

1 **MINUTES OF THE WORKSHOP WITH THE BOARD OF TRUSTEES OF**
2 **THE VILLAGE OF OLYMPIA FIELDS**
3 **Held on August 17, 2020**
4

5 Due to the COVID-19 pandemic, this Workshop is being conducted remotely via teleconference.
6 The Workshop of the Village Board was held on Monday, August 17th, 2020, and was called to
7 order by Village President, Sterling Burke at 6:00 P.M. Village Clerk, Drella Savage called the
8 roll.

9
10 Present: Trustees – Watkins, Oliver, Pennington, Thomas, Finley, and Matz
11 Village President, Sterling Burke
12 Village Administrator, Cynthia Saenz
13 Village Clerk, Drella Savage
14 Village Attorney, John Murphey
15 Village Court Reporter, Faith Stine
16

17 **Also, Present:**

18
19 Acting Chief Scott Morgan – Police Chief
20 John McDonnell – Building Commissioner
21

22 Village President Burke stated that the purpose of this Workshop is for us to discuss a business
23 opportunity for the Village of Olympia Fields by a developer who is seeking a Class 8 Tax
24 Relief, as well as a Liquor License, as well as a Gaming License.
25

26 Village President Burke stated that in accordance with the Illinois Open Meetings Act, and in
27 light of the Governor’s most recent Disaster Declaration, I have determined that fully in-person
28 meetings conducted under the Open Meetings Act are not practical or prudent because of the
29 current pandemic disaster. Accordingly, meetings may still be conducted by audio or video
30 conference without the physical presence of a quorum of the Board of Trustees.
31

32 Village President Burke stated that in the room with us, there are six of us. The maximum that
33 we can get in this room is about eight or nine people and still social distance.
34

35 Mr. McDonnell stated that tonight we have with us Mr. Singh. He is the gentleman that would
36 like to open up a new gasoline service station at the corner of Lincoln Highway and Crawford. It
37 use to be an old muffler shop. He plans on renovating that property, installing gas pumps there
38 for the public to use. Also, a grocery store inside. He is requesting a Class 8 from the Village. He
39 is also requesting a Liquor License, and also requesting a Gaming License at that location.
40

41 **Quick Run Gas Station Presentation – Paramvir Singh** – Mr. Singh stated that he wanted to
42 pass these packets along. He thinks that you already have copies. It is basically the seven pages
43 that is attached in the Agenda. It tells about our company and what we are trying to do.
44

45 Mr. Singh thanked everybody for the opportunity. He stated that his name is Paramvir Singh. He
46 stated that Singh is a lot easier to say, so he will go by his last name, Singh. He represents a
47 company called “Quick Run.” It is new gas stations that we have started building about 12, 14

1 months ago. These stores are located in the Indiana, Illinois area. The first one that we have
2 finished up is in St. John, Indiana. It's a brand, new store right off of Highway 41, if you guys
3 are familiar with the area in St. John. The second location we finished up about four months ago
4 was in Crown Point, Indiana. We have a couple under construction in the Illinois area as well. In
5 Lemont, Illinois, we have received the city's blessing of constructing a store there. Last month
6 we received Crest Hill, Illinois, their blessing to construct a store there.

7
8 Mr. Singh stated that both of the Illinois stores have the things that we are looking for. They have
9 given us gaming inside the gas station. They have given us a liquor license to sell liquor. They
10 are located in Will County so a Class 8 wasn't needed for those locations. We would be looking
11 for a Class 8 in Olympia Fields, Illinois.

12
13 Mr. Singh stated that on Page 2 of this packet, it kind of shows what the pictures look like. He
14 stated that he is sorry guys, virtually you won't be able to see the pictures. It shows, for example,
15 St. John, Indiana. We take pride in building our stores. We like to stand out and give a premium
16 product. We look for locations that don't have premium stores. They have stores. There are
17 already stores in the Olympia Fields area, Matteson area, but nothing he would call premium,
18 guys. What they like to do is make a store that's nice, modern looking, well lit up. Something
19 you feel safe going into. We like to put a lot of windows at our stores so everybody feels
20 comfortable going inside. Why that corner in Olympia Fields, Illinois? Why not a different spot?
21 There are all kinds of spots opened up. Why to that corner? What we noticed was the gas stations
22 that have been built on Route 30, they were all built in the 1980s, kind of older style. They got
23 remodeled, but they weren't built nothing to what we see nowadays. When we go to the Will
24 County area, we see new Thorntons, new Speedways. We see these nice modern stores. We felt
25 that kind of a store was not in this area. That's the big magnet that attracted us to this area. Let's
26 give everybody this nice, beautiful, clean store, nicely lit up, big, open floor plan.

27
28 Mr. Singh stated that another thing that was missing that we felt that we could provide that
29 would make us stand out was the inventories that people are selling in the stores. Stores are
30 carrying around 1500, 2500 SKU's we like to call them. Different types of item. We believe that
31 we can carry about 3,500, 4,000 items in the big store size that we have, giving people more
32 options rather than just gum and candy. Somewhere you can go and buy milk, bread, groceries,
33 and household items. That is what attracted us to the corner.

34
35 Mr. Singh stated that in looking at the packet, the address of the location is 3780 Lincoln
36 Highway, Olympia Fields, Illinois. When he called the broker up who was selling the land, that
37 property has been vacant for over two years now. The big reason it is vacant is because it was a
38 muffler shop, which wasn't attracting much buyers. If it sits the way does, if nobody touches it,
39 it's just a muffler shop. It's a garage. They aren't able to market it. People aren't looking for that
40 kind of product. They are, but not in the space that we have in that corner. Mr. Singh stated that
41 he looking at it, he thought it was a great opportunity for a retail use, due to the high traffic. It's
42 located on commuter roads. People are traveling down the road day and night going into work,
43 coming from work. We believe that the business model we have, in the morning we can provide
44 people with breakfast sandwiches, breakfast pizzas, coffee. We can attract that kind of crowd in
45 that corner. After the morning, we believe when people are coming home, we have our pizzas to
46 go program. So, you can order a pizza. We will have it ready in about 15, 16 minutes. Mr. Singh
47 stated that we believe that we can capture that crowd.

1 Mr. Singh stated that we take pride in our gas station kitchen areas. We like to offer 10 to 12
2 kinds of appetizers, to go pizzas. In the morning we like to do the breakfast items. In the evening
3 we have all of these other options as well, besides what you see like hotdogs on the grill.
4 Sometimes you see pizza. We can offer 10 times more options than that. That's one of the things
5 that really attracted us. We can offer those kinds of services that don't exist.

6
7 Mr. Singh stated that the estimated cost of this project, they are not just looking to paint the
8 store, put in the pumps and call it it. We are committing to about \$1.7 million to \$2,000,000.00
9 on this whole corner. We are looking to redo the whole asphalt. The whole driveway. All new
10 equipment outside. The reason we are looking to redo the building rather than tearing it down
11 and building it new, we need a store that is about 3,000 square feet. The building is already 3,000
12 square feet. That fits perfectly with what we are trying to do. Looking at the land, he doesn't
13 think that a building more than 3,000 square feet would make sense. Technically, they could do a
14 building that is smaller, but they wouldn't be able to fit all of the products inside. He stated that
15 3,000 was a nice number that works with our business model.

16
17 Mr. Singh stated that job wise, we are looking at about 14 to 18 jobs that we can create there, and
18 construction jobs. The way that we build stores there will be a lot of labor involved construction
19 wise. We are looking at about 70 to 80 jobs is what it takes to create it in six or seven months
20 working on the stores because of all the different things we do with the kitchen, with the
21 convenience store, and with the millwork and all of the other things that we do inside.

22
23 Mr. Singh stated that Page 3 kind of shows what the layout of the store is, and how the pumps
24 will look, and how the building will look. We have about 13 parking spots that we are able to fit
25 on the site. That is just working with the current building that exists there.

26
27 Mr. Singh stated that Page 4 shows how the fuel trucks would be delivering to the site. It shows
28 how they would be coming in and how they would be exiting.

29
30 Mr. Singh stated that he would really like to emphasize Page 5, it shows the store layout, and
31 what the store is going to look like. As you can see, we put the gaming machines in the very
32 front of the store in the corner. The counter is about 35 feet long where the cashier will be. The
33 cashier will be able to monitor that room and make sure that nobody underage is playing in there,
34 and make sure everything is good in the room, because it is not off to the right side or to the left
35 side. The cashier will be looking directly at the gaming room. It is a 35-foot counter. It is a pretty
36 large counter. That's because we like to keep all of the liquor behind the counter. We are not
37 trying to make this into a liquor store or anything. We are just trying to put eight foot to 12-foot
38 shelves that would have liquor on it, only to be sold by the cashier. There would be no access
39 from the customers to it. The only people that can access the liquor is from behind the counter,
40 just like cigarettes. When you go to a store to buy cigarettes, the cashier has to physically grab it
41 off the shelf, then sell it to the customer. It's only 12 feet worth. We are not looking to put liquor
42 on the shelves outside next to the candy bars. It's all behind the counter. That is what he would
43 really like to emphasize. The liquor is going to be behind the counter. It will have a more gas
44 station feel to it than a liquor store feel to it.

45
46 Mr. Singh stated that going to Page 6, talking about stores being built in 1980, 1970. Some of
47 these stores are from 1960 in this area. The look we are trying to achieve is like a modern look.

1 We are trying to use ACM panels on the building. We are trying to maximize as much windows
2 as we can. So, it shows a lot of windows at the store. The ACM panels give the building a
3 modern look to it. Kind of like a car dealership he likes to call it. It is much easier to explain. We
4 like to use limestone at the bottom of the building. So, it is going to be actual limestone at the
5 bottom of the building. And then on the top it is going to be nice, silver ACM panels.

6
7 Mr. Singh stated that Page 7, there was a request for having a “Welcome to Olympia Fields”
8 Village Sign. We gave a couple options of what we could do with that. It shows a Shell sign.
9 There are two options. A normal Shell sign with the gas prices. Option 2 shows like a 4-foot base
10 that could be used to say, “The Village of Olympia Fields Welcomes You.” He stated or
11 whichever option the city would like us to do to that 4-foot base. We are open to ideas.

12
13 Mr. Singh stated that he is moving onto the next page, which is the gaming room. We put a lot of
14 thought into the gaming room, trying to make it look like a part of the store. Instead of a pretty
15 cheap setup, we are trying to make it more of a premium setup. We put limestone rock on the
16 walls. It is going to have windows all around in the gaming room. The way the building is
17 currently right now, the corner of the building where the main entrance is, is already all windows
18 there. We are going to turn that into the gaming room. On the ceiling, we are putting basal
19 ceiling. It is going to have curve to the ceiling and give a more premium look to it. The company
20 that we hired; WT Group did a great job of making that rendering.

21
22 Mr. Singh stated that moving onto the next page, there are some images of what our current
23 stores look like right now. This image is off of the gas station that we have built in Crown Point,
24 Indiana. It opened about eight months ago. It shows all kinds of nice lighting on the ceiling. We
25 have this blue and silver theme. It shows how the blue and silver theme works out. The tiles are
26 gray. Gray is the look that gives the store the modern look. We use that all over the store. The
27 whole store looks like one piece. It doesn't look like two things put together. It looks like one,
28 even long piece with a nice look to it. Mr. Singh stated that is pretty much it of what he has to
29 present of what we are trying to do and what we have done, and all the help we will need from
30 you guys to make this all work together.

31
32 Mr. McDonnell stated that all of the drawings that he was referring to with us, he knows that
33 everybody can't see anything. Those drawings were in your Board Packet. He was referring to
34 those same exact drawings. None of those drawings changed.

