



1 **Tree Program** – Dr. Ivry Hobbs stated that he is a new resident in the Village. He  
2 attended the Reception for the new residents and the meeting of the Presidents of the  
3 Homeowners Associations. He stated that it was very enlightening. Dr. Hobbs stated that  
4 he found out today that the Village provides trees to all of the residents. He believes that  
5 it is two-trees per year. He stated that there was a rescinding of the two-trees this year  
6 because of the dryness. He inquired of the Board whether or not that is correct. Trustee  
7 Pennington stated that the reason it was rescinded is correct. Dr. Hobbs stated that his  
8 proposal is that since the two-trees were rescinded this year, he inquired whether or not  
9 for compensation in 2012, the residents could receive four-trees.

10  
11 Village President Meyers-Martin stated that the Village doesn't actually provide the trees.  
12 It is a Tree Sharing Program.

13  
14 Administrator Mekarski stated that it is a 50/50 Tree Program for residents. They have a  
15 limited number of trees. The Beautification Committee works with the Village Board to  
16 Budget for the trees. They are designated for replacement trees within the public right-of-  
17 way adjacent to the street. He stated as an example, if Dr. Hobbs had to remove an Ash  
18 Tree because it was diseased, Dr. Hobbs could apply for the installation of a street tree on  
19 a shared cost basis, a 50/50 cost basis. There are a limited number of trees. The Village  
20 does not Budget for two-trees per resident per year. There are only a certain number of  
21 trees that are budgeted in any given year. He stated that he didn't know how many trees  
22 were budgeted for this year.

23  
24 Trustee Pennington stated that because the program was suspended the Village didn't  
25 budget anything for it.

26  
27 Trustee Gibson stated that it is unfortunate that Trustee Ormsby who is the Liaison to the  
28 Beautification Committee is not here this evening. She would have more definite  
29 information. She stated that it is incorrect to think that the Village supplies two-trees for  
30 every resident. She stated that is not the way that it works.

31  
32 Dr. Hobbs inquired of the Board how one gets the correct procedural operation of how  
33 you are going to get a tree or trees. He inquired of the Board who pays for the other 50%.  
34 Administrator Mekarski stated that the Village pays 50% and the resident pays 50%.

35  
36 Dr. Hobbs stated that he would like to be on that program. Administrator Mekarski  
37 suggested that Dr. Hobbs provide him with his name, phone number, and address.  
38 Administrator Mekarski will forward that information to Trustee Ormsby and the  
39 Building Commissioner who works with Trustee Ormsby to implement that program. He  
40 stated that due to the fact the program was suspended, Trustee Ormsby may be going to  
41 the Budget Committee asking for a higher allocation than what we received in typical  
42 years to try to catch up for the suspension of the program this year. It is subject to  
43 resources available. It is ultimately the final decision of the Board on that request by a  
44 formal vote on the Budget.

1 Village President Meyers-Martin stated that typically those trees are delivered in the fall.  
2 She stated that Dr. Hobbs needed to get in touch with the Village to state his interest in  
3 participating in the program well before the fall.

4  
5 Trustee Gibson stated that normally it is advertised. It is advertised in the newsletter and  
6 other sources around May and June so that residents can prepare if they are interested.  
7 Usually, the trees are delivered around August.

8  
9 Dr. Hobbs stated that he was informed, and he is hoping that it is not true that two of his  
10 trees are dead. He would like to be a member of the program to re-beautify his yard. Dr.  
11 Hobbs thanked the Board for allowing him to express his concerns to the Board.

12  
13 **Entrance to Saint Andrews Drive** – Dr. Hobbs stated that his other concern is on  
14 Western Avenue; the entrance to where he lives is Saint Andrews Drive. He resides in  
15 The Greens. He has experienced, especially at nighttime that it is difficult to make a left-  
16 hand turn and sometimes a right-hand turn into Saint Andrews Drive. The cars behind  
17 you are going at a fast pace that they almost go into the ditch because it is one-lane going  
18 south and one-lane going north. He stated that if you are going over the speed limit, or  
19 the speed limit, sometimes it is kind of hard for the cars to brake. He believes that it is an  
20 accident about to happen. He suggested putting Stop Signs up at the intersection of  
21 Western Avenue and Saint Andrews Drive.

22  
23 Trustee Gibson stated that Western Avenue doesn't belong to the Village. Administrator  
24 Mekarski stated that it is a State Road. It is unlikely that the State would authorize a Stop  
25 Sign at that intersection due to the proximity of the traffic signals at Joe Orr Road and  
26 Country Club Drive. He stated that it wouldn't warrant it from a traffic analysis. He  
27 stated that Trustee Gibson is here this evening. She is the Liaison to the Public Safety  
28 Committee. He stated that if it is an issue of speeding or indiscriminate driving, which  
29 may cause some safety concern, that's an issue that she can bring up to the Public Safety  
30 Committee and to Chief Chudwin. He stated that the Village can increase its patrols there  
31 in the evening.

32  
33 Administrator Mekarski stated that if it is an issue of lighting, he didn't know if there are  
34 Commonwealth Edison lights at the intersection. He stated that we had the same issue  
35 down the road entering into Olympia Fields East. In that situation the Village had the  
36 light fixtures revamped to provide more luminosity and more visual lighting to the  
37 intersection for safety. He stated that we can look into both of those issues.

38  
39 Dr. Hobbs stated that his greatest hope is that there would be a notification to the Safety  
40 Committee and the people that we need to talk to about recommending a Stop Sign being  
41 there. He stated that even if they don't do it they will be notified, and maybe there could  
42 be some type of counting of accidents or disturbances that happen at that particular  
43 intersection.

44  
45 Dr. Hobbs stated that the illumination or the lighting would be a deep concern also  
46 because it is very dark on Western Avenue during the nighttime.

1 Administrator Mekarski inquired whether or not there is an existing light at that  
2 intersection right now from Commonwealth Edison. Dr. Hobbs stated that he didn't think  
3 so. Trustee Gibson stated that the only lighting is the entrance signs for The Greens. Dr.  
4 Hobbs stated that the lighting that they have in The Greens, the light on the right side is  
5 dim or flickering. The light on the left side is on but it is dim. He stated that could be  
6 enhanced a whole lot. Dr. Hobbs thanked the Board for hearing him. He has a couple of  
7 other things, but he will bring those items at the next meeting because he doesn't want to  
8 take up too much time this evening.

