

1 **EXECUTIVE SESSION WITH THE NEED TO RECONVENE:**

2
3 To Discuss Pending Litigation According to the Open Meetings Act, Section 5ILCS120/2(c)(11);
4 To Discuss Matters of Personnel According to the Open Meetings Act, Section
5 5ILCS120/2(c)(1); and to Discuss Matters of Collective Bargaining According to the Open
6 Meetings Act, Section 5ILCS120/2(c)(2);

7
8 **(Executive Session Commenced at 6:05 P.M.)**

9
10 **RETURN TO OPEN SESSION:**

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12 **Motion by Trustee Pennington, Second by Trustee Watkins to Close the Executive Session**
13 **and to Return to Open Session at 7:00 P.M.**

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

15
16 **(The Board Meeting Commenced at 7:00 P.M.)**

17
18 **MINUTES OF THE VILLAGE OF OLYMPIA FIELDS**
19 **MEETING OF THE BOARD OF TRUSTEES**
20 **Held on August 18, 2021**

21
22 Village President Burke stated that I have to read this Declaration first. “Beginning in March
23 2020, the Governor of Illinois issued a series of State-wide Disaster Declarations related to
24 public health concerns. Those declarations remain in effect until June 28th, 2021. As the head of
25 this body, I have determined that a full in-person meeting, or a meeting otherwise conducted in
26 accordance with the Open Meetings Act is neither practical nor prudent because of the disaster.
27 This meeting will be conducted as a hybrid meeting, which will consist of all members of the
28 Village Board and Department Heads physically present at our regular meeting location.
29 Alternative arrangements have been made to allow the public to contemporarily hear all
30 discussions and roll call votes, live via teleconference. The call-in number is available on the
31 agenda. Notice of these arrangements have been given in accordance with the Open Meetings
32 Act. The public may address this body consistent with the rules previously adopted and recorded,
33 and adopted by the Village President’s Order.

34
35 Village President Burke stated that the amendment to the Open Meetings Act during the Disaster
36 Declaration requires that we allow the public to observe the meeting. It does not require the
37 public to be given an opportunity to participate in the meeting, however, it is our policy to give
38 the public the opportunity to present comments to the Board. With that in mind, the public was
39 given the opportunity to submit comments by email. Cindy, did we get any comments?”

40
41 Village Administrator Saenz stated no, we did not. Village President Burke stated that “All votes
42 shall be conducted by roll call. We are recording this meeting, and a verbatim record of this
43 meeting shall be made and maintained in accordance with the Open Meetings Act.” Now, let’s
44 get started with the meeting.”

45
46 The Board of Trustees determined at their Regular Meeting on June 16th, 2021, to change the day
47 of the Board Meetings from Mondays to Wednesdays until the end of the year, 2021. The

1 Regular Meeting of the Board of Trustees was held on Wednesday, August 18th, 2021. The
2 assembly recited the Pledge of Allegiance. The meeting was called to order by Village President
3 Sterling M. Burke at 7:00 P.M.

4
5 Present: Trustees – Watkins, Oliver, Pennington, Blackwell, Finley, and White
6 Village President Sterling M. Burke
7 Village Administrator/Deputy Village Clerk, Cynthia Saenz

8
9 Absent: None.

10
11 Village President Burke asked Village Administrator/Deputy Village Clerk Cynthia Saenz to call
12 the roll. Village Administrator/Deputy Village Clerk Cynthia Saenz proceeded with the roll call.
13 Present were: Trustee Watkins, here; Trustee Oliver, present; Trustee Pennington, here; Trustee
14 Blackwell, here; Trustee Finley, here; Trustee White, here; Village President Burke, here. We
15 also have in attendance, Chief of Police Scott Morgan, here; Building Commissioner John
16 McDonnell, here; Public Works Director Jim Landini, here; Finance Director Betty Zigras, here;
17 We also have in attendance, Court Reporter Faith Stine, here. And I am the Village
18 Administrator/Deputy Village Clerk, Cynthia Saenz. We also have in attendance today Steve
19 Amann from Baxter & Woodman; Mike Hoffman from Teska Associates; and Mary Smith from
20 Baecore Corporation.

21
22 **CONSENT AGENDA:**

23
24 Consent Agenda items are considered to be routine by the Village of Olympia Fields and will be
25 enacted by one motion in the form listed below. There will be no separate discussion on these
26 items. Any member of the Board of Trustees has the right to remove any item from the Consent
27 Agenda. If separate discussion is desired, that item may be removed from the Consent Agenda
28 and placed as an action item on the Regular Agenda. The Consent Agenda item will be added to
29 the end of the action items listed under the appropriate Trustee Liaison.

30
31 Village President Burke stated that the next item on the agenda is the Consent Agenda. All of
32 these items, were items that in the last 30 days or so, each one of you had an opportunity to vote
33 on, and all of them were passed. We have to formally pass them at an in-person meeting.

