 **RESIGNATIONS AND APPOINTMENTS:**

2

3 **Appointment – Sandra Finley to the Community Relations Commission** – Village President
4 Burke stated that he has an Appointment of Sandra Finley to the Community Relations
5 Commission. She lives in Wysteria. She is the President of the League of Black Women. She is
6 very active in Chicago and all over the United States in helping women to break that glass
7 ceiling. She is a graduate of Loyola University. She will be joining the Community Relations
8 Commission.

9 **Motion by Trustee Pennington, second by Trustee Oliver to Approve the Candidacy of**
10 **Sandra Finley to the Community Relations Commission for a Term Continuing Until a**
11 **New Appointment is Made by the Village President.**

12 **Voice Vote: All Ayes Motion Carried.**

13

14 **Resignation – Albert Riley, Jr. from the Finance Committee** – Village President Burke stated
15 that there is a Resignation of Albert Riley, Jr. from the Finance Committee. He sent a letter
16 asking that he be able to resign. It is in your Packet.

17 **Motion by Trustee Pennington, second by Trustee Matz to Accept the Resignation of**
18 **Albert Riley, Jr. from the Finance Committee, and Authorize a Letter to be Sent on Behalf**
19 **of the Village Board of Trustees.**

20 **Voice Vote: All Ayes Motion Carried.**

21

22 **ADJOURNMENT:**

23

24 **Motion by Trustee Pennington, second by Trustee Oliver to adjourn the Board Meeting at**
25 **8:15 P.M.**

26 **Voice Vote: All Ayes Motion Carried.**

27

28 **Respectfully submitted by Faith Stine.**

29

30

31

32

33

34

35

36

37

38