9  
10 Trustee Gibson stated that she is the Liaison for the Public Safety Committee. She will be  
11 happy to bring this up to the Chief and to the police department for them to make a study  
12 in that area. She stated that we have not ever had any concerns about that area in all the  
13 time that The Greens has been there. She will bring that up to Chief Chudwin and to the  
14 Public Safety Committee to see what else they can do.

15  
16 Trustee Gibson stated that the entrance signs for The Greens are owned by the  
17 Homeowners Association. She stated that if those lights are not bright, that is the  
18 responsibility of the Homeowners Association.

19  
20 Village President Meyers-Martin thanked Dr. Hobbs for coming forward and making  
21 those comments. She had stated at the New Residents Reception that the Board Meeting  
22 is a good forum to do that, because you get to speak to everyone that is involved.  
23 Village President Meyers-Martin closed Communications and Petitions at 7:21 P.M.

24  
25 **FINANCE:**

26  
27 **2011 Fiscal Year End Report & 2012 First Quarter Report – Don Theobald, Village**  
28 **Treasurer** - Trustee Pennington stated that in an effort to bring strong financial reporting  
29 to the residents and to the Board, on behalf of the Village he had discussed with the  
30 Village President in the spring about formulating a strategy with respect to financial  
31 reporting. He stated that the Village Treasurer, Don Theobald, will give a presentation on  
32 the 2011 Fiscal Year End Report and on the First Quarter of 2012.

33  
34 Mr. Theobald stated that as Trustee Pennington, the Finance Chairman indicated, it's our  
35 goal to communicate to you on a quarterly basis the information that he will cover this  
36 evening. Mr. Theobald presented a PowerPoint Presentation. He stated that the  
37 Treasurer's Report would be covering the first quarter of Fiscal Year 2012. The intention  
38 is that the Board will receive a report the month after a quarter ends. The next quarter  
39 ends October 31<sup>st</sup>. In November or December the Board will receive a Quarterly Report.  
40 The report provides a summary of the cash that is being held in each financial institution.  
41 The total is \$8,182,745.42 as of July 31<sup>st</sup>. The information presented in the Treasurer's  
42 Report means that it has gone through the normal process in the Village Hall of  
43 transactions being recorded by Cindy Saenz. His team reviews the data. They perform a  
44 fiduciary type analysis. They look at the bank reconciliations to make sure that the bank  
45 information agrees with the books of the Village. In this instance they finished the  
46 reconciliations at the direction of Cindy Saenz.

1 Mr. Theobald stated that the next document is a pie chart that helps to enhance your  
2 understanding of where the Village's funds are. The Illinois Fund represents just under  
3 half of the Village's deposits. That is followed by Charter One for 16.25%. The other  
4 institutions listed hold a much smaller percentage. Their discussion with Cindy is  
5 ongoing to make sure that they have the right number of deposits serving the Village. He  
6 stated that you don't want to ever have too many, but at the same time you want to have  
7 sufficient amounts and sufficient deposits on hand to make sure that you are complying  
8 with the statutes and the local Ordinances.

9  
10 Mr. Theobald stated that the next schedule breaks that same information down by your  
11 funds of the Village. On the left-hand side is the name of the Fund, "General, Water,  
12 Sewer," on down the line with the amount in the first column being the amount of cash in  
13 the bank as recorded on the General Ledger of the Village. The next column is a function  
14 of the accounting for the various payments of various funds that is done through the  
15 General Fund. This is always cleared up and repaid immediately after the close of the  
16 month. The General Fund paid \$92,000.00 of other bills on behalf of the other funds.  
17 That will be replenished once Cindy Saenz can make the actual cash transfers.

18  
19 Trustee Pennington stated that the figures that are in parenthesis indicate that Fund has  
20 already been reimbursed.

21  
22 Mr. Theobald stated that for instance, in looking at the Water Fund, the \$10,137.00 is an  
23 amount that is owed to the General Fund. It is included in that \$92,065.00 figure. The  
24 bottom line is a zero. It is a zero sum. He stated that between the funds that have  
25 parenthesis that owe the General Fund, and the General Fund is a positive, which is  
26 holding the receivable from the other funds. The total on the far right-hand column  
27 represents the entire position. He stated that Interfunds are very temporary. The General  
28 Fund has \$2,500,000.00 in cash, plus the \$92,000.00 that is due, is approximately  
29 \$2,600,000.00. They present that so the Board knows exactly what the liquid portion of  
30 that fund is as of July 31<sup>st</sup>.

31  
32 Mr. Theobald stated that the next slide is a graphic presentation of that same information.  
33 It shows where most of the cash is being held in which fund. The General Fund has just  
34 over \$2,500,000.00. The Water Fund is just under \$3,500,000.00 and so on. He stated  
35 that is the end of the First Quarter Report. In the future they will highlight any special  
36 events that are taking place that might be of merit for the Board to understand besides just  
37 showing the cash position in each quarter. He stated that if the Board has any feedback as  
38 to what they would like to see in the report, they would like to include that as well.

39  
40 Mr. Theobald stated that next is the Summary of Financial Results. He stated that the  
41 audit for the Fiscal Year 2011 is complete. The auditing firm of Sikich, Gardner will be  
42 making a presentation to the Board at the first Board Meeting in November. He stated  
43 that this information has been subject to audit. He stated that audits generally produce  
44 adjustments to the records, and these numbers that are being presented are inclusive of  
45 those adjustments. Mr. Theobald stated that this is a high level overview that produces a  
46 sense of just where the Village stands in the big picture. This indicates the General Fund,

1 and next to it are the Water Fund and the Sewer Fund. Fiscal Year 2011 ended with  
2 revenues of \$5,424,168.00. There were expenditures of just over \$5,000,000.00. There is  
3 a net amount of \$333,963.00 to the good. This presentation focuses on what does that do  
4 to the Village's Fund Balance. The beginning Fund Balance is \$2,936,899.00 together  
5 with the increase previously mentioned, which leaves an ending Fund Balance on April  
6 30<sup>th</sup>, 2011, of \$3,270,862.00. The schedule shows the activity in the Water Fund and the  
7 Sewer Fund. The ongoing concern in the Water Fund and the Sewer Fund is looking at  
8 the operations and trying to achieve a positive result. Revenues in the Water Fund were  
9 \$1,100,000.00 less the expenditures of \$1,345,000.00 leaves a deficiency of \$191,518.00  
10 with some minor non-operating revenues of \$22,955.00. That results in a change of a  
11 negative \$168,000.00 when subtracted from your beginning balance of \$3,300,000.00  
12 leaves an ending balance of approximately \$3,200,000.00.