- 34
35 **Ratification of Lease Agreement – Copy Machines**
36
37 **Ratification of Variance Request for 2717 Country Club Drive (Derrick Taylor)**
38
39 **Ratification of Appointment to the Police Pension Board – Lewis Henderson Smith**
40
41 **Ratification of Event Permit for the Bank Financial Car Show – August 7, 2021**
42
43 **Ratification of July Bills for Approval - \$189,966.40**

44
45
46

1 **Motion by Trustee Blackwell, Second by Trustee Pennington to Ratify Items that were**
2 **Approved by the Board of Trustees on July 14th, 2021, via Email Circulation: Ratification**
3 **of a Lease Agreement for Copy Machines; Ratification of a Variance Request for 2717**
4 **Country Club Drive (Derrick Taylor); Ratification of an Appointment to the Police Pension**
5 **Board – Lewis Henderson Smith; Ratification of an Event Permit for the Bank Financial**
6 **Car Show August 7th, 2021; and Ratification of the July Bills for Approval in the amount of**
7 **\$189,966.40.**

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

9
10 **APPROVAL OF MINUTES:**

11
12 **Approval of the Minutes from June 16, 2021 Board of Trustees Meeting –**
13 **Motion by Trustee Pennington, Second by Trustee Finley to Dispense with the Reading of**
14 **the Minutes of the June 16th, 2021, Board of Trustees Meeting; and to Approve the Minutes**
15 **of the June 16th, 2021, Board of Trustees Meeting as Presented.**

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

17
18 **BILLS FOR APPROVAL:**

19
20 **August Bills for Approval - \$440,641.43 –** Village President Burke stated that next on the
21 agenda is the August Bills for approval in the amount of \$440,641.43.

22 **Motion by Trustee Watkins, Second by Trustee Blackwell to Approve the Payment of Bills**
23 **for August 2021, in the Total Amount of \$440,641.43.**

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

25
26 **Baecore Group Presentation – Mary Smith, ERP Consultant –** Village President Burke
27 stated next on the agenda is going to be a presentation from Mary Smith on the new ERP
28 System. She’s the consultant that is going to help us with the RFP that we are going to put out
29 for this new ERP System.

30
31 Ms. Smith stated that you have a small packet in front of you with some slides that I will go
32 through. I want to make this time available to you to ask any question that you might have, so
33 that you can better know who I am and what Baecore does. Baecore is a municipal only
34 consulting firm. That’s all we do. The departments that we work in within a municipality is all of
35 them. There isn’t a department that we don’t work in. That’s really where our specialty lies, and
36 that’s where our focus is, is helping the departments operate serving the citizens and making sure
37 that they are able to communicate with each other.

38
39 Ms. Smith stated that the first slide in front of you is about Serving Today’s Citizens. She
40 mentioned Transparency, Efficiency, and Security. We want to make sure that information is
41 available for our citizens and that it’s transparent, but also that we are doing our work as
42 efficiently as possible so that we are being good stewards of their tax dollars, and that we are
43 moving the business through in an efficient way.

44
45 Ms. Smith stated the next slide you might ask, “Why Baecore?” There are a lot of choices out
46 there of who you can choose to work with. Some of the key differences that you might be
47 interested in is that we know government, because this is what we do. We have solutions that

1 work throughout your entire municipality. We're familiar with them. Just to be clear, we don't
2 sell those solutions. We will help you identify what solution you need that is going to be most
3 efficient, cost effective, and achieve the goals that you need for serving your citizens, as well as
4 efficiencies within your own organization. We bring those vendors to the table. One of the things
5 that we do is we work at the very beginning like with the selection, all the way through, through
6 your goal life and post life. There are other vendors out there that may come in and help you
7 select, but they don't exactly help you implement or stay through post goal life. That is one of
8 the unique offerings that we have, as well as ... we have flexible partnerships. There aren't two
9 solutions to pick from or three. I think when we draw up your matrix about all of the
10 opportunities that we could come up with, there are something like 12 or 14. We want to develop
11 a flexible solution for you. We want to make sure that it works within your budget, your
12 resources, your staffing, and your goals for servicing other departments, as well as servicing your
13 citizens.

14
15 As we move to the next slide, I think it is number 4 at the bottom of your screen. It is "A
16 Productive Partnership." I do come initially out of the private sector. I am very proud of that
17 because I bring some of that private sector thinking optimizing fiscal resources and making sure
18 that we have that return on investment. And I bring that forward and I hold onto that really tight.
19 I want to make sure that always what we're doing has a value for you. My late husband would
20 joke with me all the time and say that you would take a penny and you would just squeeze it until
21 it became a nickel. It was screaming in your pocket. I'd like to take your pennies and treat it the
22 same way and get the absolute most out of it for you. I want to make sure that we have good
23 services for your citizens and that they're streamlined, and that they are in a way that they are
24 comfortable with using them, whether that is with mobile solutions, or websites, or other systems
25 that are now available. We want to make sure that when we touch a service to citizens, that we
26 are elevating that solution and that service ... are we getting it done quicker? Are we shortening
27 wait time for a citizen? These are important things that we consider and that I am proud to be a
28 part of. These are some of the things that I bring to my municipal work.

29
30 As I move to the next slide, slide 5, you have a before and after. The first 10 years I did this for
31 municipalities, not the last 10 years. The first 10 years I did this, every job I touched I measured
32 what our organizations charge was to that municipality, and what their return on investment,
33 what their savings were in hard dollars, staffing, efficiency, and the whole nine yards. Hundred
34 percent of our projects went without error were profitable. I made sure that our solutions paid for
35 themselves so that the city or municipality came out on top. We've taken those learnings and we
36 continue to apply them. You have a bigger sheet that looks like this, that outlines some of the
37 measures we have over the past few years captured. It gives you an idea of how small changes
38 can really compound and save you money, and save you staff time, and the impact to your
39 citizens that are there.

40
41 The next slide on Slide 6, it talks a little bit about our services. It just says what I said in the
42 beginning, that we work in all the departments. I am familiar with all of the departments. We
43 work across. We work a lot of times with strategy. Before we add another technology in place,
44 what do we have that maybe could serve that need? Is there some other way that we can deliver
45 that instead of just buying something new?