35
36 Village President Burke inquired of Mr. McDonnell how many times he met with their team. Mr.
37 McDonnell stated twice. Village President Burke stated that he, along with Cindy and Trinetta
38 met with them a couple of times also. We have gone through the drawings. Everything that we
39 thought that we needed to have and add to this to ensure that we have a premium look that we
40 would expect in the Village of Olympia Fields, they have stepped up and done that. In the State
41 of Illinois, we are going to talk about this a little bit later on, but service stations as a whole are
42 adding video gaming to the environment. The environment that they want to put these video
43 poker machines in, they have done a very good job of reorganizing and making sure that it looks
44 much, much better. Village President Burke stated that he can't tell you how many people have
45 come trying to get us to allow them to do some additional things that have to do with gaming.
46 One guy came and showed us some stuff, where it is a requirement in the State of Illinois that
47 you have to be able to have a liquor license to do gaming. He put the refrigerator on a milk crate

1 and was trying to put a gaming room in the closet. We said, “No, we are not going to do that.”
2 He stated that what Mr. Singh has done is really classed it up. The State of Illinois says that the
3 number of machines that you can have in a video gaming environment is from five to six. Village
4 President Burke inquired of Mr. Singh whether or not he is looking for five or six?

5
6 Mr. Singh stated that he hasn’t done a license yet to do gaming. He believes if there is a major
7 interstate which is Highway 57, if you are within two or three miles, you are allowed to have six
8 machines. We are looking for whatever will fit comfortably in the room, five or six.

9
10 Village President Burke stated that in addition to how the machines look in the room, we’ve had
11 people that come to us that wanted to put runway lights around the windows. He stated that John
12 has shut them down immediately. This doesn’t look anything like that. Why don’t you give them
13 a little update on your idea of what the stations were that you guys were involved in in Iowa
14 because they haven’t had the opportunity.

15
16 Mr. Singh stated that he started working in the gas station industry since he was 17 years old. It
17 is the first and only job he ever had. His dad was in the business. He stated that from his mom’s
18 side, her brothers are in the business of gas stations. He stated that from his dad’s side, his
19 uncles, they are also in the gas station business. That’s how they started was in Iowa back in
20 2004. Their first gas station was in Kellogg, Iowa. They opened that up. It was just a simple
21 model. Nothing special here. Just keep the store cleaned. Keep it stocked. And most important of
22 all, great customer service. Those are our secret sauce. Secret ingredients, whatever you want to
23 call it. The thing is everybody does that around here, but the consistency lacks, you know. It’s
24 not consistently great service, consistently clean. We just make sure that we are doing this
25 consistently. We grew in Iowa. The second store we got was near Grinnell College in Grinnell,
26 Iowa. He ran that location for nine years. And it’s the same thing there. The owners before him
27 didn’t take pride in their stores. We like to take pride in our stores, because our family will let us
28 know what is not right. They will come and check out the stores. It’s kind of what we do. We go
29 around. We look at each other’s stores. It’s not just a business for us. It’s who we are. It’s taking
30 pride in our stores, keeping them up-to-date. That’s how we started growing in Iowa. We just
31 kept repeating the same ingredients over and over to all the other stores. Again, consistency and
32 cleanliness, running the store fully stocked, and great customer service. We kept doing that and
33 we kept growing. That’s what brought us to the Indiana/Illinois area. In St. John there were gas
34 stations there. Again, no one was consistently clean, updated. The stores were pretty old. We
35 know we can do better. That’s what we did. We built the stores. We try to provide better service.
36 That is what we are looking to do here. That’s what we did in Iowa. Nothing much different.

37
38 Mr. Singh stated that everybody sells Mountain Dew around here at their gas stations. Everybody
39 sells Snickers Candy Bars, but we do it better by investing in our employees. We get comments
40 from our employees saying, “This is the best job they ever had.” Not everybody says that, but the
41 majority of our employees. We invest in our people. That’s kind of where we differentiate. You
42 will see a person that wants to be at our store. That’s what kind of experience you will get.
43 Somebody that will ask you, “How is your day going? What are you up to? You got a different
44 car.” They will remember these things. That’s how we did it in Iowa and that’s what we would
45 like to repeat in the Illinois and Indiana market.

46

1 Village President Burke inquired of Mr. Singh if he could say a little bit about the coffee. Mr.
2 Singh stated that we like to do QSR in our stores. He stated for example, St. John, Indiana, we
3 put in Cousins Subs. Everybody can do the Food Program, which is basically to put a hot roll on
4 the grill and call it a “Food Program.” What we do differently, we have Cousins Subs where we
5 went for training and it’s a drive-thru Cousins Subs where you can get subs, cheeseballs, fries,
6 and shakes.

7
8 Mr. Singh stated that when it comes to coffee, everybody knows how to work a coffee machine.
9 They can put a coffee machine up and call it a “Coffee Program.” We have Biggby Coffee in
10 Crown Point, Indiana. There is a drive-thru. It has nine different kinds of coffee that are
11 available. We won’t be doing nine kinds of coffee in Olympia Fields. We would like to start off
12 with about three or four and then grow from there. Just to tell you guys, we take it a step further.
13 Biggby Coffee, nobody knows what Biggby Coffee is. It is actually a Michigan based coffee
14 chain. They have about 230 locations. He stated in looking at our Business Plan, Business
15 Model, Biggby Coffee was the first coffee in a gas station that they approved for us, because
16 they saw how we ran our operation. Again, that is just highlighting how we like to go a step
17 further and not just provide coffee. We are able to do cold coffee, espressos, teas and nitro cold
18 brew. We brought the whole service to the station and that paid off good for us.

19
20 Village President Burke stated that we will entertain any questions or comments that people may
21 have of Mr. Singh.

22
23 Trustee Matz stated that the pictures look great. She inquired of Mr. Singh whether or not he
24 already purchased this spot. Mr. Singh stated that he has it under contract. We put it under
25 contract about 40 days ago. If they get all of the approvals they are looking for, they will
26 definitely be going ahead and purchasing it.

27
28 Trustee Matz stated that corner is kind of the epicenter of Olympia Fields. That’s a well exposed
29 corner. Why did you choose that corner other than that, because it is her understanding that the
30 direction the Mayor was taking the Village in was something similar to Oak Brook, wholesome,
31 family-oriented? She stated not that this isn’t family oriented, because you have the liquor there.
32 You have the gaming there. And then you sprinkle in some food items and some gas, which is
33 not the model that we were trying to take the Village in that direction. So, why Olympia Fields?
34 Why that corner? Why should we consider this?

35
36 Mr. Singh stated yes, great question. This reminds him of the gas station he use to run in
37 Grinnell, Iowa. It’s the same thing. It was the first thing that you saw as soon as you entered
38 Grinnell. Basically, anything before him was rural area. Everything after his store was all
39 concrete. It was all developed. He stated that what he can say is the way we operate the store; it
40 is a different kind of feeling you get. He goes to gas stations all the times. Nobody even says,
41 “Hello,” to him when he walks in the door. He feels so awkward just walking in. He is
42 pretending that he is bothering somebody. He stated that what he would say is likeable about us
43 is we have a rule. The first three steps in the door, or the first three seconds, you have to greet
44 every customer. He stated having a nice, clean, modern store outside is going to be really nice
45 and attractive than what it is currently right now. Our secret sauce is when you come inside the
46 store, we greet everybody. People traveling up and down. He is thinking about the first time that
47 people would be visiting Olympia Fields. They like to gas up, get a drink, go to the bathroom. He

1 stated having nice, clean bathrooms, simple things like that, makes us more updated, like a nice,
2 clean modern feeling. It gives a lasting impression for the town that, “Okay, I went there. I got
3 gas.” He stated that we might be the first thing the people see when they come into Olympia
4 Fields. We might be the last thing they see when they leave to go to their homes. He thinks that
5 we can really set the tone of the town. He understands what Trustee Matz is talking about the
6 corner being the way it is, the place it is at. He stated that giving us the opportunity to provide a
7 great experience, the clean feeling, the clean experience, new gas pumps, that we can create, we
8 have repeated it over and over in other stores, he thinks that would really help both of us. It will
9 help us with the customers, but it will help you guys because it gives a nice lasting impression.
10 People will remember it in a positive way.

11
12 Village President Burke stated that what’s on Lincoln Highway which is a U.S. Federal
13 Highway, and what’s on Vollmer Road is two different stories. Vollmer Road is internal.
14 Vollmer Road is bordering between us and Flossmoor. What we try to do is market the whole
15 concept of an upscale environment on Vollmer Road. He stated that on the north side of the
16 Village, Bizios is a different store than what goes on in Wal-Mart. It’s more transient on Lincoln
17 Highway. Across the street from there is a carwash. On the other corner is a basic gasoline
18 station. The thought here was, we are trying to view economic development and be realistic
19 about it. This is a First-Class gas station. This is not the kind of corner where we were going to
20 have a northside operation coming in there. It’s going to be a commercial, drive-thru, transient
21 environment. What they have done, and what they have put together is a very upscale looking
22 gas station. He stated that if you have ever been to Hinsdale, in downtown Hinsdale the
23 McDonald’s has a certain look and feel that is totally different than any other McDonald’s. The
24 service station is right there on Ogden, right off the expressway. It has a totally different look.
25 This Quick Run is a very unique, upscale looking service station. Yes, we are looking for upscale
26 businesses. But we are reserving to do some of that on Vollmer Road. On Lincoln Highway it is
27 a totally different environment. We want to try to take advantage of this. We will look at the
28 numbers that is associated with it. He stated but during this period in time that we are involved
29 with this pandemic that is going on, this is an outstanding opportunity to get somebody like this
30 to come in.

31
32 Mr. Singh stated that in looking at the corner guys, one challenge we face currently with
33 anybody who would like to develop it, it is like less than half an acre. That’s pretty challenging.
34 If you want to put a restaurant there, you have to have 20 some parking spots. That will be
35 something hard to do in that area. That’s just one thing he would like to add. The space is
36 limited. They need at least one acre, one and a half acre to do it nicely. Anything new these days.
37 That’s just one thing he would like to add.

38
39 Trustee Oliver stated that he is Trustee Kelvin Oliver. He just had a couple of questions. One
40 thing that stands out in his mind, he has heard the term the area itself is kind of transient, which
41 kind of gives him a little bit of concern, because the store is beautiful. It sounded like as part of
42 your presentation that you will have a person at the counter who will be able to look into the
43 gaming room. Your liquor is behind that person. What can you tell us about the security
44 measures that you will have for your store?

45
46 Mr. Singh stated that the security measures would be, he thinks just having a lot of windows, and
47 a well-lit store. That kind of deters a lot of people. Where people really screw up on is everybody

1 can really put windows wherever, but they like to cover them up with advertisements or
2 something blocking the view. We are pretty big on not having anything on the windows than
3 what is required. There are some FDA Guidelines about having some tobacco stickers up, and
4 having the hours up, and the building address. That's different. That's understandable. When he
5 goes to his stores, how does he feel secure? We feel secure, because first of all, it has a lot of
6 windows. It's nicely lit. The type of clientele that comes to the store. How do you control what
7 kind of clients come to your store? What kind of environment do you create at the store is by the
8 kind of product that you offer, the prices that you offer them for. You can't control everything.
9 You can pretty much control a pretty big chunk of the type of safe environment you can create in
10 your store. We are totally open to reducing the hours. We are not going to be a 24-hour store. We
11 like to close our stores at 11:00 P.M. We like to open at 4:35 in the morning around that time.
12 Depending on what market it is. We will probably start around 5:00 in the morning, and then
13 open earlier if we need to.

14

15 Mr. Singh stated that they do put in each store License Plate Recognition Cameras. If we see
16 something that shouldn't be happening, or not even related to us, it is easy for us to look up those
17 license plates, not just by like a 180 pixel or eight-millimeter camera. These are specially
18 designed to read the license plates. That's where we kind of stand out from the other stores. We
19 have already done this, guys. These are the things we have already implemented in St. John,
20 Indiana and Crown Point, Indiana, which is Facial Recognition Cameras. If he wants to look up a
21 customer to see if they have been there before, or for whatever safety measures, he can pull up
22 their image. He can do a search. It will show him every time they have been inside the store. It
23 doesn't work perfectly. He stated that 70% of it is pretty good. He can type in happy face, or sad
24 face. It will give him that. He can type in if a person has a beard, or they were wearing glasses.
25 He is glad that Trustee Oliver asked this question. He usually doesn't mention it to anybody, but
26 since you asked, these are some of the creative ideas that we have already implemented. If we
27 feel like more needs to be done, it's a case-by-case study. We are willing to invest in the safety
28 and security first before we invest in anything else.