13  
14 Mr. Theobald stated that the Sewer Fund started with a higher deficiency of \$322,000.00  
15 but has more non-operating revenue that makes the net change to a deficiency of  
16 \$144,226.00. The ending balance is \$2,032,982.00.

17  
18 Mr. Theobald stated that there are approximately 10 plus funds that are called "Non-  
19 Major Funds." Collectively, they represent a little less than \$1,000,000.00 in revenue. He  
20 also provided the same information for 2010. The General Fund in 2010 had \$507,287.00  
21 comparing it to the \$333,000.00. The Water Fund had a deficiency of \$228,795.00. It is a  
22 little bit more than the \$168,000.00. The Sewer Fund just about broke even with a  
23 \$10,920.00 deficiency. It is a \$144,000.00 deficiency at the end of 2011.

24  
25 Mr. Theobald stated that the next slide is an overview of where the Village stands and it  
26 gives the highlights of the results for 2011. It gives a quick overview of the General Fund  
27 from a budgetary comparison. The same information is shown for the General Fund. The  
28 only addition is a Budget Column and a Variance Column. The revenues of  
29 \$5,424,000.00 exceeded the Budget of \$5,179,000.00 to the amount of \$244,589.00. He  
30 stated that on the expenditure side, the Village's expenditures of \$5,090,205.00 exceeded  
31 the Village's Budget by about \$70,000.00. He stated that if you go to the Variance  
32 Column, to the bottom number, the net, the Village was in excess of Budget in a positive  
33 manner by \$174,207.00. In the Budget Column the Village was planning on having an  
34 excess of \$159,756.00. The Village had \$174,000.00 more or \$333,963.00. He stated that  
35 from a planning perspective the Village has always taken a very conservative approach  
36 and this demonstrates that.

37  
38 Mr. Theobald stated that the name of the next slide is "Months in Fund Balance  
39 Calculation." This shows how many months of expenditures are in the Village's Fund  
40 Balance. It is a liquidity measure. It is a measure of financial health for Villages. He took  
41 the General Fund Expenditures from the actual results for 2011 of \$5,090,205.00. The  
42 Ending Fund Balance is \$3,270,000.00. He put an Adjusted Fund Balance there because  
43 it is relevant in the Water Fund and in the Sewer Fund. The calculation for Months in  
44 Fund Balance is you take your expenditures divided by 12. You figure out what you  
45 spend in a month. Then you divide that into the Ending Fund Balance to see how many  
46 months you have. He stated that you have eight-months, or you have a reserve of eight-

1 months or just over a half a year which is pretty good financially. He believes that is  
2 where a lot of Villages would like to be. He stated that it is not excessive by any means.  
3 He stated that the Water Fund and the Sewer Fund are quite different. Those are more  
4 acting as a business. Those are funds that make investments in the Water System and in  
5 the sewer lines. Mr. Theobald stated that what happens to the Fund Balances, he makes  
6 an adjustment for the Village's System. What the Village has invested in net of the debt.  
7 The remaining Fund Balance he calls an "Adjusted Fund Balance" and it is more the  
8 liquid fund balance of that fund. This demonstrates that the Water Fund has 14-months of  
9 expenditures in the Fund Balance, just a little over a year. The Sewer Fund has exactly  
10 12-months or exactly one-year. The point is to monitor this on a consistent basis to see  
11 where it goes. It is a measure that the Village spoke of in some of our long-term planning  
12 that we had gone through. There were some benchmarks that were informally established  
13 but certainly considered when the Village did the long-range planning. The numbers are  
14 slightly above what the targets were.

15  
16 Mr. Theobald stated that in the next slide he scheduled the last 10-years tax rates and the  
17 Village's 2010 has a footnote. The tax rate which was recently released for the Village  
18 for 2010, last year's levy is 1.116%. Mr. Theobald prepared another chart. The last tax  
19 rate that he just mentioned was slightly above last year. The Village's tax rate has been  
20 frozen and this is the last of the frozen years. The reason for the little bit of an increase  
21 which is just under 5% is due to one of the Village's Debt Service Requirements. One of  
22 the Bond Issues just went up a little bit and that would cause the total tax rate to go up.  
23 The capped portion of the Village's tax rate was flat. It has been flat for 2007, 2008, and  
24 2009. The Referendum preceded that. It was fairly flat for several years before that. He  
25 stated that usually you see bumps, raises and drops. This is pretty much a flat line until  
26 the Village agreed it needed a Referendum. Subsequent to that it has been a flat line as  
27 well. He stated that the Village should be receiving tax monies in the next month or so.

28  
29 Administrator Mekarski stated that he wanted to emphasize for the audience that the  
30 Referendum that took effect in 2007 was the voice of the people. It required the majority  
31 vote of the residents. Over 60% of the residents supported the Referendum. That was in  
32 part because of this Board's communication with the residents through the 2030 Plan and  
33 communicating that in the newsletters, and in our public information campaign so that  
34 residents clearly knew that they had to make a conscious decision to manage this  
35 community's quality of life, and in essence prepare for long-term sustainability. He stated  
36 that it was very wise in light of what happened in 2008 with the Recession. It is one of  
37 the reasons why this community has a better Bond Rating from Standard & Poor's than  
38 the United States of America.

39  
40 Trustee Waite inquired whether or not the Village has the lowest rate of any of the  
41 Villages around it. Administrator Mekarski stated that he didn't know if it was the lowest,  
42 but it is one of the lowest.