46

1 Baecore's difference is on Slide 7. I talk a little bit about how we do business and how we work
2 cross functionally, how we provide actionable solutions, and how we deal with your solution
3 holistically. I don't look at utility billing and say, "Oh, you have this problem with utility billing,
4 you can solve it this way," without considering the fact of how that might impact the Public
5 Works Department. The last time I checked there's no city that has utility billing in a vacuum
6 and only affects the Finance Department. I understand where those crossovers are. And I
7 understand if there isn't a policy that has a turn on or turn off and we have a utility worker out
8 there doing that, there needs to be great communication back to the Finance Department.

9
10 Ms. Smith stated that she is going to skip Slide 8, "Software Selection." You can read it. I am
11 going to talk about how we do the software selection. There are a couple of quick ways that you
12 can do a software selection. You can just go out there and ask any other municipality for their
13 RFP. They will give it to you and then you can just push it out. That's one way to go about it.
14 What you will find is when you do get those, the list of functional specs is pretty long. I've seen
15 them thousands of lines. They ask questions. Do you have some sort of control to ensure a one-
16 sided journal entry is done? Yes. But yes, as you know, or no in an RFP for functional specs, or
17 at least I know, you can say, "Yes," and it means a lot of things. One of my colleagues when I
18 ask her if she can cook, she says, "Yes." And if I ask her, what can you cook, she'll say Hot
19 Pockets because that's about it. But if you ask me if I cook, I am also going to say, "Yes." But I
20 am going to tell you I can really cook. I can do more than Hot Pockets. I can make a souffle for
21 you. I can make you sablefish. I can lay out a five-course meal on a Tuesday night without much
22 trouble. The answer on the spreadsheet is yes. It's the same. You can't tell the difference from us
23 on a spreadsheet. That's the problem with software selection in just a general way and just
24 getting a checklist. You can answer yes to just about everything and it doesn't mean it is going to
25 meet your needs. That's why you want to engage with Baecore Group.

26
27 On Slide 10, I talk about Project Management. Project Management is getting in the game and
28 doing what's right. I don't know what's going to go wrong on your project. I can guarantee you
29 something is going to go wrong. It wouldn't be a project if something didn't go wrong. There's
30 nothing guaranteed about it. It's how we mitigate risks, and what we do when things aren't going
31 as planned, and how we work with the partners that we have at the table that are going to make
32 the difference. Project Management for us is being engaged and doing the right thing, and
33 making sure that the end goal is met the best way that we possibly can with the circumstances at
34 hand. I think we are all use to circumstances at hand getting turned upside down. I mean, if
35 COVID didn't teach us anything. None of our projects stopped. We missed no deadlines. We
36 continued to move forward. I worked in municipalities where we lost the Finance Director and
37 the City Manager, and they wanted me to keep the same schedule to go in line with Finance. We
38 did. We got the job done. It hurt, but we got the job done. You just need to be flexible. And we
39 do our very best to always be as flexible as we can, and not come back to the council and ask for
40 more, or say, oh, but this happened and now I need you to fix it for me. I believe to come to you
41 as few times as possible and give you the whole picture right up front.

42
43 One of the things on Slide 13 we are working on is doing some strategy assessment as far as the
44 organization goes. That's part of what we are doing. We are doing an assessment, although it is
45 not a strategic assessment of the entire organization. And we do do broader looks at the entire
46 organization. Sometimes as a project progresses, we are asked to come in and oh, by the way can
47 you help us with fill in the blank. That happens. We're good at the strategy side of it and we can

1 see the solutions that are available, the challenges that you have, and can present the right blocks
2 to fill them.

3

4 I think you can imagine on Slide 14 that we like to measure things. We do discovery. That's the
5 first thing that we do when we are working on something, and we make a plan. We set it up. We
6 deliver, and we monitor it. I think this slide can speak for itself. The point is, I can't make a
7 recommendation for you. I can't do a setup or deliver if I haven't done the discovery and the
8 planning pieces. That's where we get into a lot of the questions that we do.

9

10 Trustee Oliver stated I didn't get a Slide 14 or 15. I went from 13 to 16. Ms. Zigras stated that's
11 the same with mine. It's our copy machine.

12

13 Ms. Smith stated that if there is anything you want me to back up on or clarify. I am just not into
14 reading slides. You all can read. I want to answer your questions. I want to save time for that.

15

16 Ms. Smith stated our results, I gave you a Results handout. I wanted to make sure that you had
17 that. That gives you a good idea. She stated with that said, that gives you an idea about Baecore
18 and a little bit about what we do. Can I answer your questions?

19

20 Village President Burke stated Cindy, either you or Betty, I am not sure that all of the Board
21 members understand what we're attempting to do. Our existing system that runs the Village goes
22 back like 20-years. Village Administrator Saenz stated yes, as a matter of fact. Village President
23 Burke stated there hasn't been a software upgrade in like 20-years. It started with Cindy and
24 Betty sitting down and talking about finance. We pulled all of the Department Heads together to
25 look at the holistic approach of upgrading the software to allow all the departments to talk to
26 each other. Stan, the Directors, Betty, and Cindy, and I, sat in this room and we went through as
27 she said earlier, there's a laundry list of all these different kinds of software companies that do
28 various pieces of software that will provide some of the things that need to be done around here.
29 There were two or three different meetings among the staff to try to figure out exactly which
30 were the ones, the projects, or the pieces of software that would be needed to bring the Village of
31 Olympia Fields into the 22nd or 21st century depending how you want to look at it.