29

30 Trustee Oliver stated that he has a follow-up question. It sounded like to him that if you were
31 given the greenlight, once given the greenlight, you will take approximately six to seven months
32 from start to opening?

33

34 Mr. Singh stated yes, that is for new construction. All of the stores that they have done or are
35 doing in the future so far, there is about eight locations he can say. They are all brand new,
36 ground up locations. Those are about six to seven months. He stated knock on wood, he could
37 maybe do it in even less time because it is already there. They are rehabbing the place. He is not
38 looking to do this in a year. He is looking to move on this as soon as we can. After getting all of
39 the approvals that we need, we will just go ahead and tell our engineers and architect which is
40 WT Group. He will tell them, "Guys, let's start making a blueprint of what the store is going to
41 look like, what the roofing will look like, the electrical, the plumbing. What everything is going
42 to look like. And then the site engineering, what we need to do with the water, or what we need
43 to do with the grading of the site. We would like to move forward as fast as we can. He stated
44 that six or seven months is correct. He would like to do it even sooner.

45

46 Trustee Oliver stated that it sounds like landscaping will be part of all that engineering and
47 architectural design. Mr. Singh stated yes. Everything the city would require us with

1 landscaping, we will be more than happy to do it. We believe in landscaping. It all starts from the
2 outside. If it's a nice, beautiful store that has nice landscaping, and then clean lot, it will attract
3 more customers to the store. We believe it starts on the outside first, and then once the customers
4 pull in like magnets, then we can give the great customer service inside. Yes, landscaping,
5 whatever would be required we would be more than happy to provide all that information and
6 work with the city. Trustee Oliver thanked Mr. Singh.

7
8 Trustee Pennington stated that you mentioned earlier that the square footage of the building is
9 3,000 square feet as he recalls is sufficient. Mr. Singh stated yes. Trustee Pennington inquired of
10 Mr. Singh whether or not he anticipates any possibility that he may have to expand on that 3,000
11 square feet.

12
13 Mr. Singh stated that we are not looking into expanding that because the way the lot sits. Who
14 doesn't want a bigger store? It's just creating the traffic. We want to make sure if a couple cars
15 are in the parking lot, we want to make sure there is a nice, even flow. He stated that having the
16 building the way it sits right now; it would be kind of tough to have a nice flow of traffic if we
17 make it any bigger. We believe just leaving it the size it is. He thinks it is like 3,100 square feet,
18 or 3,102, or 3,080. We have been getting two or three different numbers within 20 or 30 square
19 feet of each other. He is kind of paranoid. He stated that 31 is his lucky number. He would like to
20 keep it at 3100 square feet and not make it any bigger. He is looking to have a nice, even flow to
21 the site. If he makes it bigger, it might restrict the space. We don't want to cause any traffic or
22 anything crazy in there.

23
24 Trustee Pennington inquired of Mr. Singh how many pumps he anticipates putting in. Mr. Singh
25 stated on this site, we are just trying to keep it minimal at four pumps. Nothing more than four
26 pumps. All of the sites they have done so far are usually eight to 10 gas pumps. He would rather
27 have four pumps with easy traffic flow, than six pumps, maybe five pumps we can fit in there
28 with not so easy traffic flow. He stated that four is what they are looking to do.

29
30 Trustee Pennington stated that he is not sure if there were any underground storage tanks on that
31 property. He would assume that there aren't and you would have to install underground storage
32 tanks.

33
34 Mr. Singh stated yes. He stated that what we have been doing at the stores we are building
35 currently right now; the tanks are improving technology every year. We just started this project
36 three years ago of building new stores. Every year you learn something new that they are coming
37 out with. The tanks that we like to put at all the stores are Xerxes tanks which are fiberglass
38 tanks, no metal, because metal will rust. These are fiberglass tanks. What he likes about Xerxes
39 tanks is they are double walled. There's a tank. And then there is a tank outside the tank.
40 Between the two walls of the tank, there is like a two-inch gap. There are sensors at the very
41 bottom of the tank. If there were any problems, the sensors would catch and let us know there is
42 a problem. He stated that what the sensors do is actually shut the gas off. They don't even let us
43 sell gas if there is any kind of problem with the tank. Automatically, the way it is hooked up, first
44 of all, there shouldn't be any problem. Knock on wood. If there ever is, these are double walled,
45 double the protection. It shuts off the gas pumps. You are not able to sell gas until you fix the
46 problem.

47

1 Mr. Singh stated that what came out two or three years ago is from the tank to the pump, the
2 pipes that run from the tank to the pump, those are also double walled. The piping has sensors as
3 well. If the piping head sensor goes off, it shuts off the pumps as well. Even the gas pumps
4 themselves have a little containment bucket underneath the pump. Typically, you see the gas
5 pumps. We like to call them "Gas Dispensers." Underneath, it is kind of like a 20-gallon bucket
6 in that area and that has a sensor as well. Sometimes what happens, if it rains really heavily, like
7 a lot of rain nonstop for two days, some water gets in them because the caulking might come
8 loose, and that shuts the pumps off until you even clean the water. The pumps have a
9 containment bucket. The piping is doubled fiberglass. The tanks are doubled fiberglass, which
10 last about 40, 50 years, maybe longer. We like to keep them around 40, 50 years of time.

11
12 Trustee Pennington inquired of Mr. Singh what gas plan he plans on using. Mr. Singh stated that
13 we have talked with Shell. The last couple of weeks they have been talking with Shell. They
14 finally approved the site to be a Shell site. That was eight days ago. We know for sure it will be a
15 Shell Gas Station. Trustee Pennington stated okay, good. Trustee Pennington thanked Mr. Singh.

16
17 Trustee Finley stated that her question is on something that she believes he said, which is that
18 you are willing to work with the Building Department regarding the style of your signage.

19
20 Mr. Singh stated oh, yes. He stated that what they are looking for is typical. These are like the
21 typical proposal they put together. It's an eight-foot by eight-foot sign. We are looking to sell
22 more than just the regular unleaded gas. He hasn't actually done his homework on this one. They
23 like to sell E85 gasoline, which is 85% ethanol. And they like to sell E15 gasoline, which is 15%
24 ethanol. Then there is diesel, bio diesel. They don't want to get too crazy where they have to put
25 in all these different kinds of tanks. They are trying to keep the normal size tanks. They can
26 divide up the compartments so they can carry more kinds of gas. They can hold 2,000 gallons of
27 E85, and 2,000 gallons of E15, 6,000 gallons of regular. He stated coming back to the sign, we
28 need an eight foot by eight-foot sign, because we are not just selling diesel and regular gas, but
29 we are looking to add these other alternative fuel options to the pumps. The minimum we do is
30 eight by eight. He stated that whatever the city requires us, whatever we have to work and make
31 everybody happy, we are willing to work with making the sign feasible.

32
33 Trustee Finley stated thank you so much. That is essentially what it is she is happy to hear him
34 say. She stated that your business, the gas station, you are representing Olympia Fields at the
35 same time. The Building Department is here to guide you in what that is evolving to be. It is
36 connected to other efforts that we are making. Trustee Finley thanked Mr. Singh.

37
38 Trustee Watkins thanked Mr. Singh for his presentation tonight. Depending on your Grand
39 Opening date, and where we are in this current national pandemic, do you have a safety opening
40 checklist for your employees and something to protect our residents as they enter your facility?

41
42 Mr. Singh stated oh, yes. Currently at all of the gas stations, what we have done is we like to
43 check with the officials because each store is different. We don't like to have more than a certain
44 amount of people inside the building depending on what the safety guidelines are. They will be
45 limiting people allowed in the store. What we have done extra is, when you come up to our
46 pumps, or when you come to our front doors, we actually have like these disposal wax paper he
47 like to call them. It's like a six-inch by six-inch piece of wax paper so you don't have to touch

1 the gas nozzle on the pump. You can use a wax paper to get the nozzle and get it in your car and
2 get the pump going. That way you are not touching it directly. He stated that by the front door
3 we have the wax paper. You can get the wax paper six-inch by six-inch to open the door handle
4 and go inside. When you get inside the store, we have a two or three-gallon pump station with
5 sanitizer. You can sanitize your hands there. We have a sanitizing station by the front counter.
6 And we have plexiglass that we put up. He is not sure on the measurement. It is usually three feet
7 tall and six feet wide. We like to have that as a barrier between the cashier and the customers.
8 We keep our restrooms clean regardless. We have a checklist on the restroom where we clean
9 them. Once a week we have a company that comes in and cleans the whole restroom top to
10 bottom. They even clean the windows in the front of our store. That is weekly cleaning on top of
11 our daily cleaning. These are some of the things that we have done already, which we will be
12 doing here as well. If more needs to be done, we are open to do more. Trustee Watkins stated
13 wonderful. Trustee Watkins thanked Mr. Singh.

14
15 Village President Burke stated hearing no other questions, he wanted to thank you very much for
16 your time. He knows how hard you worked on this. As he said before, any conversation that we
17 have had with Mr. Singh, and his architect, they have been willing to do whatever the Village of
18 Olympia Fields required. Even down to discussing, and what we are going to be talking about
19 later on in the Board Meeting, the hours of operation to shutdown at 11 o'clock, which is a good
20 thing in many ways. Overall, he thinks they have a very good layout here. Everywhere he goes
21 out west he sees these sparkling, really high-tech gasoline stations come and go. In conversations
22 that we had with Mr. Singh, they modeled some of those new modern stations that you see out
23 west after what they are doing. He feels very confident that this would be a big addition for the
24 Village of Olympia Fields.

25
26 Village President Burke thanked Mr. Singh in all of his efforts and work that you put together.
27 At our Board Meeting we will have a further discussion on this and it will move forward.

28
29 Mr. Singh stated thank you for the opportunity guys. Thanks for listening to our plan. He felt
30 very welcomed coming to Olympia Fields, just the positive vibes. He stated that Trinette did an
31 awesome job answering our questions, timeline questions we had. Thank you, guys, for asking
32 me the questions. He really feels honored. It is very special that you guys give me your time, you
33 give me your thoughts, and you give me your comments. Thank you so much.

34
35 Village President Burke stated that you had a chance to think about this, and you heard the
36 presentation. We are going to reconvene at 7 o'clock. We will have the regular Board Meeting.

37
38 The workshop concluded at 6:53 P.M.

39 *****

40
41 Respectfully submitted by Faith Stine.

42
43
44
45
46

1 **MINUTES OF THE VILLAGE OF OLYMPIA FIELDS**
2 **MEETING OF THE BOARD OF TRUSTEES**
3 **Held on August 17, 2020**
4

5 Due to the COVID-19 pandemic, this Board Meeting is being conducted remotely via
6 teleconference. The Regular Meeting of the Board of Trustees scheduled for Monday, July 13th,
7 was cancelled, due to the fact the Board of Trustees was in summer recess. The Regular Meeting
8 of the Board of Trustees was held on Monday, August 17th, 2020 at 7:00 P.M. The meeting was
9 called to order by Village President Sterling M. Burke at 7:00 P.M.