43  
44 Mr. Theobald stated that the actual tax rate is just over 1.116. He has done several  
45 benchmarks of various Villages in the south suburbs. He stated that seeing a 2. or a 3. tax

1 rate is pretty much the middle of the pack with higher ones going above that and lower  
2 ones going below that. He stated that this is a lower than average tax rate.

3 Administrator Mekarski stated that there are communities on our border that are hovering  
4 at 5%.

5  
6 Trustee Pennington believes that this demonstrates how we as your Village's  
7 Administration takes very, very seriously the handling of funds and at the same time  
8 maintaining the quality of living that we enjoy here in the Village of Olympia Fields. He  
9 stated that he can't over emphasize the fact that we are in a deep, deep Recession. Some  
10 economists would say that we are in a minor Depression. The Village has still sustained  
11 itself in light of that. The Village still maintains its AAA Bond Rating. The Village is  
12 only one of eight-Municipalities in the entire State of Illinois that has a AAA Bond  
13 Rating, and it is only one of 169 in the entire Nation. He stated that says a lot about what  
14 this Administration does. We take this very, very seriously because we know that the  
15 residents expect that of us.

16  
17 Village President Meyers-Martin stated that going back to the investments where Mr.  
18 Theobald has Charter One and Seaway, just fewer than 50% of those investments are  
19 Illinois Funds. She asked Mr. Theobald to expand upon what Illinois Funds are and how  
20 their investment rate differs from the lenders that are listed there. She believes that is  
21 important to know.

22  
23 Mr. Theobald stated that Illinois Funds is an investment spot where Villages are given an  
24 opportunity to invest where monies are pulled together. They are brought together as a  
25 power of investing monies. This was done several years ago. It provides for a secure  
26 investment through the State Treasurer's Office. It provides a return that has been  
27 typically at or above the local return that you might get at your local banks. Most  
28 Villages take advantage of it to the extent that there is usually a significant sum that is  
29 invested in the fund. The Village also has money at the IMET which is another similar  
30 type fund where monies are congregated and invested together to provide a better return.  
31 The IMET is producing a return. Most banks we are talking 10, 20 basis points, less than  
32 a quarter percent of interest. He stated that the Illinois Funds is just under 50% and  
33 IMET is just under 10%. With those two funds the Village has 60% of its deposits  
34 providing a return. He stated that is very prudent. The banks are probably paying a rate of  
35 return but he would say that it is negligible. Typically, he advises his clients to request a  
36 "No Interest Account" because you are insured at a higher level and there is never a limit.

37  
38 Administrator Mekarski stated that the Village was able to maintain the Standard &  
39 Poor's rating all through the Recession from 2008, 2009, 2010 and 2011. He stated that is  
40 probably an exclusive club and a lot less than the 169 that have the AAA Rating. He  
41 stated that in large part they recognized the 2030 Plan where we modeled, and to the  
42 credit of our Treasurer who is the architect of that model, contained 50 to 100 various  
43 spreadsheets that interrelate with each other. It models every single revenue and every  
44 single expenditure for 30-years out. It uses the best hypothesis and the best educated  
45 guess we can about growth, water consumption, capital improvements and depreciation.



1 That's how this Board set its Budget and its Financial Plan. He stated that it is a  
2 remarkable achievement and you should all congratulate yourselves.

3  
4 Trustee Pennington stated that financial algorithms are what they use.

5  
6 Village President Meyers-Martin stated that when she and Trustee Pennington had that  
7 conversation back in the spring, they felt it was important to have a report from the  
8 Treasurer because we have such a positive fiscal place and we want to remain there. She  
9 stated that we want to track that. She stated that we appreciate that. She thanked Mr.  
10 Theobald for coming out this evening.

11  
12 Trustee Pennington stated that Mr. Theobald is to be commended on his report. It was  
13 right on point. Village President Meyers-Martin stated absolutely.

14  
15 **Finance Committee Meeting** – Trustee Pennington stated that on Thursday, October  
16 27<sup>th</sup>, Sikich, Gardner will give a presentation to the Finance Committee on the audit.  
17 Sikich, Gardner will make the same presentation to the Board at the Board Meeting on  
18 November 14<sup>th</sup>. He encouraged the residents to attend the Board Meeting on November  
19 14<sup>th</sup> to hear the presentation regarding the audit. He stated that the presentation goes in  
20 depth to the true financial picture of the Village.

21  
22 **BUILDING:**

23  
24 **Update – 20000 Governors Highway – Demolition of Former Governor's Restaurant**  
25 **Building** – Village President Meyers-Martin stated that Trustee Ormsby is not here this  
26 evening. Trustee Ormsby planned on updating the Board on the Governors Highway,  
27 Governor's Restaurant Building which the Village has been trying to get demolished. The  
28 Village is waiting for ComEd to sign-off on that before the Village can proceed. She  
29 stated that is the last step in that process. She hopes that happens sooner rather than later  
30 because the Village has been dealing with this building for a very long time.

31  
32 Village President Meyers-Martin stated that she spoke with Toni Eberhardt who is the  
33 Village's Representative from ComEd. Village President Meyers-Martins believes that  
34 there are some issues with the lines and that is why ComEd has not signed off yet.

35  
36 **PLANNING:**

37  
38 Trustee Oliver stated that he did not have a formal report this evening.