32

33 In Mary's case, she is going to help the Village go through the process of picking the right
34 software, number one. The individual departments may or may not have the background to know
35 what is the best out there, but she does because she has seen a lot of these software vendors.
36 Doing a major software conversion is a big project. You are either going to make the people
37 work within the box that the software does, or you have to go back and change the software. It
38 costs a lot of money to get the right marriage. They have something called a "Fit Gap." That's
39 the difference between what we've been doing and what the software is going to go do. It can be
40 very costly to change either way, but you have to get the right balance. What we thought needed
41 to be done was bring in a person who is a professional who has seen a whole lot of different
42 pieces of software, different systems, and then say, "Okay. Here is what we want based on
43 interviews with the Department Heads. Here is what we think we want and need going forward."
44 And then we will put an RFP out for that. Does that summarize it?

45

46 Ms. Smith stated great. Let me know when you want the job. Village President Burke stated I did
47 this for 26 years with IBM so I know the job. Ms. Smith stated you sure do. You sure do.

1 Village President Burke stated the issue here is one, the Board needs to understand what we are
2 getting ready to get into. The good thing or the bad thing as Mary said, Cindy is not going to be
3 here. She is retiring. We have a professional here who knows how to look at what we are going
4 to be doing and what we are going to need. Interestingly enough, the person that I put in front of
5 you for the new Village Manager has gone through this process already. He implemented a
6 system already. That's going to be a plus.

7
8 Village Administrator Saenz stated that one of the biggest components of this, is that Mary is
9 going to help us select a system that will be completely integrated. Right now, we have an
10 accounting system. We have a ticketing system. We have a permitting system. But not
11 everything is integrated and communicates. Betty's team does a lot of external spreadsheets.
12 Jim's team does a lot of manual work. Once this is all said and done, that slide that she had about
13 saving time will be key, because every department will be able to log onto the computer and see
14 what Public Works did that day, and what John's team did that day on inspections. If they are
15 looking for something for accounting, it will be in one place. That's our biggest challenge right
16 now. We are going to different people, different departments, relying on manual work.
17 Sometimes there is human error. This is really going to help us be a little bit more proficient.

18
19 Ms. Smith stated I am a killer of spreadsheets. I have to admit that. I agree on that. I absolutely
20 love to annihilate manual labor. I will caution you, that when I said, "Can you cook?" The
21 answer is, "Yes." The question is, "Is this going to be a consolidated system? The answer is,
22 "Yes, but I am warning you it can look a little bit different and there are some choices to be
23 made." If once a year you want to pay one vendor one check, that might close the doors on you
24 as far as opportunities. But integration, automation, efficiencies, killer spreadsheets, and killer of
25 paper can all be achieved with systems that integrate without the dreaded customization word
26 that you used. Because we want to configure, not customize. When we customize it drives up
27 your cost. Does that make sense to everyone?

28
29 Mr. King stated having said that, it's obvious to me and I just want to put it out here to you. One
30 system fully integrated, if you will, could be extremely costly. Is that what you're saying? Ms.
31 Smith said, "Could be." Mr. King stated so, are you implying that given the different functions
32 say between Police and Public Works or so forth, you more than likely have to get something in
33 addition to say the primary system? Ms. Smith stated it is highly likely, and it happens in most
34 municipalities that look across all functions. If it's very important for community development to
35 do item x, and the fully integrated system doesn't have that, then you might need to make a
36 decision that if this is a critical task, maybe we consider another product and how that might
37 affect your lack of GIS or your integrated GIS needs to be considered. So, it's not black and
38 white in getting you an answer to that without knowing what's the most important thing in Public
39 Works. What are they really shooting for? What's the end statement they want to see? What is it
40 that your community development planners are looking for? She stated or is it just that we are
41 really pushing some over the counter permits we are not doing a lot of development here? We
42 are landlocked and we are not doing that kind of development so it is less of a concern. So, in a
43 nutshell, yes most likely.

44
45 Mr. King stated I would assume the Police Department being a very unique, and specialized type
46 of setup in the things that they need to do, and the information that they have to capture, that

1 would be the most isolated in an environment like this. Not necessarily completely disconnected,
2 but not as connected as say accounting, and Public Works, and so on.

3

4 Ms. Smith stated it depends on how difficult it is. It's a little bit like a mother-in-law suite in a
5 house. That's the best way that I can describe it. Sometimes it's entirely separate and we just
6 have that as the carriage house out back with a direct path and a porte-cochère to get from
7 building to building. So, we have that. Sometimes it's a mother-in-law suite in the house.
8 Sometimes we just give them their own floor. But it can be. It depends upon the complexity of
9 the system. In terms of security, it's definitely isolated. Anything to do with police, that's a
10 given. That's just a given.

11

12 Trustee White inquired can you speak to your background in security and bringing in these
13 systems? There're obviously some risks when you go to a singular platform versus divergent
14 integrated platforms. I'd also like to really get some understanding of what your background is in
15 terms of really elevating the security profile, mitigating risk profile for municipalities.

16

17 Ms. Smith stated that's a great question. So, right up front, I'm not your security specialist. I
18 don't take that as a responsibility, and I don't even play one on TV. So, I gave that up. I do have
19 a Masters in Telecommunications and Computer Information System. I have implemented
20 systems world-wide and globally. I've worked in 22 countries, and I've had interrelated systems
21 and worked with hospitals installing things such as EAMs and hospital systems world-wide. So,
22 security I can speak to as much as I can speak to it. Trustee White stated okay.