10
11 Present: Trustees – Watkins, Oliver, Pennington, Finley, Thomas, and Matz
12 Village President Sterling M. Burke
13 Village Administrator, Cynthia Saenz
14 Village Clerk, Drella Savage
15

16 Absent: None.
17

18 Village President Burke stated that in accordance with the Illinois Open Meetings Act, and in
19 light of the Governor’s most recent Disaster Declaration, I have determined that fully in-person
20 meetings conducted under the Open Meetings Act are not practical or prudent because of the
21 current pandemic disaster. Accordingly, meetings may still be conducted by audio or video
22 conference without the physical presence of a quorum of the Board of Trustees.
23

24 Village President Burke stated that in addition to that, this Board Meeting is unusual because of
25 the COVID-19 virus pandemic. Due to the Governor’s Stay-at-Home Order, all members of the
26 governing body and staff are participating remotely. We are using the AT&T Conference Call
27 Program that allows us to be in different places and participate as if we were all in the council
28 chambers at the Village Hall.
29

30 Village President Burke stated that at the dais with him here, at the Village Hall, is Cindy Saenz,
31 our Village Administrator; John McDonnell, our Building Commissioner; Drella Savage, our
32 Clerk.
33

34 All of the requirements of the Open Meetings Act will be in effect during this meeting. We will
35 be making sure that all guidelines are being followed, even though we are remote. Meeting rules
36 for Public Comment: We have developed an informal protocol where Board Members can speak,
37 and then when they are done speaking say, “I yield,” so that we are not talking all over each
38 other.
39

40 The amendment to the Open Meetings Act requires that we allow the public to observe this
41 meeting. It does not require the public be given the opportunity to participate in the meeting.
42 However, it is our policy to give the public the opportunity to present comments to the Board.
43 With that in mind, the public was given an opportunity to submit comments by email. We are
44 recording this meeting. A copy of the completed minutes will be posted on our website when
45 approved. Let’s get started with the meeting.
46

1 Village Clerk Drella Savage proceeded with roll call. Present were: Village President Burke.
2 Trustee Finley, Trustee Matz, Trustee Oliver. Trustee Oliver wanted to clarify for the record, that
3 he was present for the workshop. He had no ability to communicate, but he was present. Village
4 Clerk Drella Savage, stated that for the record, we received your electronic notification and we
5 did mark you present. Village Clerk Drella Savage proceeded with the roll call. Trustee
6 Pennington, Trustee Thomas, and Trustee Watkins. The Village Administrator, Cynthia Saenz;
7 Village Attorney, John Murphey; dropped off the call. Acting Police Chief, Mr. Scott Morgan;
8 Director of Finance, Ms. Betty Zigras; Building Commissioner, Mr. John McDonnell; Director
9 of Public Works, Mr. Jim Landini; and the Court Reporter, Faith Stine; and Chairman of the
10 Economic Development Commission, Mike Lewis.

11

12 **APPROVAL OF MINUTES:**

13

14 **Motion by Trustee Pennington, Second by Trustee Oliver to Dispense with the Reading of**
15 **the Minutes of the June 29th, 2020 Board Meeting; and Approve the Minutes of the June**
16 **29th, 2020, Board Meeting as Presented.**

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

18

19 **BILLS FOR APPROVAL:**

20

21 **Ratification for July Bills for Approval - \$293,240.01** – Village President Burke stated that
22 next on the Agenda is the Ratification of the July Bills for approval. Village President Burke
23 stated that these were forwarded via email. We have to formally approve them in a public forum.

24 **Motion by Trustee Matz, Second by Trustee Pennington to Approve the Ratification of the**
25 **Bills for July 2020 in the amount of \$293,240.01.**

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

27

28 **Ratification for August Bills for Approval - \$508,871.90** – Village President Burke stated that
29 next on the Agenda is the August Bills for approval of \$508,871.90.

30 **Motion by Trustee Pennington, Second by Trustee Matz to Approve the Ratification of the**
31 **Bills for August 2020 in the amount of \$508,871.90.**

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

33

34 **ADMINISTRATION REPORTS:**

35

36 **Report of the Village President:** Village President Burke stated that he is sure that all of you
37 experienced the storm that we had last week. There are a number of trees that got blown down in
38 the Village. We were without power. Even as late as Friday, 13% of the Village was still without
39 power after four days. Commonwealth Edison assured us they would have things up and running
40 by Saturday morning. The trucks were out. As of today, most of the homes have been brought
41 back online. The trees that fell, the really, really, big ones are still down and people are waiting
42 to have a number of people come in and saw them up in pieces.

43

44 Village President Burke stated that in his neighborhood, there are at least eight or nine trees,
45 anywhere from 10 inches to a foot and a half in diameter that are still littered all over the place.
46 This was not the average, everyday storm. Fortunately, nobody got hurt. It's just that people
47 were without power. In this day and age for people not to have access to electricity and look at

1 Netflix and things like that, he knows it is a real, real pain in the butt. But he thinks we all kind
2 of got through it.

3

4 Village President Burke stated that he wanted to say one thing about the virus, one of the reasons
5 we are not doing a meeting, at any given time at least 15, 16 of us, staff and Board Members that
6 are here, in this room we cannot get much more than 10 people in this room. Until we get to a
7 point where we can actually start having meetings in person, we will have to continue this for a
8 little bit. Unless, we can have a revival outside or something like that in a tent. Right now, this
9 room just isn't big enough to accommodate everyone. That's why we are meeting remote.

10

11 Village President Burke stated that he wanted to give a quick update. The Village of Olympia
12 Fields has had a total of 97 COVID cases. In the last 14 days, we had 10 cases. The trend is
13 down 41.2%. Chicago Heights is somewhere around 810 total cases. They had 57 new cases in
14 the last 14 days. Matteson is 533 cases. In the last 14 days, they had 46. Flossmoor is the closest
15 to us. They had 153 total cases. They had 11, one more than us in the last 14 days. Their trend is
16 down 63.3%. Homewood is up 83.3%. They've had 33 cases in the last 14 days. Orland Park had
17 118 new cases in the last 14 days. They are up 64.3%. Tinley Park is up 91 cases. Our neighbors
18 are doing nowhere near as good as we are. He is very, very proud of the fact that the Village as a
19 whole has really done a great job of doing everything they can to stay safe. Wash their hands and
20 wear masks. All of our businesses are doing a great job of ensuring that people coming in and
21 out are wearing their masks and practicing social distancing.

22

23 **a5 Branding & Digital Presentation** – Village President Burke stated that next we will have an
24 update from a5. Village President Burke inquired whether or not John Harris is on the call. There
25 was no response.

26

27 Mr. Lewis stated that he was going to come on at 7:10. He stated that maybe he could start with
28 the portion that he was going to give as an update, then hopefully John will come on.

29

30 **Economic Development Commission Update – Michael Lewis, Chairperson** – Mr. Lewis
31 stated that he is happy to be here tonight to give the Economic Development Commission
32 Update and a review of their work on creating the marketing and the branding plan for the
33 Village of Olympia Fields. Mr. Lewis stated that he is serving as Chairman of the Economic
34 Development Commission. On behalf of all of his colleagues which includes: Hilde Betts, Kevin
35 Brookins, George Chandler, Phil Paige, Howard White, as well as Gladys Foster from staff, and
36 Village President Burke, we welcome this opportunity to share our efforts with all of you.

37

38 Mr. Lewis stated that just as a refresher, this work began in earnest earlier this year after an
39 extensive RFP process that we employed to identify a fully qualified provider to guide us. We
40 have continued to work on this project despite the challenges that the COVID crisis has thrown
41 into the equation. As you all know, this has been something other than a normal time. We are
42 quite proud to be able to get through this and have things to report on.

43

44 Mr. Lewis stated that it is important to note, that the work that a5 produced has provided benefits
45 to other Committees and Commissions of the Village, as well as directly to the Village in terms
46 of the newsletter and the website. We are very grateful for a lot of the professional work and
47 guidance they have been able to give to us.

1 Mr. Lewis stated that this evening he wanted to share with you some recent upcoming, new
2 businesses that are locating in our Village. And in addition, to review the efforts of a5 to build a
3 brand, and briefly talk about next steps, future plans, and expectations to make sure that you are
4 all informed.
5
6 Mr. Lewis stated that when they come on representing a5, it will be John Harris, who is the
7 principal and founder of a5, and Lizzy Kreindler who is the Account Manager and Content
8 Specialist from a5. They will be joining us. Mr. Lewis stated that if John comes on while he is
9 speaking, just let us know that you are on or Lizzy.
10
11 Ms. Kreindler stated that John is on the line too. She stated that for some reason you couldn't
12 hear her and you can't hear John. She stated let me make sure that he entered the host code.
13 Village Administrator asked Lizzy to have John call in again, but make sure that he enters the
14 host code. Ms. Kreindler stated that he is hearing everything. She will send that to him right now.
15
16 Mr. Lewis stated that while you are doing that, he will give a quick recap to the Board of the new
17 businesses that will be locating in the Village, and will be coming between now and the end of
18 the year. We are quite proud of what has been accomplished. Mr. Lewis stated that he believes
19 that the Board had a visit with Quick Run Gas, which is the Shell Gas Station that will be
20 occupying the space that was formerly occupied by the muffler shop. They are going to put in the
21 expense of the building and structure there. It will be a Shell Gas Station. We anticipate that they
22 will have annual revenue of about \$3.4 million. That will be a very nice gateway to our
23 community on that southwest corner of Route 30 and Crawford. We are looking forward to that.
24
25 There's a business called "Bebo's" which is a fast food restaurant featuring shrimp, fish, and
26 chicken. That will be owned by Victor and Dana Cooksey. They are Flossmoor residents. It's
27 currently the space that Flatbelly's on Vollmer Road occupies. The lease will be signed this
28 month. They expect to have annual sales of somewhere in the \$350,000.00 to \$500,000.00 range
29 per year. That will be happening between now and year-end. There's also a Fisherman Island
30 Seafood Market which features both cooked and raw fish for sale. It will be occupying the
31 former Dunkin' Donuts space on Route 30. It will average about \$700,000.00 to \$1,000,000.00 in
32 sales. The owner also has an operation in Oak Forest. That will be a nice addition. Particularly,
33 in this COVID environment, a lot of people are looking for places that they can go and pick up
34 and purchase food, and not necessarily have to sit down. That's one of the decisions that has to
35 be made because of COVID-19. We are very excited about having them come and join the
36 Village.
37
38 Mr. Lewis stated that you all have heard about Batter & Berries. Craig and Tanya Richardson are
39 the owners. The lease has been signed. Last year we had the lease signing celebration. They will
40 be opening between now and the end of the year. That's expected to be about \$2,000,000.00 in
41 annual sales. That will be a very nice feature to the Vollmer Road Corridor. JJ Fish & Chicken
42 will be located adjacent to the Shell Station on the corner of Western and Route 30. The owner's
43 name is Marvin Hudson. They expect to do about \$250,000.00 a year in sales. You have five
44 businesses that in summary, will bring about \$7,000,000.00 in annual sales revenue to the
45 Village. That will do nothing but help in terms of the tax base. We look forward to those
46 openings. Again, they will happen in 2020. They are really a precursor of what we think will be

1 forthcoming from the work that we are doing with a5. Mr. Lewis stated that in the Board Packet
2 is a copy of the presentation from a5.

3
4 **a5 Branding & Digital Presentation** – Mr. Harris stated that he is here. Mr. Lewis stated that
5 this is John Harris, who is the principle and founder of a5 and Lizzy who you spoke to. He has
6 already given the preamble. He has introduced you. He stated that for the next 10 or 15 minutes
7 the floor is yours.

8
9 Mr. Harris stated thanks for that lead-in. Thank you for the opportunity to provide this update on
10 where we are and where we will be shortly, in terms of creating a brand and story to promote
11 economic development. As it has evolved over the last several months to also build a stronger
12 sense of community and foster a stronger sense of pride in the community. We have been
13 working with staff and with the Commissions to create a brand campaign that will resonate with
14 residents, businesses, and stakeholders, that folks can rally around and talk about and tell the
15 story of what makes Olympia Fields different and better.

16
17 Mr. Harris stated that what you have in your packet, he won't go through it page by page, is the
18 start of that brand campaign. As you may recall, we went through a rather extensive process. We
19 met with the different Commissions. We met with each Board member. And we met with about
20 30 stakeholders from the community. He stated everything from healthcare to transportation, to
21 small business owners, and in between. We got a good feel for what people think of Olympia
22 Fields. And then went to work on crafting some key messages about the community that would
23 be exhibited and communicated through the brand and through the campaign.

24
25 Mr. Harris stated that one of those messages is just how beautiful the Village is. And that it is
26 this jewel of the south suburbs. Obviously, home to the Olympia Fields Country Club. A strong
27 healthcare presence with a teaching hospital at Franciscan Health. The location near all of the
28 interstates, I-80, I-57, I-294, and I-94, with two Metra Stations. He stated ranked high in terms of
29 community household income in the State of Illinois. The architecture of the homes, and the
30 emphasis on design. The schools, public schools, but also private schools. And ultimately,
31 creating stories around the strengths of each. Most recently, from an economic development
32 standpoint, with the Amazon announcement coming in nearby, that provides an opportunity here
33 to be able to leverage that for economic development. As Mr. Lewis expressed, there are a
34 number of businesses that are, and have come into the community. He stated that what we want
35 to do is create a long-term story and a long-term brand for long-term success.