39  
40 **PUBLIC WORKS:**

41  
42 **203<sup>rd</sup> Street Metra Parking Lot & Bike Path – Snow Removal Bid Recommendation**  
43 **and Award** – Trustee Waite stated that he just has one item on the Agenda this evening  
44 regarding the 203<sup>rd</sup> Street Metra Parking Lot and Bike Path, the snow removal Bid. He  
45 stated that the Village had three-bidders. One Bid was for about \$16,000.00. Another Bid  
46 was for \$20,000.00. The high Bid was a little over \$33,000.00. The low Bid was from

1 Camelot Homes which is currently doing the snow removal. The Village has experience  
2 with them.

3 **Motion by Trustee Pennington, second by Trustee Nale to accept the**  
4 **recommendation from Joe Alexa, Director of Public Works to award the 2011/2012**  
5 **Snow Removal Contracts for the 203<sup>rd</sup> Street Metra Parking Lot and the 203<sup>rd</sup>**  
6 **Street Bike Path System to Camelot Homes, in the amount of \$15,960.00; and**  
7 **further authorize the Village President to execute Contractual Documents therein.**

8 **Roll Call: Ayes (5-0) Motion Carried.**

9  
10 **HUMAN RESOURCES:**

11  
12 **Video From IRMA** – Trustee Nale stated that she did not have a formal report this  
13 evening. Trustee Nale stated that she wanted to announce that a video from IRMA has  
14 been scheduled for all departments entitled “The Risk is in the Routine.” The schedule  
15 for viewing the video has been sent to all of the departments. This is a new video from  
16 IRMA’s library. Each department will have three working days to evaluate the video. The  
17 video has to be returned to IRMA no later than November 2<sup>nd</sup>. Trustee Nale requested  
18 that the video be returned to her mailbox in the administrative area on that date.

19  
20 **PUBLIC SAFETY:**

21  
22 Trustee Gibson stated that she did not have a formal report this evening. Trustee Gibson  
23 stated that after speaking with Chief Chudwin and Deputy Chief Kickert, everything has  
24 been very quiet in the Village since the last Board Meeting. There have been no serious  
25 incidents to report.

26  
27 **REPORT OF VILLAGE ADMINISTRATOR:**

28  
29 **Discussion Only – SouthCom 911 Surcharge Referendum** – Administrator Mekarski  
30 stated that the first item is an update on our discussion regarding the SouthCom initiative  
31 to consider a 911 Surcharge Referendum. Administrator Mekarski stated at the last Board  
32 Meeting that the State has lifted the cap for 911 Surcharges. There is an opportunity for  
33 local governing units to consider shifting the General Fund burden, or the taxpayers’  
34 burden in operating that to the users. The Village provides about a Quarter Million  
35 Dollars of tax funds to maintain the 911 System for a total Budget of \$340,000.00.

36  
37 Administrator Mekarski wanted to illustrate one point of why this whole rationale makes  
38 sense. There are about 1,800 homes or taxpayers in the Village. He stated that when you  
39 look at the revenues that are coming in from the surcharges and you divide it by the  
40 monthly charge that is currently in effect there are 33,600 lines. All of the lines that are  
41 assigned to institutions like the hospital, schools, Governors Office Park, commercial  
42 offices, medical offices and retailers have multiple lines. He stated that they are worth  
43 subsidizing those lines by having such a large portion of the taxpayers’ dollars, the 1,800  
44 homes, supporting 33,600 lines. The strategy that SouthCom is trying to achieve is to  
45 make sure the operations are being shifted, and those with more phones pay for multiple  
46 lines and multiple surcharges and that lessens the burden of the residential taxpayer.

1 Administrator Mekarski stated that all of the communities are evaluating their final  
2 proposed Referendum amount. They are going to target somewhere between 75% to  
3 100% allocation. If they propose a Referendum amount to collect 75% of the total  
4 revenues for that community, 25% of the operation will still be maintained by their  
5 General Fund.

6  
7 At the last Board Meeting Administrator Mekarski submitted a chart showing what the  
8 proposed targets would be to change our subsidy from its current subsidy right now to  
9 50%, 75%, or 100% of the cost. He stated that it is critical that we begin an analysis of  
10 this at the Finance Committee level. In the Board Packet is a Memorandum from Judith  
11 Kolman to John Murphey describing the dates that we have to set the Referendum by and  
12 the skeleton of language that would be required to be placed on our local ballot. A similar  
13 framework and language would have to be passed by the Village of Park Forest, the  
14 Village of Matteson and the Village of Richton Park.

15  
16 Administrator Mekarski stated that SouthCom has budgeted about \$5,000.00 for a public  
17 information campaign regarding this issue. The Village can't campaign for the  
18 Referendum. The Village can provide the public with information about the Referendum;  
19 How monies are currently being utilized today; What portion of the General Fund  
20 subsidy they are paying for today; And alternatives they could have by voting for a  
21 Referendum to shift that surcharge to the user rather than the taxpayer. SouthCom will be  
22 meeting with a videographer this week to scope out a video information publication  
23 which would be about five or six-minutes. That would accompany various newsletters  
24 and discussions that the SouthCom Communities would have with the area Homeowners  
25 Associations.

26  
27 Administrator Mekarski will keep the Board informed of the progress of the discussions  
28 between the three-communities. He will work with Trustee Pennington on a schedule for  
29 his Finance Committee to begin an analysis so that they can give a recommendation back  
30 to the Board.

31  
32 Village President Meyers-Martin stated that once that analysis is completed, it will be  
33 brought back to the Board for a decision. The Memo from Judith Kolman states that the  
34 Village must make a decision before January 3<sup>rd</sup> in order to adopt an Ordinance to submit  
35 it for the Referendum.

36  
37 Trustee Nale inquired of Administrator Mekarski whether or not this includes each land  
38 phone that you have. She inquired that if she has three-lines in her house would she have  
39 to pay \$10.00 per month. Administrator Mekarski stated yes, it does. It would be shifting  
40 it to a surcharge per landline. He stated that if the hospital, or a school, or an office has  
41 100-phones, by maintaining well over 75% of our operation with General Funds, we are  
42 asking our 1,800 homeowners to largely pay for the operation. It is a policy question that  
43 the Board can deliberate on. SouthCom's proposition is that it may be more equitable to  
44 insure that those who have more phone lines pay for the SouthCom operation. He stated  
45 that if a business has 100-phones, they have 100-surcharges.

1 Trustee Nale inquired of Administrator Mekarski whether or not that includes all of the  
2 businesses in the area. Administrator Mekarski stated that currently it appears that we  
3 have 33,600 lines that are being surcharged under our current dollar amount. That is  
4 every business, every institution and every retail establishment. Trustee Nale inquired of  
5 Administrator Mekarski whether or not it included hospitals and business offices.  
6 Administrator Mekarski believes that it does include the hospitals. He stated that it  
7 includes business offices. The cell lines are not regulated locally. The cell lines are  
8 regulated by State Statute. The actual charge for cell lines are set by State Statute at 58-  
9 cents. He stated that is typically lower, because when a homeowner drops their landline,  
10 typically there is a cell phone that is issued to everyone in the household. That surcharge  
11 is multiplied.