23

24 Ms. Smith stated I can tell you I have people that I work with specifically, when somebody says,
25 "We need a security assessment." One of my clients very specifically, we are looking at and
26 we've done a security assessment of all their assets, of all their connecting points because of all
27 of the ransomware that is going on. As a consultant, I am extremely concerned about security
28 more so than the norm because of the background I just gave you. I have a lot of work in security
29 with the government. So, I understand risk and risk mitigation and how to diversify. What I can
30 tell you is everything is at risk at this point. There is nothing that's not. How we deal with it, and
31 how important it is. When we look at certain data, your employee's social security numbers are
32 right up there. Of course, anything that falls on LEADS data is right up there. When we look at
33 certain information it is already public knowledge. So, are we worried about keeping it from the
34 public, or are we worried about it being corrupt? The latter is probably the bigger concern.

35

36 Village President Burke stated I think the reason for Trustee White's question, with all of the
37 hacking and the things going on, when you put together the RFP, one of the requirements that we
38 are going to need to have since we are looking at all of this, how it comes together is there is
39 going to be some authentication being done by the system itself, but that's to deal with the
40 people inside. With the people on the outside that we don't see on a day-to-day basis, I am glad
41 to hear you say that one company may not have an all-encompassing system, but we may have to
42 bring something else in on top. And that extra thing that we need to bring in on top to kind of
43 look at this is something that is going to mitigate any kind of intrusion or as best as we possibly
44 can to keep people out that shouldn't be into the system. I think what he's asking about, being an
45 IT guy himself, because we talked about this, we need to have something in your RFP that helps
46 us find the best way in locking out those that shouldn't be in, even if it's a third-party piece of
47 software that we need to add on top of it.

1 Ms. Smith stated to be frank with you, I'm not going to recommend to put it in the RFP. I am
2 going to recommend select your top people and then let's talk to them and get behind the scenes.
3 Let's get under the covers with the people that we are looking at and going to potentially do
4 business with. They don't usually give you a lot of disclosure in a general RFP that's going to
5 answer your question. The security information you want is usually handed over via more of an
6 NDA. They only give you so much, the ones that have the true security. If they told you
7 everything about their security, it negates it. I will challenge you with this. The size of the
8 municipality you are, I think you seriously need to consider the Cloud. You have to have a
9 security specialist. This is evolving so fast, and the cost of that, and then keeping them educated
10 if they are the sole security specialist. It is so difficult, if not impossible for a municipality. When
11 you push it into the Cloud, there's a couple of things that you do. Hire the right company and
12 then put the burden and the financial impact on them.

13
14 Trustee Watkins stated absolutely. Village President Burke stated that's the direction in which
15 we are looking at. We have a Cloud-based system for that very reason. Like you said, we are
16 very small, 4700 people. We can't afford to have a specialist in every one of these areas.
17 Whatever you put into the RFP, we need to hear or at least have them give us some kind of input
18 as to what kind of security protocols and those things they may have, and who or what they may
19 recommend.

20
21 Ms. Smith stated I will definitely do that, and I will also reassure you that you'll get maybe the
22 first layer, and then as we drill down into like your finalists, we will get some more information
23 that we can provide you that will help you with more meat than what they put out generically in
24 an RFP. Understand an RFP is a public document. They don't want to give their secrets in a
25 public document.

26
27 Trustee White stated one thing I want to emphasize to members of the Board, I'm sure you know
28 this, is that the ERP in and to itself should not be considered the Village's security apparatus,
29 etcetera. It will have integrated security built into it. But in terms of being the solution that we
30 can say, "All right, you got this ERP and it's protecting the Village," we cannot look at it that
31 way. There are other protocols, processes, and systems that we are really going to have to get up
32 to par that should help protect the ERP itself. Even though you said there will be some isolation
33 in the system itself. But at the end of the day, these guys always seem to find a way.

34
35 Ms. Smith stated right. Good for the Police Department. It keeps them in business. I don't know
36 what else to say about that. Your point is well-taken. It's not the ERP that provides it, it's where
37 did you host it. Are you putting it here, or are you going to put it in the Cloud? If you are putting
38 it in the Cloud, whose Cloud are you in? What is the security about their Cloud? How do they
39 manage that Cloud? That's what we want to drill into. When we put out the RFP and we ask
40 questions, if we are going to go strictly Cloud based, then we can say, "Okay. And we want more
41 information about the Cloud." And then be a lot more clearer. If we want to go both ways, we
42 just kind of wait to drill down a little bit.

43
44 Trustee Finley stated you talked about your company, the "we." Can you tell us a couple of
45 things? One is you mentioned that you worked for other government departments. What are
46 some of those departments that you have served?

47

1 Ms. Smith stated city, state, villages in the last 20-years. That has been my focus, municipal.
2 Municipal focus has been where we are for the last 20-years. Prior to that I worked around the
3 globe internationally in much larger entities.

4
5 Trustee Finley inquired any Federal Government Departments? Ms. Smith stated the Chinese
6 Government, Singaporian Government, and Australian Government. Trustee Finley inquired
7 when you talk about the “we,” who is on your team? Ms. Smith stated my team right now is
8 about five people. What would you like to know about them? Trustee Finley stated whatever you
9 want. Ms. Smith stated the person that is going to come out here, who would do part of this
10 assessment has been with me for seven or eight years, is a recovering attorney. You might feel
11 interrogated, or like you are in a Deposition occasionally. I will rein her in. She is very detailed
12 from that perspective. She has been doing this for me as we pick and choose contracts that she is
13 willing to engage in. She has worked on cities as large as the City of Joliet and the Village of
14 Naperville, or as small as the Village of Flossmoor, or Huntley, or maybe Rochelle, those are
15 smaller.