36
37 Mr. Harris stated that after listening to everything, we presented three or four different brand
38 concepts. The chosen concept is this idea of "Olympia Fields, of course." If you look at it
39 visually, there's the "O" and the "F" that represents Olympia Fields, and the course is a subtle
40 nod also to the Olympia Fields Country Club. One of the things that the folks really liked about
41 the concept of, "of course," was it could be used as both a headline and a tag line, as both a
42 lead-in and sort of the punctuation this idea of an air of confidence, and a place worthy of
43 investment, whether moving here as a resident, or moving here or expanding as a business. It's
44 just this idea of "Olympia Fields, of course." Some language has been developed around it. Mr.
45 Harris stated that he will just read you a couple of sentences here. "It's looking for the right place
46 to open your business, consider beautiful Olympia Fields. The jewel of the south suburbs. It's
47 home to Olympia Fields Country Club and two Metra stops. Olympia Fields offers a great

1 location and room to grow in an upscale setting. Olympia Fields, of course.” The idea of room to
2 grow too was something that was important before the pandemic but, of course, with everything
3 that has gone on with the pandemic and people maybe looking for a little bit more room, there is
4 an opportunity for Olympia Fields to grow because of the inherent advantages of the community
5 already.

6
7 Mr. Harris stated that what we have done in terms of execution, you have all seen the street
8 banners, “Congrats to all the 2020 grads.” Then the print newsletter. We are almost finished with
9 the pitch deck from an economic development standpoint. And also, an economic development
10 microsite which will launch here in the next day or two. On that economic development
11 microsite, there is not only going to be the overall campaign and story, there’s individual stories
12 of people and places of businesses. We’ve developed stories around Batter and Berries,
13 Franciscan St. Francis Hospital, the Kidney Care Center, the Country Club, Bizios, and a variety
14 of other businesses in the Village. He stated that what it does, it also provides a platform for
15 ongoing communication that can be used for social media, for e-newsletter, for Google Apps,
16 and for the print newsletter as well. He stated that having those individual stories of people, and
17 success, and place, but you will also see on that microsite that each of the development parcels in
18 the Village is getting its own section and its own little story. So, it is very easy for a potential
19 developer or a business owner to see and understand that particular place, and also to learn about
20 the ease of working with the Village of Olympia Fields, and the opportunities that are available
21 to developers and business owners.

22
23 Mr. Harris stated that we have some things coming up here. He will turn it over to Lizzy to just
24 talk about what’s next and the official launch.

25
26 Ms. Kreindler stated that the next steps include applying this brand to the remaining deliverables.
27 That’s telling stories of people onsite. We can continue to build that library with more stories,
28 including some of the stories that Mike had mentioned earlier. We have e-news and social media
29 still to roll out, and some remaining changes to the Village’s website which you can see in your
30 packet. All of which will be done the week of Labor Day. Then we will launch both inside and
31 outside the community with key leaders. And residents really have this viable campaign that
32 everyone can rally around. We’ll track metrics which could include social media followers and
33 website visits. And all of that leads to progress towards our bigger goal, which are economic
34 development, community building, and cultivating that sense of pride in Olympia Fields as a
35 community.

36
37 Mr. Harris stated that they are excited for you guys to see everything. You have seen a few
38 things. You can see a lot more here in the very near future. The BMW Championship, we are
39 doing some gorilla marketing around that. Obviously, with the pandemic they don’t have the
40 spectators. He stated but signage and banners, and talking points. He stated in working with
41 Mike Lewis, we delivered talking points literally today to the WGA, the Western Golf
42 Association, and the Country Club. They are going to get those to the PGA and to NBC, making
43 sure that while the FedEx BMW Championship is in Olympia Fields, we are working to get
44 attention for the Village of Olympia Fields. He is more excited for you to also see the economic
45 development pitch deck which has all the stats, and all the stories, and all the reasons one would
46 want to invest in Olympia Fields. That’s the summary of where we have been and where we are.

1 There's a lot more that you are going to be seeing here shortly. We appreciate the opportunity
2 and are looking forward to it.

3
4 Mr. Lewis thanked John and Lizzy for that update. He knows it's brief, but he thinks it's
5 comprehensive. He stated that what we tried to do tonight is just give you a brief idea of the
6 work that has taken place and what has been accomplished on the brand and image, as well as
7 some of the businesses that have already been secured for our community, which we think is a
8 precursor of what's to come. We think that despite all those challenges that were posed by the
9 COVID-19 pandemic, we've been able to pivot successfully and be well positioned for growth
10 and for the future because of these efforts and the commitment was made to work through this
11 pandemic to really make sure that we were ready for opportunity when opportunity knocks. Mr.
12 Lewis thanked the leadership team and the Board for your continued support, because without it
13 we wouldn't have been able to do this. He stated that with that, he will turn it back over to
14 President Burke for whatever comes next on the agenda.

15
16 Village President Burke thanked Mr. Lewis. He inquired whether or not anyone from the Board
17 had any questions of a5. Trustee Pennington stated outstanding presentation. Village President
18 Burke stated that they have done a really good job and he thinks they are ready to launch into
19 doing some really, really great things. We are really proud of how well the businesses have been
20 functioning in the Village and have been able to be sustainable during this virus. He stated that as
21 John said, we are going to do everything that we can to make sure that people around us know
22 that, as well as the public. In the last newsletter that we published, of course, everyone knows
23 that there are no spectators. There are a number of people working on the golf course. During
24 that week there will be two billion households watching this tournament. We are going to get a
25 lot of publicity. You heard John talk about gorilla marketing. We are trying to make sure that we
26 take advantage of that TV time to give the announcers, not only things to talk about in Olympia
27 Fields, but also the opportunity, and they have pictures and things around the area, not just on the
28 golf course. Village President Burke thanked John and Lizzy for all of their work.

29
30 **Discussion to Approve the Addition of a Liquor License for Batter & Berries** – Village
31 President Burke stated that next on the Agenda is a discussion about the approval of the Liquor
32 License for Batter & Berries. He wants to make sure that everybody is aware that we have a total
33 of 10 Liquor Licenses in the Village of Olympia Fields. We have kind of kept it tight like that so
34 that we can be very selective about who gets Liquor Licenses. That's one way in which we make
35 sure that we don't want to become a place where you can come here and go into a liquor store
36 and buy liquor. Wal-Mart has stuff that you can buy. Service stations have liquor that you can
37 buy. We have no liquor stores.

38
39 Village President Burke stated that you guys may, or may not know or be aware of about a week
40 ago there was an accident with a fatality on Western and Lincoln Highway. He stated that
41 without getting into all the gruesome details about it, there is a club for all practical purposes,
42 right across the street from the Old Charter Bank building. Someone left there that was not
43 necessarily intoxicated, but had alcohol, but had other substances in his system. He was on a
44 motorcycle and he ran a light and into a car and he got killed. This occurred across the street
45 after 12 o'clock in Chicago Heights. Some of the things that we want to talk about and get the
46 Board's approval on, we want to reduce the hours in which people can serve alcohol and do
47 things like this in the Village of Olympia Fields. We want to add a couple of licenses to our

1 existing Liquor Licenses, but at the same time we are reducing the number of hours in which
2 somebody can actually buy alcohol.

3
4 Village President Burke stated that as you heard from Mr. Singh, he voluntarily is shutting down
5 whatever he is selling in there at 11 o'clock. He is shutting the whole store down. We went and
6 talked to the people at the Dotty's. Their license allows them to go until 2 o'clock. You have to
7 have a liquor license serving beer and wine in order to have a Gambling License. He inquired of
8 Mr. McDonnell whether or not that is correct. Mr. McDonnell stated that is correct. Village
9 President Burke stated that in the case of the Dotty's, the two Dotty's are asking because the law
10 has changed in the State of Illinois, anyone who has an existing license can go from five to six
11 gaming devices. The trade-off is to allow anybody who is existing, and the one that we are
12 advocating for, that you can do this but you are going to have shutdown at midnight. We think
13 that is in keeping with maintaining the nature of the Village of Olympia Fields. We won't have
14 someone coming out in the middle of the night. One thing you may or may not know, the Police
15 Department runs a four person shift on mornings and on the afternoon shift it shuts down at 12.
16 But typically, at night it is two officers on duty. And having alcohol served after 12 o'clock puts
17 potential stress on those officers, those two guys that we have on shift. If there is any kind of
18 incident, only the two police officers on duty will be tied up. That's another reason why we are
19 looking at reducing the hours that alcohol can be served. Anything after 12 o'clock, is not
20 something that most people around here are going to be engaged in. At the same time, we don't
21 want to have to add to the police force after 12 o'clock either.

22
23 Village President Burke stated that there are two Gaming Licenses in the Village of Olympia
24 Fields. That is the existing Dotty's. The one on Lincoln Highway and one over here by Bizios.
25 We are looking to expand that to three with Quick Run. Redwood had a Gaming License also.
26 We had three. We are looking to expand that to four. We want to go to three Liquor Licenses.
27 One of the three is right now in our Ordinance, he guesses. He doesn't know how it slipped
28 through the crack. Wal-Mart was not codified, but we gave them approval. Is that what
29 happened? Mr. McDonnell stated that is correct. The Ordinance didn't expand on a license for
30 them. Somehow it was an oversight. He doesn't know how that happened. The number and the
31 Code did not get codified to add them in their class.

32
33 Village President Burke stated that we want to go from 10 liquor licenses to 13. It is really
34 adding just two. One, for Batter & Berries to serve wine and most of the stuff like that for their
35 establishment. The other Liquor License would be for Quick Run as you heard and that we
36 discussed in the workshop. He is going to open it up to the Board to ask any questions, and us to
37 debate it and discuss it before we put it into a vote. Any comments?

38
39 Trustee Matz stated that you said we are going from 10 liquor licenses to 15. Is that what you
40 said? Village President stated no, no to 13. One is to cover Wal-Mart which had already been
41 given authority years ago to do it, but somehow it slipped through years ago. We do not have that
42 on the Ordinance Docket. The two, would be to give Batter & Berries a Liquor License that
43 would allow them to serve alcohol, wine and things like that during their brunches. The other one
44 would be to provide Quick Run with the ability to sell, and meet the requirement that the State
45 has put in place for alcohol, and that's beer and wine.

46

1 Trustee Matz stated that this is just a question. She thought once again, when we all collectively
2 agreed to raise the Liquor License from the price point that it was to \$5,000.00, that that would
3 be a deterrent because we did not want our Village known as having a bunch of liquor
4 establishments.

5
6 Village President Burke stated we did not want it to be known as a place that you can go buy
7 packaged liquor, like a liquor store. We don't want that. Right now, the Village, we are in
8 competition with Villages all over Illinois. He stated that to get and bring in additional
9 businesses, people are questioning things like video gaming and they are asking to be able to buy
10 and sell alcohol. In the case of Quick Run, it's on Lincoln Highway. There are liquor stores.
11 There's Wal-Mart. There is an existing Shell Gas Station on Western. There are several clubs,
12 Bocce's and others that all sell alcohol. If we don't enter into it and do that in that environment,
13 then we will lose our economic development opportunities up and down Lincoln Highway. The
14 alcohol that is being sold on Vollmer Road, it pretty much has to do with either existing places,
15 or it has to do with restaurants. You can't open a restaurant up today without the ability to sell
16 some form of spirits. Our number one objective here is to maintain the nature of the Village of
17 Olympia Fields. At the same time, you have to be realistic about what really goes on in the real
18 world. We actually discussed shutting down alcohol sales at 11 o'clock. That might put an undue
19 stress on restaurants that we may be trying to attract. The compromise was to try to do it at
20 midnight. That would allow us to be accommodating to people that we can be selective about
21 who we would allow to have alcohol sales, but at the same time be realistic about trying to attract
22 people to come to the Village.