12  
13 Administrator Mekarski stated that he will keep the Board posted on this. It will require a  
14 considerable amount of deliberation. He will have more information to share with the  
15 Board as time goes on.

16  
17 **VOF/OFCC Water & Road Improvements Project – Repair of Colony Road with**  
18 **Residual Bond Proceeds** – Administrator Mekarski provided the Board with a Revised  
19 Staff Report. Administrator Mekarski stated that he forwarded the proposed Motion to  
20 the Village’s Bond Counsel, Shanahan & Shanahan. He stated that there are no revisions  
21 to the Staff Report. The Revised Staff Report contains the changes made to the Motion by  
22 Jim Shanahan. He stated that this is a required action by the Board. Greg Kamplain from  
23 Robinson Engineering is present this evening to give the Board any specifics about the  
24 elements of these projects. The Village’s \$2,845,000.00 Public/Private Partnership, the  
25 Olympia Fields Country Club/Village of Olympia Fields Bond to do both water and road  
26 improvements for both the Country Club and the Village had a 10% contingency for  
27 every construction element. Some of the construction elements were clearly associated  
28 with public projects. Those are considered tax exempt activities. Some of the private  
29 elements that were being performed by the Country Club, like the installation of the  
30 bridge, were private elements considered to be taxable Bonds. It appears that the Village  
31 will not have to use a good amount of the contingency, the majority of the contingency,  
32 the 10%. The Village budgeted for each one of these elements. The Country Club is  
33 asking this Board, and they are going to ask their governing authority, for permission to  
34 use the Bond Residual, or a portion of this contingency to address some private elements  
35 within the Country Club. If it was just merely a private element, it would not be allowed  
36 under IRS Code. Under the IRS Code there was only an allowance of 10% of private  
37 elements that could be funded by tax exempt or public bonds. He stated that we are  
38 already at that limit.

39  
40 Administrator Mekarski stated that there have been impacts to private elements within the  
41 Country Club caused by the public project that the Country Club would like to utilize the  
42 funds to repair. There are impacts to Colony Road. Colony Road is a private road. It  
43 supports the residential community within the Country Club. He stated that we had to  
44 shutdown traffic for a considerable amount of weeks to accommodate the public  
45 installation of the water main and the realignment of the road, and also the construction  
46 of the bridge. The excessive traffic on Colony Road tore up portions of Colony Road.

1 The Country Club would like to utilize \$46,955.00 of the Bond Residual to do those  
2 repairs. The Village's Bond Counsel, Jim Shanahan, stated that is 100% legitimate. It was  
3 an unanticipated impact and the Country Club can use that. The Country Club is agreeing  
4 to 100% reimbursement to the Bond Fund and it is specified in the Motion.

5  
6 Administrator Mekarski asked Mr. Kamplain to explain the difference in grade on this  
7 one smaller segment on Project #2. Mr. Kamplain stated that there is a portion from  
8 where the bridge ended to where the Country Club's parking lot began where the new  
9 bridge stopped into the entrance. There is about 200-feet in there where the new water  
10 main is going in. He stated that we were repairing about half the roadway in that place.  
11 They were along the south side and they crossed over to the north side. They left a patch  
12 of existing pavement from the new bridge to the new patch that they put in. The Country  
13 Club was concerned because it had already been patched in the past, and for visual  
14 appearances and integrity of the patch itself, the Country Club was asking to utilize some  
15 funds from the Bond to pay for that portion that they would repay at 100%. The Country  
16 Club wants a new aesthetically pleasing drive all the way from Country Club Drive at  
17 Western up through the bridge and into their parking lot. They did not want a patch of  
18 existing pavement that would not look acceptable to some people.

19  
20 Administrator Mekarski stated that if this was not impacted by the public element, this  
21 would not be allowed because it is above the 10% rule. He stated that if this was a de  
22 minimis request, less than 20%, it also would not be allowed. He stated that this is 45%  
23 of the total linear footage and the Bond Counsel felt that it met the two tests to give it  
24 validity.

25  
26 Village President Meyers-Martin inquired of Mr. Kamplain whether or not the concern of  
27 the Country Club is that without doing this work it would not be uniform in terms of the  
28 transition. Mr. Kamplain stated yes. He doesn't know the exact age of the pavement. He  
29 stated that we are leaving an old patch there that will be surrounded by new pavement.  
30 He stated that it is not uniformly smooth across so there would be some settling and when  
31 they are snowplowing there might be a low spot where debris and water could collect so  
32 it could eventually wear out at a faster rate. There were already patch lines through that  
33 patch. He stated that we are onsite doing the work. They asked to go ahead and proceed  
34 to do the grinding and resurfacing so that from the north side of the pavement to the south  
35 side is all uniform.

36  
37 Trustee Pennington inquired of Mr. Kamplain whether or not that is Project #2, or if it  
38 was the Colony Project, Project #1 that he was referring to. Mr. Kamplain stated that this  
39 is Project #2.

40  
41 Administrator Mekarski stated that there will probably be one or two additional elements  
42 coming to the Board in subsequent meetings. They are waiting for further construction of  
43 the water line to determine that there are no changes in specifications or changes in  
44 conditions which would affect that contingency. They don't have a full auditing of the  
45 total contingency. The total contingency is in the neighborhood of \$300,000.00, because  
46 it is about 10% of the whole Bond. He stated that some of these elements will not be able

1 to take place until the springtime. In November or December, they will be bringing at  
2 least two additional elements. Administrator Mekarski inquired of Mr. Kamplain whether  
3 or not he saw any more on the horizon.

4  
5 Mr. Kamplain stated that he did not see any more for the foreseeable end of the project  
6 that they still have.

7  
8 Administrator Mekarski stated that each element that he received was scrutinized with the  
9 Bond Counsel to make sure that they pass both of these tests with the 10% rule and on the  
10 issue of being de minimis or not.