16
17 Trustee Finley stated we’re not asking for full bios. We have a recovering attorney, and then you
18 have three or four more. Ms. Smith stated yes, but the people that are going to work on your site
19 and that are going to interact with you, will be her and me and that’s it. There are other people,
20 but it won’t be your job to interact with them.

21
22 Trustee White inquired I didn’t see the word “training” mentioned in there. Ms. Smith stated I
23 don’t. Trustee White stated I am sure having implemented as many platforms, as you and I both
24 have, but the best platforms at the end of the day have to depend on people. Ms. Smith stated
25 yeah. Trustee White inquired do you coordinate with the vendors? What is your role in that
26 process in terms of making sure that we get our team up to par to be able to effectively leverage
27 the tools that we bring in.

28
29 Ms. Smith stated yeah, that’s a great question. I’m so glad that somebody is interested in that
30 side of it because the best tool implemented poorly, or not trained, is a total failure. It’s kind of
31 like getting a Cadillac and then putting a three-year-old behind the wheel. That’s no good. It’s
32 not going to last long. She stated to answer your question, the first role I take in helping you with
33 training is during the selection. This proposal in front of you is to help you with the selection. It
34 stops there. So, as part of the selection, I help make sure that the requirements as you identify
35 what might go into the contract include the right level of training. Should you retain me to
36 negotiate your contract, I don’t think I’ve offered that to you to be very honest. If you choose to
37 ask us to help, what we do, we are not attorneys. The recovering attorney is not representing you
38 as an attorney. We will provide you here’s what you need to ask for. And this is the problem we
39 have with their contract. These are the areas you need more beef. We’ll note from the
40 departments. Do they plan to do train the trainer? Do they want to have an outside trainer? We
41 will give our recommendation, and we will give you that structure of what you need to put into
42 each of the contracts that we touch. During implementation, our job, if we are hired to do Project
43 Management, is to hold their feet to the fire, ensure that they deliver. Where they fail on delivery
44 or setup, and things need to be redone, we hold their feet down. We make sure they deliver.
45 Sometimes they say, “Well, we did our eight hours that we promised.” That’s great. But we had
46 this issue or we had this other mess. I need another eight and no, don’t charge my customer.

1 Ms. Smith stated my relationships are good. We usually can leverage those within reason, of
2 course.

3
4 Trustee White stated just so I am clear, so right now, in terms of the scope of your involvement,
5 is it right now limited to just vendor selection? Ms. Smith stated yes, sir.

6
7 Trustee Blackwell stated I've got a few questions. I just want to be clear. I understand you have
8 five people that work hand in hand with you. But you will be bringing in two people, yourself
9 and the reformed attorney. You guys would conduct basically an assessment or a survey by
10 going into departmentally to discuss with the heads, and maybe even their staff, what particular
11 needs they have. In your presentation you proposed to reduce a lot of work, labor hours for a
12 turnaround time. I am also hearing being new, that the Village of Olympia Fields is 20-years out
13 on its technological efficiency and solutions. I think I understand it. Is that basically what we are
14 hearing?

15
16 Ms. Smith stated in a nutshell. We don't do surveys. Trustee Blackwell stated I am saying "to
17 survey people," an assessment. Ms. Smith stated yes. We will, over a few days. We will sit in a
18 room and the different teams will come at their scheduled times. We will interview them. We
19 will discuss things. We will ask them what their needs, wants, and what their pain is. A lot of
20 times we listen to what isn't working to help identify what needs to be fixed.

21
22 Trustee Blackwell stated the other question is timing. What is your typical turnaround time for a
23 system that is our size from the day you start, until such time as you are able to walk away? I'm
24 sure you can't give an exact date. I'm just saying from a guesstimated standpoint, where you can
25 walk away and say, "Okay. I've provided them with the various particular things that they
26 needed and the systems." What's your general timeframe for that?

27
28 Ms. Smith stated well, to be frank with you, it's about three-years, because most cities don't let
29 me walk away after you've selected your software. It is the oddity, and it is the rare organization
30 that says, "No, we got it from here. We'll implement." I think your question is when can I pass
31 the cheaper implementation. Based on whenever we start, we start. We'll do the assessments
32 within a two-week period. Within two-weeks we'll have the RFP out to the field. We'll allow 30-
33 days to pass. We'll get that back. We'll do demonstrations within the next few weeks. And you
34 should be able to make your selection, or your round 2 demos which are then scheduled out
35 another few weeks. A general, average timeframe can be assumed to be around three-months.
36 She stated 95% of the delays are the municipalities. And about 4.9% are the vendors not getting
37 scheduled. That last percentage is I'm double-booked.

38
39 Trustee Blackwell inquired do you have preferred vendors, or you are open to whatever vendors
40 fit the particular categories that we would need, or qualifications? Ms. Smith stated yeah,
41 especially if there is somebody that you really like we just need to vet and see if they fit. Yeah,
42 for sure.

43
44 Trustee Blackwell stated you also mentioned a sole vendor versus multiple vendors in terms of
45 the affect of what you might get. So just off the top, what are the advantages or disadvantages of
46 a sole vendor, versus having multiple vendors? And in the event that you do decide to go with
47 multiple vendors, would there be multiple RFPs as well?