23
24 Trustee Pennington stated that he is looking at Item 14, "Class H, the Hybrid License." He would
25 assume that is pertaining to the Quick Lick, Quick Run, whatever it is there. Village President
26 Burke stated Quick Run. He stated that you have to be careful when you say, "whatever it is."
27 This is a \$115,000,000.00 additional revenue for the Village of Olympia Fields. You have to get
28 accustomed to what this is really about. Trustee Pennington stated that he understands. He did
29 not mean anything other than that. Village President Burke stated that he knows. Trustee
30 Pennington stated that it just didn't strike him. This does pertain to the gas station, right? Village
31 President Burke stated that the Hybrid License pertains to them. Trustee Pennington inquired can
32 you or John expand on the meaning of the Hybrid License vis-a-vie the other type of licenses
33 that we have in place?

34
35 Mr. McDonnell stated that the Class H was put together as a Hybrid just like it says, because the
36 other classes that we have do not accommodate for the consumption of alcohol and the retail sale
37 of alcohol in one location. Quick Run is asking for a Gaming License, which requires them by
38 State Law, it needs to be accompanied with a Liquor License for them to serve alcohol to the
39 people that are gaming. We don't have a class that would accommodate that. If the Board wants
40 to allow Quick Run to have its facility here, they are asking for not only to have the gaming, but
41 the people at the gaming could have beer or wine while they are playing a game, served to them
42 by the person at the counter. And they want to sell over the counter for consumption of alcohol
43 offsite. Trustee Pennington stated that he understands. He inquired whether or not there is a
44 number of minimum drinks that they are allowed to serve. Village President Burke stated that
45 there is no minimum per State Law. It's just that the State put this in place when they granted the
46 video gaming. They have to serve alcohol. It's Hybrid for two reasons. One, all of the gas
47 stations today allow for the sale of packaged liquor. All of them that exists today. In this case,

1 because they are asking for the ability to have gaming, by State Law they have to be able to serve
2 everybody a drink. He stated that what we found out, after doing the research, is that what they
3 would be serving is not hard alcohol. It would be beer and wine. That is what the minimum
4 requires that they can do that. He stated that Doty's, he doesn't think that we found that they
5 were really doing much hard alcohol, it was mostly beer and wine. That's why the Hybrid. It's a
6 gas station that sells packaged liquor up to a certain size in the store. He stated and like all
7 service stations it has to be capped. You can't open it or drink from it. The other side of it is to
8 participate, according to the law, you have to have beer and wine served in order to do video
9 gaming. That's why it's a Hybrid. Trustee Pennington stated that he understands. Thank you.
10 Village President Burke inquired whether or not there were any other comments or questions.

11
12 **Resolution #2020-04** – A Resolution Supporting and Consenting to the Cook County Class 8
13 Property Tax Incentive Application for Certain Property Located in the Village of Olympia
14 Fields, Illinois (Class 8 – Quick Run Gas Station) – Village President Burke stated that we will
15 move up to the Resolution Supporting and Consenting to the Cook County Class 8. It is
16 Resolution #2020-04 - A Resolution Supporting and Consenting to the Cook County Class 8
17 Property Tax Incentive Application for Certain Property Located in the Village of Olympia
18 Fields, Illinois (Class 8 – Quick Run Gas Station) –

19 **Motion by Trustee Oliver, Second by Trustee Pennington to Approve Resolution No. 2020-**
20 **04 - A Resolution Supporting and Consenting to the Cook County Class 8 Property Tax**
21 **Incentive Application for Certain Property Located in the Village of Olympia Fields,**
22 **Illinois, specifically 3780 Lincoln Highway, PIN# 31-23-107-010-0000.**

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

24
25 **Discussion to Allow Changes to Ordinance Section 4-56 (e), Number of Allowable Gaming**
26 **Machines –**

27
28 **Ordinance #2020-13** – An Ordinance Amending Various Sections of Chapter 4, of the Olympia
29 Fields Village Code, “Alcoholic Liquor” [First & Second Reading] – Village President Burke
30 stated that the next one is an Ordinance amending various sections of Chapter 4 of the Olympia
31 Fields Village Code, “Alcoholic Liquor” [First & Second Reading] -

32 **Motion by Trustee Oliver, Second by Trustee Pennington to Waive First Reading and**
33 **Approve in Second Reading Ordinance No. 2020-13 - An Ordinance Amending Various**
34 **Sections of Chapter 4, of the Olympia Fields Village Code, “Alcoholic Liquor.” 1. To**
35 **Approve the Addition of a Liquor License for Batters & Berries. 2. To Approve the**
36 **Addition of a Liquor License and Gaming License for Quick Run Gas Station. 3. To**
37 **Modify the Hours of Operation to a Uniform 10:00 A.M. to Midnight, Seven (7) Days a**
38 **Week for Class A, A-1, and H Licenses. 4. To Create a New Class “H” - Hybrid License - to**
39 **Allow Both Alcohol Sales and Consumption on the Premises along with Package Sales. 5.**
40 **To Amend the Number of Allowable Video Gaming Terminals from Five (5) to Six (6)**
41 **Consistent with Recent Legislation. 6. Effective Date of the Amendment for Change in**
42 **Hours for Class A, A-1, and H, Will be 1/1/21.**

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

44
45 **Report of the Village Administrator:** Village Administrator Saenz stated that she didn't have a
46 formal report. Village Administrator Saenz wanted to remind the Board, as the Village President
47 mentioned the BMW Championship will be held without spectators. In your Board Packet there

1 is a Press Release from the WGA that includes information about the championship. We have
2 also posted this Press Release on the website for the residents. The championship will begin next
3 week. There will not be any spectators, but there will be national coverage on quite a few of the
4 sports channels.

5
6 Village Administrator Saenz stated that one of the other things that a5 will be doing this week is
7 going throughout the Village taking pictures and shooting video that they will actually be
8 sharing with the golf stations on the news outlets. During next week, if you have the time, maybe
9 just spend some time on a few of those stations and see if you can see a peek of what we have to
10 offer. We will be that window to the world for four days.

11
12 Village President Burke stated that if the Board has some suggestions of places that we want to
13 make sure that a5 gets to the TV stations and the news outlets. Village Administrator Saenz
14 stated yes, if you have any suggestions or recommendations feel free to send her an email. We
15 will be coordinating with them beginning tomorrow. Any suggestions that you have are welcome
16

17 Village President Burke stated that Drella just passed him a note that said that we have a number
18 of new people that moved into the Village with small children. We need to try to make sure that
19 we show and get some pictures of some toddlers so people see that this is a good place to raise
20 children. He thinks that is a good catch. Village Administrator Saenz stated that she will share
21 that with a5.

22
23 Trustee Watkins stated that's a great idea, Drella. Are we working with the HOA Presidents to
24 ensure that that is done?

25
26 Village President Burke stated yes. He thinks that is a good way of doing it is to reach out to
27 them. They are the ones who probably know who has moved in. He noticed in The Greens, he
28 sees more kids running around than he has seen in a really, really long time. They are all six,
29 seven, eight years old, 10 years old. It is a refreshing thing to see. You ought to send a note out
30 to the HOA Presidents to see if they can give us an idea who some of the new young people are.

31

32 **DEPARTMENT HEAD REPORTS:**

33

34 **James Landini – Director of Public Works**

35

36 **August 10th Storm Damage Update** – Mr. Landini stated that to reiterate what the Village
37 President stated earlier, he just wanted to give you guys an update on the storm that happened on
38 August 10th. The Village did have some pretty substantial tree damage, especially in the
39 Hawthorne Hills Subdivision. There were some down power lines there which the Village
40 President talked about. As far as he knows, all power has been restored as of Saturday in the
41 Village.

42

43 Mr. Landini stated that he wanted to update on what Public Works is doing during this. There are
44 obviously a lot of branches and piles out in front of homes right now. We are chipping every day.
45 The chipper crew is going through and grabbing everything they can by hand and chipping it.
46 We are following with the heavier machinery to pickup the debris and put that in dump trucks.
47 Normally, our chipping days are just on Fridays. We are going every day. We have lists of

1 people that have called in. We are hitting every subdivision until everything is clean. We are
2 focusing on the worst areas first. Next week we will make sure that everything around the
3 Country Club is cleaned up. It will just be a continuing effort until every branch is picked up. He
4 stated that if there are any questions, or anything about the storm, he would be happy to answer
5 them.

6
7 Trustee Watkins stated that the Village President mentioned earlier all the damage that was done,
8 and the outage at the Village. Do we have a generator currently in place? Mr. Landini stated yes.
9 He stated that all of our facilities do have natural gas generators. So does all the sewer lift
10 stations and the municipal building. After the storm, we had two sewer lift stations that were
11 without power until Saturday. Those were near the Hawthorne Hills Subdivisions. He stated that
12 backup generators were running the entire time so there were no service interruptions. Trustee
13 Watkins stated oh, perfect. She thanked Mr. Landini.

14
15 Village Administrator Saenz stated that Jim did prepare some information in regards to branches
16 and limbs and the pickup requirements. We have uploaded that information to the website as
17 well. You can refer your neighbors, or take a look. There are certain criteria that has to be met in
18 order for Public Works to pickup those branches and limbs. Mr. Landini stated that is correct.

19
20 **Betty Zigras – Director of Finance**

21
22 **Ratification of the iCloud Online Services Agreement** - Ms. Zigras stated that last month the
23 Board of Trustees received an email or a memo requesting approval of a new online utility
24 billing payment processor called “Invoice Cloud.” She stated that Invoice Cloud will replace our
25 current online bill pay processing which will no longer be supported by MSI, so we needed to
26 make this change. We received email approval to proceed with Invoice Cloud from the Board of
27 Trustees. This is a vote to ratify the email approval.

28
29 Village President Burke stated you guys may, or may not be aware that last week the Village, or
30 the week before, we were down for like four or five days. We were having trouble with the
31 internet, Comcast, and we do voiceover IP. There was also a problem with getting into some
32 systems because of that. We were able to get through it. There was a lot of intermittent activity.
33 If you haven’t been over here lately, you will see a bunch of bright, orange cones that is
34 protecting the line that is going across where the Comcast cable is coming into the Village. He
35 believes that we got hit twice in two weeks. It turned out to be a cable that was spotting out. The
36 software that Betty is talking about, yes. It is internet based, but at the same time it is going to
37 help us have multiple servers in this physical building in case we do have a typical problem, a
38 fire or something like this. It’s a new software that can run on the cloud. They do backup stuff in
39 that system versus us having hardware.

40 **Motion by Trustee Pennington, Second by Trustee Watkins to Ratify the Invoice Cloud**
41 **Three (3) Year Services Agreement for Online Bill Payment Approved by the Board in July**
42 **2020 Via Email Circulation.**

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

44
45
46
47

1 **Chief Scott Morgan – Interim Police Chief**

2
3 **Authorization to Purchase 2 – 2020 Ford Police Interceptor Hybrid Vehicles Utilizing Asset**
4 **Forfeiture Funds** – Acting Police Chief Scott Morgan stated that what he has on the table for
5 tonight is asking for authorization and for the purchase of two new squad cars. These squad cars
6 are 2020 Ford Interceptors. They are all wheel drive and they are Hybrids. One of these vehicles
7 was approved during the 2021 Budget meetings. The other one is a replacement for a vehicle that
8 was involved in an accident. Both of these vehicles will be purchased out of the Asset Forfeiture
9 Fund, not out of the General Fund.

10
11 Acting Police Chief Morgan stated that each vehicle right now is stickered at \$41,123.00. That
12 includes \$5,864.00 worth of factory installed upgrades. These vehicles would be purchased from
13 Currie Motors in Frankfort. They are part of the South Suburban Purchasing Cooperative. That is
14 one of the dealers authorized by the State of Illinois to sell us these vehicles.

15
16 Village Administrator Saenz stated that you said also just to mention the amount that we
17 received from the insurance company in regards to the vehicle that was involved in the accident.
18 Acting Police Chief Morgan stated that the reimbursement amount that we received already is
19 \$19,000.00. We will go through the parts on that vehicle, anything that is damaged and can't be
20 reused. We should also get a settlement from the insurance company.

21
22 Trustee Pennington inquired of Acting Police Chief Morgan that that amount will offset the
23 amount of the price of the second vehicle. Trustee Pennington stated the amount of the recovery
24 that we received from the insurance. Acting Police Chief Morgan stated yes.