11  
12 Trustee Pennington stated that he does not have a problem with the 10% rule. He inquired  
13 of Mr. Kamplain who did the projections for the \$46,955.00 for the Colony Road.

14  
15 Mr. Kamplain stated that those costs came from the Country Club. They took a Bid for  
16 repairs to the Colony Road, pavement patching, resurfacing, and seal coating. That  
17 totaled around \$22,000.00. He stated that at the entrance to Colony Road, there is an area  
18 of brick pavers and because of all of the construction traffic and the truck traffic being  
19 routed through there, they had an estimate to replace those and that was around  
20 \$20,000.00. He stated that these are specialty pavers that they had installed originally.  
21 They are around 10-years old.

22  
23 Trustee Waite stated that he thought that the pavers were around six-years old. He stated  
24 that it is very visual there when you look at it. They are sunk where the wheels of the  
25 heavy equipment has gone across there. He inquired of Mr. Kamplain whether or not  
26 where there are previous patches and so forth, if that tends not to last as long as the  
27 original resurfacing. Mr. Kamplain stated yes. Trustee Waite stated not only is it visual  
28 but it will give it greater durability to redo it in a non-patch kind of a way. Mr. Kamplain  
29 stated that they waited to redo the entire surface of Country Club Drive because they  
30 wanted the water main to be done first and not have a patch all along the edge of the  
31 roadway. They wanted to have uniform pavement all the way across. He stated that they  
32 will have continuous pavement put down at the same time and that will last much longer  
33 than just having a patch. Trustee Waite stated that the Country Club is not asking the  
34 Village to pay for it. They are asking the Village to give them the financing and they will  
35 pay the Village back at 100%. He stated that the only question is getting it to pass the  
36 tests for being able to use part of the Bond money to do it.

37  
38 Administrator Mekarski stated that the only other use of the contingency would be an  
39 early repayment of the Bonds and/or utilization for the first-year payments. He stated that  
40 of this \$2,845,000.00 project, about \$2,000,000.00 is associated with a public project, the  
41 extension of our water main to the east from the west, which will help increase fire flows  
42 and water capacity during drought conditions, plus the pavement of Country Club Drive.  
43 The Village is accomplishing that with zero impact to the residential taxpayer. It is being  
44 financed through the sale of water to the Country Club, and a minor adjustment in fees to  
45 institutions and commercial entities. He stated that it is a win-win situation.

1 **Motion by Trustee Oliver, second by Trustee Gibson to authorize the use of a**  
2 **portion of the unused contingency of the Village of Olympia Fields Road and Water**  
3 **Improvement Bond Fund for repair of two (2) private elements consistent with the**  
4 **legal opinion of the Village’s Bond Counsel, Jim Shanahan, as both proposed**  
5 **project elements were necessitated by public construction activities above a de**  
6 **minimis amount; not to exceed \$46,955.00 for Project #1 (Colony Road Repairs and**  
7 **Repaving) and \$3,700.00 for Project #2 (Parking Lot Entrance), with the**  
8 **understanding that the Country Club will repay 100% of the costs and interest**  
9 **associated with these work elements to the Bond Fund; and further authorize Legal**  
10 **Advisor, John Murphey, to include these elements into the subsequent contract**  
11 **amendment to “Public Improvement and Utility Service Agreement with Olympia**  
12 **Fields Country Club” to insure the Olympia Fields Country Club repayment**  
13 **obligation.**

14  
15 Trustee Pennington inquired whether or not we should show a total amount of Project #1  
16 and Project #2. He stated that we can split them out. He was wondering whether or not  
17 the proposal should include the total amount of both projects. Administrator Mekarski  
18 stated that you could add that in the Motion after “Project #2 (Parking Lot Entrance)” and  
19 before “With the understanding” say “totaling \$50,655.00.” Trustee Waite stated that it is  
20 just adding together the \$46,955.00 and the \$3,700.00. Trustee Pennington stated that it is  
21 just for clarity purposes.

22 **Motion by Trustee Pennington, second by Trustee Oliver to add as the total amount**  
23 **\$50,655.00 to the Motion.**

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

25  
26 Village President Meyers-Martin stated that Motion is now still on the table. She asked  
27 the Clerk to call the roll.

28 **Roll Call: Ayes (5-0) Motion Carried.**

29  
30 **Robinson Engineering Status Report** – Administrator Mekarski stated that in the Board  
31 Packet is an Engineering Status Report as of October 19<sup>th</sup>, 2011. Mr. Kamplain from  
32 Robinson Engineering is here to briefly outline some of these projects. Administrator  
33 Mekarski stated that the Village President called a Staff Meeting of her Department  
34 Heads and the Village Administrator along with our engineering representative. They  
35 went through at length the four-page report. The Village President wanted to bring it  
36 before the Board for any questions that it may have regarding these projects. He stated  
37 that for a Recession going on, this community is moving and shaking.

38  
39 Village President Meyers-Martin stated that we have been busy. Trustee Pennington  
40 stated that he believes that the report speaks for itself. It is a very fine report. Trustee  
41 Waite stated that it is a good job.

42  
43 Mr. Kamplain stated that the thanks go to Ken Budwash, another engineer in the firm.  
44 Mr. Budwash was in attendance at the Staff Meeting and presented it to the Village  
45 President.

1 Village President Meyers-Martin stated that as we go forward, if the Board has any  
2 questions regarding these projects we can address those.

3  
4 Administrator Mekarski stated that he just received the Monthly Status Report from  
5 Baxter & Woodman, the Village's second engineer on record. He will present that report  
6 at the next Board Meeting.

7  
8 **REPORT OF VILLAGE PRESIDENT:**

9  
10 Village President Meyers-Martin stated that she did not have a report this evening.