1 Ms. Smith stated I am going to handle that within whatever is determined here. If I need to do an
2 RFP and one of the vendors that have everything, they can respond to the whole thing, but there
3 will be an addendum that I can pullout that I can send to this vendor, and this vendor that I know
4 could fit the needs then I'll do that. I am kind of doing a little bit of a document with addendums
5 so that I can pull pieces out and send them to more focused vendors to ensure that you get the
6 best responses possible.

7
8 Trustee Blackwell inquired do you utilize the SAP Systems? Ms. Smith stated generally, no. It's
9 not the right size for a municipality. Village President Burke stated way too big. Trustee
10 Blackwell inquired so far as training, who provides the training? Do we RFP for people to come
11 in and train, or you would do training, or how does that work?

12
13 Ms. Smith stated the vendor that supplies it. A lot of times what we recommend to help with the
14 change management aspect and help with the adoption of the software, we recommend training
15 some of your key personnel, your formal leaders and your informal leaders, and then have them
16 train down. Sometimes people say, "Oh, that's just letting the vendor off the hook." The biggest
17 problems that occur during a training session isn't how the software works. It's with your policy.
18 No vendor can answer that. One of the better aspects of it is to do a train the trainer. We strongly
19 recommend that.

20
21 Trustee Blackwell stated that Trustee White had brought this up as well. So far as the
22 cybersecurity to prevent ransomware, to prevent Trojans and Beijing's, etcetera, etcetera, is that
23 something that would be built into the software and handled by the vendor, or would that be
24 something that would be separate and apart that would be implemented as a special solution or a
25 piece of software, or a set series of software to manage the cybersecurity scenario?

26
27 Ms. Smith stated cybersecurity is not built into software itself. It may be built into the software
28 solution that a vendor proposes. The security exists more so in where it is housed, and how it is
29 housed, and that aspect of it more so. Yes, there is security in software, but we need to stop them
30 at the door.

31
32 Trustee Blackwell inquired what is your typical fee? What do you charge? Ms. Zigras stated in
33 the packet is the proposal. Ms. Smith stated I think there are some optional things too. Ms. Zigras
34 stated that the proposal in the packet outlines requirements, vendor selection, etcetera. Timelines,
35 etcetera. Trustee Blackwell stated and you had mentioned this as well. The maintenance of this
36 system software, because you know you can build this great ship but who is going to steer it and
37 run it, would that be an RFP to bring in a person suited to manage these various levels of
38 software systems that would be in place?

39
40 Ms. Smith stated that's a really great question. There's a lot of aspects when you talk about
41 maintenance and keeping your system up-to-date. Trustee Blackwell stated just generally. Ms.
42 Smith stated I'm hoping we'll identify some subject matter experts within the departments that
43 will be the champion for that subject area. Depending on what your solution is, if you bring the
44 software in-house, then yes, you are going to need somebody to help with that unless you do a
45 manage services type of a solution where you still are paying somebody to come in. We can
46 bring those solutions to the table for you. You can choose to use your IT vendor for that. If you
47 host it in the Cloud, one of the benefits if you go into the Cloud, they tend to keep you up-to-

1 date. They're doing the updates. You've outsourced not only the backup, but you also have
2 disaster recovery. And for those of you who understand technology, they understand the
3 difference between just a backup. So, you'll have diverse sites in different power grids within the
4 U.S., and you will have full failover capabilities. You'll have that backup. You'll have the
5 disaster recovery. You'll have a DBA. which you can never afford to put inside most
6 municipalities inside of Illinois. It's just not sized right beyond Chicago. Those resources come
7 with that hosting solution and it comes with the security.

8
9 Village President Burke stated what we are discussing right here is for her and her team to talk to
10 our guys to understand what they do. And then formulate an RFP that is to get feedback, or to get
11 a proposal from somebody to go do what we think we want to get done. The other pieces, like
12 implementation, I think she said several times, putting it in the Cloud gets rid of us having to
13 have people around here taking care of the servers and a whole bunch of other stuff. It's all
14 managed by somebody else. A town our size cannot get involved with trying to have data base
15 administrators and security people. We have to hire somebody to do that. Right now, we are kind
16 of exposed. So, this proposal is pretty much a proposal to find out what we need, see what's out
17 there, and help us go through the RFP process. Anything else after that is ala carte. Just make
18 sure we all understand this, there's going to be some additional contracts down the road. This is
19 just the selection process, the purchase of the software. And then it is going to be training and
20 some other things to make this thing work. It may come out of the selection process that whoever
21 we choose, that piece of training and implementation is going to be part of what they are going to
22 do for us. That's not right now. This proposal is not that. This is strictly selection.

23
24 Ms. Smith stated I don't bring a vendor to the table that won't include training as part of it.
25 Trustee White stated just so the team, everybody can kind of have a good idea of what we're
26 headed for, I know in corporate these site implementations normally take anywhere from 12 to
27 18-months, sometimes two-years. So, can you just kind of share with the team what this entire
28 process in terms of length of time horizon, what we're in for so nobody is surprised. Ms. Smith
29 stated in all fairness if we throw everything in the game, you are somewhere between two and
30 three-years. It depends if you do things simultaneously or sequentially. It depends on your
31 staffing levels. I can tell you we went from soup to nuts from start to finish with the Village of
32 Schaumburg in 18-months. They had different staffing resources. I put someone on there fulltime
33 to manage it. The City Administrator and Mayor, they were like you will comply. We are doing
34 this. People showed up. People showed up on time to meetings and things happened on time.
35 That was a more complex system. If you were to do a less complex system in 18-months, it's
36 viable. Sometimes it takes six-months just to get the chart done. How fast can you get your Chart
37 of Accounts rebuilt? The generic answer I like to tell people is plan on two-years to three-years.