25
26 Trustee Finley stated that she wanted to commend you for hearing clearly our interest in making
27 sure that we do everything that we can to conserve both our energy and money, and making a
28 decision to purchase Hybrid. She thinks that you have taken a strong step in the right direction.

29
30 Acting Chief Morgan stated that he is looking forward to getting these squads if the Board
31 authorizes to purchase them. He thinks they will be a great addition to the fleet. They say that
32 they get like 25 miles to the gallon with these. He thinks that we will get even better than that.

33
34 Trustee Oliver inquired that in addition to the costs of the vehicles themselves, does that cost
35 include the full accoutrements if you will, for each of those cars? Acting Police Chief Morgan
36 stated that there will be some more expense with the upgrades, the setups for those squad cars.
37 He stated that almost \$6,000.00 worth of upgrade was already done on these which include some
38 exterior lighting. The light bars, which is usually anywhere from a \$2,000.00 to a \$3,000.00
39 expense. We will be using light bars that will be taken off the vehicle that was involved in the
40 accident. That vehicle will be taken to auction. We will save money there. He stated that some of
41 the expenses that we will have to put out is the prisoner cage and maybe some extra side lighting
42 for the vehicles. That amount should be less than \$5,000.00 per vehicle. That money is in a line
43 item. That was approved during the 2021 Budget. Trustee Oliver thanked Acting Police Chief
44 Morgan.

45

1 **Motion by Trustee Oliver, Second by Trustee Pennington to Approve Resolution No. 2020-**
2 **05 – A Resolution to Accept, Approve, and Adopt in its Entirety, the 2019 Cook County**
3 **Multi-Jurisdictional Hazard Mitigation Plan; and that the Village of Olympia Fields will**
4 **Continue to Participate in the Updating and Revision of the 2019 Plan.**

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

6
7 **Passing of Former Trustee Shirley Nale** – Village President Burke stated that all of you had an
8 opportunity to see the note that Shirley Nale passed away. She was a long-time stalwart resident.

9
10 **TRUSTEE LIAISON REPORTS:**

11
12 **Building Department/Community Relations Commission – Trustee Finley** – Trustee Finley
13 stated that it has been a busy, busy month. There are three items that she wants to highlight and
14 she asked John to join her in giving more context and texture to them. Trustee Finley stated that
15 the Building Department is working continually on the hospital. This pertains to the temporary
16 buildings and trailers for the testing and treatment of COVID. The hospital is still looking at
17 ways to streamline and keep the rest of the people in the hospital and their staff safe from the
18 COVID activity. The Building Department, of course, will continue assisting with this process as
19 it pertains to building safety and location for the hospital. Trustee Finley stated that she is going
20 to do all three of these really quick and then John can pick and choose where he thinks that he
21 wants to add more.

22
23 Trustee Finley stated that the second item is that COVID has slowed the progress on many of our
24 projects. She stated that Traditions is the good news because the construction is back and moving
25 forward. The construction of the new houses started last November. They are moving forward
26 and they had their first set of inspections pertaining to the building, the foundation, and the
27 drainage. The construction continues. It has been slow, but it is still going.

28
29 Trustee Finley stated that the third item is the rewrite of our Zoning Ordinance is near
30 completion. She has been looking at the invoices for this work. She is glad that it is near
31 completion. The rewrite has been through legal review and is currently being finalized, reviewed
32 by the Building Commissioner. Soon we will be handing out the new document for review by
33 our Planning and Zoning Commission members, and some sections to be reviewed by the
34 Economic Development Commission. She is expecting the new Zoning Ordinance to be before
35 the Planning and Zoning Commission before December because that is what John is expecting.
36 Trustee Finley inquired of Mr. McDonnell whether or not there was anything more that he
37 wanted to say about any of these.

38
39 Mr. McDonnell stated no. He just wanted to make a point about the hospital. There has been
40 great communication with them. Their engineers and their contractor, which is basically owned
41 by the Sisters for the hospital, they have been in contact with him through these past several
42 months, at least once a month to just give him the update of how much longer they think they
43 will have those temporary trailers there; how long they might have the temporary emergency
44 building there. They have had some talks that they may be moving those around on the site of the
45 hospital as they find that they would have better traffic flow if it was located in a different area.
46 You may see some site changes there on the hospital. He stated but for right now, those buildings
47 are going to stay. They are not utilized that much any longer. The hospital is definitely ready to

1 receive any emergencies that could come up if COVID happens to go on the rise. They have
2 been communicating with him very well. He just wanted to make a point of that.

3
4 Mr. McDonnell stated also, the rewrite of the Zoning Ordinance, it is going to take him a couple
5 of weeks to review what the attorney has changed in the document from when it was originally
6 written by Teska Associates. He will keep everybody posted on that Zoning Ordinance.

7
8 Trustee Finley stated that she just wanted to add that the temporary buildings, if you have not
9 had the unfortunate need to go to one, she did when she was diagnosed with COVID. She stated
10 that while they aren't the same as being actually inside the area of care, the actual hospital, they
11 are substantial. They do have the testing equipment. The staff handles everything very
12 professionally, efficient, clean, and it will get the job done. They did more than just throw up
13 something. They actually did a thoughtful response to service, and she thinks the rigor of
14 endurance.

15
16 **Community Relations Commission** – Trustee Finley stated that she has several items for the
17 Community Relations Commission. One, is that the graduation banners have been repaired.
18 Some of you might have noticed that the big wind that came through, not only knocked over
19 trees and other things, but it tore some of our banners away. She stated and thanks to Andrea
20 Davis who is our chair, we have been able to get them repaired quickly. They are going to be
21 reinstalled. She believes that there were three of them that were damaged. We think they will be
22 reinstalled on Wednesday of this week. She stated certainly before the golf classic over at
23 Olympia Fields Golf Course. The banners have been well received. We have a letter of thanks
24 and congratulations on them from Sharon Bean, who all of you probably know is the President of
25 the Original Village Homeowners Association. She won't read the letter here. She will make it
26 available. It simply says that they are pleased, "she believes that the posting of the banners adds
27 a clear message that Olympia Fields values education and those who pursue it."

28
29 Trustee Finley stated that the other thing that she wanted to say about the banners is that it was
30 our first opportunity to use the services of a5 with making sure that they were consulted
31 regarding the actual design of the banner. So, we are learning to work across various new parts
32 of the Village, Consultants, its staff, its volunteers. When we do it that way, we get a collective
33 view and we think that we get the best execution of what it is that we are going to be presenting
34 as the Village look. We want to thank a5 for their help with that as well.

35
36 **Update on the Census Campaign** - Trustee Finley stated that the Community Relations
37 Commission is also working diligently on the Census Campaign. Here is the update for our
38 numbers as of August 16th, 2020. The Village of Olympia Fields is at a 76.6% response rate. We
39 are excited about that. It shows the work. It shows that our residents care passionately and
40 understand the importance of responding to the Census. The CRC Campaign, the signage, and
41 the other work that has been done is taking a seat. We expect to get this number even higher as
42 the Census Bureau conducts their door-to-door campaign for those respondents that they have
43 not actually heard from or are not aware that they have heard from. She believes that the door-to-
44 door campaign started August 11th.

45
46 Trustee Finley stated that what you want to know about that 76% is that the State of Illinois itself
47 is at 68.7%. The Village is currently 7.9% above the actual State itself. In 2010, the total self-

1 response was 76.5%. We are beyond that now and still going. The other thing to note about that
2 number, if you just want to stretch out for what that maps out to be, is that this 76.6% makes the
3 Village of Olympia Fields as a municipality, the highest responding municipality in America.
4 The highest response rate is the State of Minnesota at 72.9%. We are at 76.6%. The numbers are
5 great to know. She stated but more important, is that our residents and our community
6 understand and supports the efforts to make sure that the Village gets the response it needs in
7 order to bring the resources that we need in order to be who we are and like to be. The Census
8 takers are starting to go door-to-door to non-responding households in August. They will be
9 doing that through August 30th. The Census Bureau also reports that they are ending all counting
10 efforts of the 2020 Census on September 30th. That's a month sooner than they had previously
11 announced, so just be aware. In support of the door-to-door campaign, the Community Relations
12 Commission did a letter with the door-to-door campaign information. We sent it to the HOA
13 Presidents and asked them to make sure that all of their neighborhood residents got it. The
14 thought was that the HOA Presidents definitely know who their neighbors are. They are
15 communicating it in their own way. That will help people pay more close attention to people
16 knocking on their door. The idea that this is a known activity and that it is trustworthy, and that
17 we are anticipating and expecting it.

18
19 Trustee Finley stated that Trustee Matz created her own flier for raising awareness of the Census
20 and sent it out. Trustee Finley stated that she believes that she is passionate about it. She made it
21 clear. We have to thank everybody who wants to put their hands on this effort. Trustee Finley
22 stated that she will ask you, if you are determined that you are going to do something
23 independent outside of the campaign that we are running, then if you can give us a chance to take
24 a look at what you are going to do, we might be able to add some insights that might influence
25 how you say something and what you say. Trustee Finley stated that she is aware of one call
26 from a Villager. She stated that he was asking the Village to help him fill out his Census Form
27 with his personal information, which the Village Administration can't do. That is how he
28 understood and read what it was that he saw on the flier. We are learning as we create these
29 things together. And Lord knows, we will all be better if we continue to do it. We love passion.
30 And we love all hands-on deck. If you put those hands together as often as you can, we will
31 probably be the very, very best that we intend to be with our volunteer efforts.

32
33 Trustee Finley stated that she also wants to let you know that the CRC leadership has been
34 talking with the South Suburban Housing Center, which is an organization that we connected
35 with last year. The CRC has been in conversation with the South Suburban Housing Center, and
36 we have communicated with them that these are the things that we are looking forward to given
37 the new branding: providing a home mortgage counseling service to Olympia Fields residents.
38 We are lending special emphasis reflecting the new Village Branding Campaign, and how
39 Villagers will be received when they talk about their current mortgage status. Therefore, the
40 CRC has asked the South Suburban Housing Center to assign a dedicated counselor for Olympia
41 Fields residents. Additionally, we expect to be able to put a link to the South Suburban Housing
42 Center on the Village's website. We also asked for reporting from them to us so that we can
43 know how we are doing, who is taking advantage of what, and any other insight that we can get
44 that tells us how to best serve the Village going forward. These are the highlights of the work of
45 the CRC.

46

1 Trustee Finley stated that we've got an incredible group of people working really, really hard and
2 they are smart. She thinks that one thing that is most impressive because she gets a chance to sit
3 in on the meetings as the Board Liaison, is how much they are about the business of service. That
4 matters. They test it against their own values and their own lives. Is this something that they
5 would like to see happen in their homes or in their neighborhoods? The conversation is great.
6 She invites any of you who want a chance to get a sense of them to make it known that you are
7 interested in attending some new conversations. She thinks that you will be delighted when you
8 see the crossover from one department to the other department of the people who are doing a
9 general outreach of the Village.

10
11 Village President Burke inquired of Trustee Finley whether or not he could ask her one quick
12 question about the housing people. When we talked about this about a year ago, long before the
13 pandemic, we knew that there were some houses in the Village of Olympia Fields that were
14 under duress. Of course, we have a lot of people who are retired, who are not necessarily
15 working. Is there anyway that that organization could help? We don't want to embarrass
16 anybody or create a problem. Do they have any kind of programs to help people who may be
17 having issues because they can't go to work and they are not getting paid? People are watching
18 their money to help pay rent or mortgages. He was reading someplace earlier today that FHA
19 was having a record amount of foreclosures. He doesn't know how many of those kinds of
20 situations we have in Olympia Fields. Are they in a position to, and is the CRC in a position to
21 try to identify, or put the word out that this is a resource that can be used without anybody
22 getting embarrassed?