11  
12 **UNFINISHED BUSINESS:**

13  
14 **Purchase of a Bucket Truck for the Department of Public Works** – Trustee Waite  
15 stated that at the last meeting the Board approved the purchase of a Bucket Truck. He had  
16 some thoughts about the purchase. He stated that using the Bucket Truck is much safer  
17 than climbing up and down ladders to try to fix various things. He stated that there is a  
18 safety element associated with it. The Village is spending in the neighborhood of  
19 \$12,000.00 a year with subcontractors to go out and change light bulbs and put up  
20 various things. Oftentimes you have to wait for those subcontractors to do something  
21 which is okay for some things, but then there are times if a tree fell on a street it is more  
22 expedient for a Village to have its own Bucket Truck to go out and get that tree out of the  
23 way to keep it from falling on someone.

24  
25 Trustee Waite stated that when you have non-emergency things that you are scheduling,  
26 you are not taking manpower off of another project. You use it for fill-in when you have  
27 some down time for personnel. He stated that Mr. Alexa believed that there would be no  
28 additional man-hours used to man the Bucket Truck to fix streetlights or whatever. When  
29 you look at it like that, the payback is like 4.8 years for the \$58,000.00. He stated that it is  
30 not as fast as he would like to see a payback personally, from an investment standpoint,  
31 when you add in the safety issue and to be able to have a Bucket Truck at your disposal at  
32 a moment's notice, the payback would probably be in the area of less than three-years,  
33 which makes a good case for that investment. Village President Meyers-Martin stated  
34 that she believes that it is a good investment too.

35  
36 Administrator Mekarski complimented Trustee Waite for doing the payback analysis with  
37 Joe Alexa. He believes that it is a prudent analysis and it really helped his office and the  
38 Board in reinforcing that decision.

39  
40 Trustee Pennington inquired of Administrator Mekarski what the status is of the Bucket  
41 Truck. He inquired of Administrator Mekarski if the Village purchased the Bucket Truck.  
42 He inquired of Administrator Mekarski if he knows what the report is from the Village's  
43 independent review team.

44  
45 Administrator Mekarski stated that late last week the company that refurbishes the truck  
46 completed the D.O.T. Inspection. They have not advanced the D.O.T. Inspection to the



1 Village. They will make the D.O.T. Inspection available to the Village's team when they  
2 arrive on Wednesday. The team consists of Commander Carl Frey who is in charge of the  
3 police fleet, the Village's Mechanic, Jim Feldcamp, and Chip Heaver our Assistant  
4 Director of Public Works. Administrator Mekarski stated that Commander Frey is very  
5 shrewd in negotiations of any kind of fleet related issues. The team will call  
6 Administrator Mekarski with recommendations to cease the sale, renegotiate, to get the  
7 repairs done there, or honor the original contractual estimate.

8  
9 **NEW BUSINESS:**

10  
11 **Educational Commission Mini Grant Program** – Trustee Oliver stated that the  
12 Educational Commission thanks in large part to Commissioner Gibson, whom he wanted  
13 to acknowledge because he is here this evening, but to all of the Educational Commission  
14 members, the Educational Commission unanimously passed a Motion to provide some  
15 Mini Grants in order to bolster and provide some assistance to the schools in our area The  
16 Mini Grants are to be allocated to teachers or anyone else in the School District who  
17 wished to use the Mini Grants for some special project that they have going on. The  
18 Commission received 30-applications today. The Mini Grants are for \$1,000.00 each.  
19 \$10,000.00 has been allocated for the Mini Grant Program.

20  
21 Administrator Mekarski/Chairman Pro Tem of the Educational Commission stated that  
22 this is one of the items that we had unanimous support from the Board when we set the  
23 Educational Commission Budget. He stated that 50% of the Budget allocated to the  
24 Educational Commission is going to the Mini Grant Program. The Commission  
25 formulated specific Grant Guidelines and evaluation criteria. The idea is to give some  
26 resources to a teacher to make a difference to move that class to a path of educational  
27 excellence to increase academic performance. The Commission received applications  
28 from the Charter School and from District 227. The Mini Grant Program is open to all  
29 seven School Districts that serve our community, and all the elementary, middle and high  
30 schools that are part of those seven School Districts. Every geographical area is covered.  
31 He stated that this is really, really impressive. The Commission will pick out the ten best  
32 projects out of the 30 or more that are received. The Board will have the final decision.  
33 Trustee Oliver as the Liaison to the Educational Commission will submit to the Board the  
34 ten best projects as recommended by the Educational Commission. Members of the  
35 Commission will be present to answer any question on why they selected one Grant over  
36 another.

37  
38 Village President Meyers-Martin inquired of Trustee Oliver when the Educational  
39 Commission would begin deliberations on the awarding of the Grants. Trustee Oliver  
40 stated that the next meeting of the Educational Commission is Tuesday, November 1<sup>st</sup>.  
41 The news will be brought to the Commission at that time. He stated that Reggie Ford is  
42 the Chairman of the Subcommittee that will spearhead this. He stated that there is a  
43 timetable in order to move this process along very soon.

44  
45 Village President Meyers-Martin inquired of Trustee Oliver whether or not the  
46 Educational Commission has a date that these Grants will be awarded.

1 Administrator Mekarski stated that we have it in the guidelines. We will report on that at  
2 the next Board Meeting. Trustee Oliver stated that we will keep the Board abreast.

3  
4 Trustee Pennington inquired of Trustee Oliver whether or not the Board could receive a  
5 copy of the guidelines for review. Trustee Oliver stated sure. Administrator Mekarski  
6 stated the Board could have a copy of the Guidelines and the Cover Letter.

7  
8 **RESIGNATIONS AND APPOINTMENT:**

9  
10 Village President Meyers-Martin stated that she did not have any Resignations or  
11 Appointments this evening.

12  
13 **EXECUTIVE SESSION:**

14  
15 Village President Meyers-Martin stated that the Board will be going into Closed Session  
16 and the Board will not be taking any action after that.

17 **Motion by Trustee Pennington, second by Trustee Oliver to go into Executive**  
18 **Session at 8:35 P.M.**

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

20  
21 **Motion by Trustee Pennington, second by Trustee Gibson to return to Open Session**  
22 **at 9:03 P.M.**

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

24  
25 **ADJOURNMENT:**

26  
27 **Motion by Trustee Pennington, second by Trustee Oliver to adjourn at 9:03 P.M.**

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

29  
30 **Respectfully submitted by Faith Stine.**