23
24 Trustee Finley stated that the good news is, the answer is a resounding yes to that, which is one
25 of the reasons we selected South Suburban Housing Center as our partner. The messaging they
26 are really good at, and that is in keeping with what it is that is the spirit behind the a5 campaign
27 for us. This isn't to be looked at as where you go when you are in trouble. You look at it as
28 where you go to get smarter, to be more efficient, to be more effective. Things change
29 particularly in the world of COVID. You want the best resources you have at your back. That's
30 the South Suburban Housing Center working for, and in partnership with the Village of Olympia
31 Fields has that kind of advantage, that kind of intelligence, that kind of edge. That is what it is
32 that they bring to the table. She stated and with adding these other points of emphasis of service,
33 we believe that we are in a good position to be able to assure our Villagers that this is how they
34 will be greeted, and hopefully that they will learn something and also make some timely
35 decisions on improvement. There are some things changing in our Village. You might have seen
36 in some of the neighborhoods more young people are around. They have come back home, many
37 of them. That makes some changes in the households as well. There are grandchildren who are
38 visiting all summer long, and for however long they may need to visit as the grandparents are
39 taking care of the first share of caregiver while the parents are working much differently than
40 how they use to be. As family life is changing, Village life is changing, and resources to support
41 those adaptations have to be at hand and seen as advantages. That is what it is that we are excited
42 about.

43
44 **Public Works/Park District – Trustee Matz** – Trustee Matz stated that she doesn't have
45 anything to add to what Jim Landini reported on for Public Works.

46

1 **Park District Updates** - Trustee Matz stated that she has a couple of things from the Park
2 District.

3
4 **Community Shred Day** – Trustee Matz stated that the Community Shred Day that they are
5 putting together is September 5th from 9:00 A.M. to Noon. They didn't say exactly what the
6 limitation is on what you bring. She is pretty sure a semi-truck of shredded things will be turned
7 away. She stated for everybody to bring one or two boxes, and have your important papers
8 shredded that day.

9
10 Trustee Matz stated that we have beautiful parks in Olympia Fields. She knows that it is going to
11 be showcased throughout the BMW Tournament. We have one particular park, walking trail that
12 is still an eyesore, but it is turning around. She stated that Jesus Vargas wanted her to let
13 everybody know that Metra came through with what they said that they were going to do. And
14 that's blacktop and sealcoat the walkway right over there, which is the walking path at 203rd
15 Street and the Metra Station, which is the heart of Olympia Fields and once was looked at as the
16 focal point of the Village. It is, and was in disrepair and is in need of immediate attention. She
17 stated that the President of Olympia Club, Lee Langon, brought this to our attention. He was
18 talking to us about the pond needing service. Then he went on to talk to us about how the
19 walking path was crumbling and our residents are using that walking path. We really couldn't
20 figure out who was responsible for the walking path. As we talked, there are three entities that
21 are responsible for the upkeep and grooming of that trail, which is 203rd Street and between the
22 Metra Station, which is the Park District, Olympia Club, and Metra.

23
24 Trustee Matz stated also too in that surrounding area, south of the walking trail are two lots.
25 They are overgrown with greenery and bushes. Underneath all of that overgrown foliage is
26 infrastructure that has already been laid and ready for development. If we had anybody come
27 through, they couldn't see the vision of what that area could be, or even to purchase it. It's not
28 kept up. It's overgrown. It is an eyesore. She stated that with that being said, we contacted Metra
29 to see who was responsible for that, the Park District. We contacted the Village which is i.e. Mr.
30 President, as well as John McDonnell, and the President of Olympia Club, Mr. Lee Langon. We
31 tried to come together as a collective body to kind of rescue this diamond in the rough. If you
32 don't get that pavement together, we don't get the pond together, we are doing a disservice for
33 the residents who really walk that area. It is right there at the Metra Station where you have
34 people coming and going. Trustee Matz stated that she wants to give much respect and a thank
35 you to Metra because they did come out. They blacktopped the walkway all the way around.
36 They even did areas that they weren't responsible for. They also gave Olympia Club a grant to
37 kind of help them with the water flow of the ponds. We are on the right track of trying to get that
38 together. She will ask all of her fellow Trustees to walk that area. She stated that if we don't
39 collectively try to get that area together, it is going to be an eyesore. As you said before, Mr.
40 President, this is a gem. It's just a small, three-mile circumference area of Olympia Fields. If we
41 don't get a handle on what we can control, it is going to get out of control. She just asks all of her
42 fellow Trustees to walk that area so we can collectively come up with some ideas on how we can
43 at least this partial land, make it look better. We really can't do it in enough time for the BMW.
44 She is pretty sure they are going to park over there in that lot. It is not at its stellar best.

45
46 **Public Safety/Educational Commission – Trustee Oliver** – Trustee Oliver stated that he
47 doesn't have a report for either of those Commissions this month.

1 **Thank you from Trustee Oliver** - Trustee Oliver stated that he would like however to indulge
2 the Board and the President, to say that it seems like it was only yesterday that he thanked the
3 Village for the support shown to my wife Pam and I, on the death of her mom. And now, he
4 comes before you to once again express his heartfelt gratitude for all of the support provided to
5 him and his family during the recent passing of our daughter, Kristen. The support was
6 overwhelming, far beyond what we would have ever thought. It was so warmly received. He just
7 wanted to publicly thank not just the Village, for what you have done, but the residents, the
8 Village Board members, and a number of other people, neighbors and friends who reached out to
9 us in our time of need. He just wanted to say, "Thank you."

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

12
13 **June 2020 Financial Statement** – Trustee Pennington stated that tonight, he will be presenting
14 the financial results of the revenues and expenses for our Village for the period ending June 30th,
15 2020. He stated starting with the General Fund, General Fund revenues for this period were
16 favorable to Budget projections by \$27,786.00, or 4% above projections. Our budgeted revenue
17 for this period was \$629,313.00. The Village realized actual revenues in the amount of
18 \$657,099.00. Trustee Pennington stated that General Fund expenses were favorable to Budget
19 projections by \$79,473.00, or 11% above projections. Trustee Pennington stated that Budgeted
20 expenses for the period were \$750,852.00, while actual incurred expenses were \$671,379.00. He
21 stated that when comparing total revenues to total expenses, this resulted in an operating deficit
22 however in the amount of \$14,280.00. Yet, the overall impact to the General Fund Budget is a
23 fund surplus in the amount of \$107,259.00.

24
25 Trustee Pennington stated that with respect to the Water Fund, water revenue for the period was
26 unfavorable to Budget projections by \$111,348.00, or 31% unfavorable to Budget projections.
27 Water revenue for this period was budgeted at \$355,200.00, while actual realized revenue was
28 \$243,852.00. He stated that this decrease in revenue can be contributed to the lower water usage
29 in our commercial business corridor during the period. Water Fund expenses for this period were
30 also unfavorable to Budget projections by \$14,664.00 or 4% unfavorable to Plan. Budgeted
31 expenses for this period was \$313,664.00. The actual incurred expenses were \$328,328.00.
32 Water purchases for this period was up 23%, thus contributing to the expense fund deficit. The
33 overall impact to the Water Fund is a deficit \$131,003.00.

34
35 Trustee Pennington stated that with respect to the Sewer Fund, Sewer Fund revenues for this
36 period were unfavorable to Budget Plan as well by \$55,207.00, or 20% unfavorable to Plan. The
37 Budget revenue for the period was \$279,167.00, while actual realized revenues were
38 \$223,960.00. Sewer Fund expenses were also unfavorable to Budget by \$10,651.00, or 5% of
39 Plan. He stated that \$224,995.00 was budgeted for the period. The Village incurred \$235,646.00
40 in actual expenses. This resulted in an operating deficit in the amount of \$65,858.00. The overall
41 impact to the Budget is \$65,858.00.

42
43 **Report of Cash Balances** - Trustee Pennington stated that in the Board Packet is the report of
44 cash balances. As of June 30th, 2020, we can clearly see that our cash balances remain consistent
45 over the prior month. The only difference in the cash balances is the fact that we no longer have
46 the Metra Parking Lot revenue factored into the fund balance. Our May 31st, 2020 cash balance
47 was \$11,620,695.00. Our June 30th, 2020 cash balance was \$11,588,669.00. That factors in with

1 the fact that the Metra revenue is not included in the June figures. We have our detailed report of
2 expenses and revenues.

3
4 **Human Resources/Police Pension – Trustee Thomas** – Trustee Thomas stated that she would
5 like to make a Motion that the HR Report is removed from the agenda. It was her understanding
6 last year when we finished the Manual, that per President Burke, the HR Committee was
7 disbanded. There has been no involvement with the HR Committee. Most of the members have
8 resigned. She doesn't see the point of having it on the Agenda.

9
10 Trustee Thomas made the same Motion with regard to the Police Pension. She stated that Report
11 was given to her by someone from the Police Pension. Mr. Stan King, she believes, attends the
12 meetings and gives the feedback. She doesn't have anything to add.

13
14 Village President Burke inquired of Trustee Thomas whether or not she is working downtown or
15 working remotely. Trustee Thomas stated that she does both. Village President Burke asked
16 Trustee Thomas to let him know when is a good time for them to sit down and talk about it and
17 try to see what we can do swivel this. Trustee Thomas stated will do.

18
19 **Beautification/Library Board – Trustee Watkins** –

20
21 **Library Board** - Trustee Watkins stated that as far as the Library Board we will not be meeting
22 until September so she does not have anything for that.

23
24 **Beautification Committee** – Trustee Watkins stated that the Beautification Committee did not
25 meet in July. We are scheduled to meet tomorrow, August 18th, via conference call at 6:00 P.M.

26
27 Trustee Watkins stated that she is happy to announce that five “No Littering” signs were
28 installed for both the eastbound and westbound traffic on Vollmer at the end of July. As you
29 know, she has been working with them for the last eight to nine months. Those signs were
30 installed. Trustee Watkins stated that she really wants to commend Commissioner Sims and her
31 Chief of Staff, Aeria Charles on their diligence in getting this done for our Village, and the
32 Village of Flossmoor.

33
34 **MISCELLANEOUS REPORTS:**

35
36 The Board did not have any Miscellaneous Reports to discuss this evening.

37
38 **PUBLIC COMMENT:**

39
40 Village President Burke opened up Public Comment at 8:50 P.M. He stated that we have a
41 system that allowed us to let people put comments in up until 3 o'clock. We got one comment
42 from Mr. Lee Langon. “Good Evening President Burke and Board of Trustees. Reading all of the
43 Minutes from previous Virtual Meetings, I noticed the written questions and comments are not
44 being added to the Board Minutes. My request is to amend all the Minutes to incorporate all
45 questions and comments to the previous Board Minutes where they have been omitted. Please
46 include all future questions and comments into the Board Minutes going forward. The
47 technology exists to include the public and let them speak at Open Board Meetings. I highly

1 suggest you open these meetings up to the public for comment in real time and their questions
2 and comments be read into the record.” Village President Burke stated that we are doing this on
3 this one right here. Village President Burke closed Public Comment at 8:51 P.M.

4
5
6

NEW BUSINESS:

7 Trustee Watkins stated that she would just like to thank Betty and the Village Financial Team for
8 implementing the credit card statement reconciliation on this month’s paperwork. It detailed
9 everything on the credit card payments. She really wanted to thank her for that.

10
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13

Ms. Zigras stated that we put it through with the AP Purchasing Policy. She stated that with the
help of Trustee Pennington, the other Directors, and the Treasurer, Stan King, we decided to put
the AP into the packet. Trustee Watkins stated that she appreciates that.

14
15
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17

Village President Burke stated thank you very much. This credit card thing has been a big issue
that we have been discussing around here with people who pay with credit cards. That’s a good
movement in the right direction.

18
19
20

RESIGNATIONS AND APPOINTMENTS:

21 **Appointment – James O’Banner to the Public Safety Committee** – Village President Burke
22 stated that Resignations and Appointments we only have one. If you haven’t had an opportunity
23 to read through Mr. O’Banner’s resume, he has 20 years in an education background. Experience
24 in criminal justice. He has been a police officer liaison with various police departments.

25 **Motion by Trustee Pennington, Second by Trustee Watkins to Approve the Candidacy of**
26 **James O’Banner to the Public Safety Committee for a Two (2) Year Term Ending in 2022.**

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

28
29

ADJOURNMENT:

30
31 **Motion by Trustee Thomas, Second by Trustee Pennington to Adjourn the Board Meeting**
32 **at 8:53 P.M.**

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

34
35

Respectfully submitted by Faith Stine.

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41