38
39 If you do decide at some point in the Public Works Department to consider Asset Management,
40 that's something that we recommend doing in phases, and doing the work management piece and
41 then stopping, pausing, and collecting all that data, and then going into that capital planning and
42 that forecasting models, and the condition ratings, and that kind of happening. Although the
43 project takes this long, it's a chunk of time, a break, and a chunk of time. It seems like nothing is
44 a straight answer. I don't mean to do that. I do want you to have full information. I think the one
45 thing you will know if you start to work with me, you don't have to guess what I'm thinking
46 because I'm just going to tell you. I don't have another agenda. None of these software providers

1 have any deals with me. There's nothing that can be done. I am very straight forward. Every
2 single solution has its warts, plain and simple. As a whole, they all have challenges.

3

4 Trustee Blackwell inquired when can you start? Ms. Smith stated we are waiting for a contract
5 and we are ready to go. We are ready to go. In fact, I think you have an expiration on yours
6 because I have staff reserved for you right now. We are ready to go. And we are holding other
7 new contracts at bay.

8

9 Village President Burke stated 20-years old is antiquated. We have to get this up. Financially, the
10 Village is in outstanding shape. You are going to hear about some of that in a few minutes. Betty
11 has a million spreadsheets on her computer. And that's not good when everybody is running off
12 by themselves creating individual spreadsheets to get stuff done. If something were to happen to
13 Betty, then who is going to go look at this stuff? Who is going to figure out what she did to
14 balance the books and get this stuff out?

15

16 Trustee Blackwell inquired are we networked now with a server? Village President Burke stated
17 we have a server right now. We have software. We have connections up to a company called
18 "MSI." It's 3270 green screen. This is old stuff. That's where we are right now. Just to give you
19 one little simple thing. When we were working from home during the pandemic, the people who
20 were working here had a connection from home to the PC here. The PC here was connected to
21 the application. It was replicating whatever you did at home on the box that was physically here.
22 You want it to be able to go right to the Cloud and do what you need to do from anywhere in the
23 world and you can keep going.

24

25 Trustee Blackwell stated so our server is residential. Village President Burke stated yes. We have
26 a server here and we have a backup here, and we have a backup someplace else. But if it was in
27 the Cloud, all of that stuff is being done by somebody else.

28

29 Ms. Smith stated I think I missed a point that you might have been asking. Baecore Group is a
30 boutique firm. Intentionally, a boutique firm. I left dealing with the larger global conglomerates
31 because they were providing technology, solutions, and efficiencies only to the big boys in the
32 world. And it drove me up a tree. I wanted to provide solutions that mattered to people that I
33 could have a conversation with instead of big government. I left that kind of organization and
34 started Baecore Group here locally. We always have been a boutique firm. I have never taken on
35 more clients than I personally can oversee in terms of program management. I may not do all the
36 work. I may have a project manager in there. If I don't project manage it, I am project managing
37 every one of my accounts. When you think about hiring Baecore, you really need to make a
38 decision. Do you want me? If you want a large entity, this is not us. We are not looking to grow.
39 In fact, I used COVID as an opportunity to pull my organization back, to hopefully ready myself
40 to follow your path at least in the next 10-years. The reason why I say this will take me 10-years,
41 many of my contracts take as long as four years to get into. And some of them I am in there as
42 long as six. I would be starting something that I can't get out of for 10-years. So, recognizing
43 that I need at some point to make some other directions, I used COVID and took that as an
44 opportunity to pull back from 15 people to the current five.

45

46 Trustee Finley stated that you must be brilliant to put that together. Ms. Smith stated there is no
47 question you are not going to be able to hire someone who can out gray matter any of us. My

1 part-time person that does some data checking has a Master's in Math. He just geeks out on data.
2 We just have a very odd duck group is all I can say. I hope I answered that better than I did the
3 first time. Thank you all for your questions. I really appreciate the questions. It tells me
4 something about your commitment to where you are going.

5
6 Village President Burke stated you have a couple recovering lawyers, and three or four IT
7 people. Trustee Blackwell stated that I'm not recovering. I'm still practicing. I'll do that later.
8 Village President Burke stated that you've got some people who get into the nuts and bolts. Ms.
9 Smith stated I love it. I absolutely love it. Thank you. Village President Burke stated thank you
10 very much.

11 **Motion by Trustee Oliver, Second by Trustee Finley to Authorize the Village President to**
12 **Enter into a Services Agreement with Baecore Group to Assist the Village with the RFP**
13 **and Vendor Selection Process to Replace our Core Financial Software, Select Scheduling**
14 **Software, Identify Solutions for Time & Attendance and Tickets and Adjudication, for an**
15 **Amount Not to Exceed \$34,400.00 with a Deposit of \$17,200.00 to be Included with the**
16 **Executed Agreement to Begin the Services.**

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

18
19 **ADMINISTRATIVE REPORTS:**

20
21 **Report of the Village President:**

22
23 **Update on COVID-19** - Village President Burke stated that the virus number keeps climbing.
24 That's why we are having this meeting in a Closed Session here, because we can't get enough
25 people in here. The suburban Cook County numbers keep bouncing around. Right now, it is
26 between 1,000 and 3,000 per day. A couple weeks ago we sent out a Village Alert to let people
27 know that we are serious about trying to fight this virus and get people vaccinated. Interestingly
28 enough we have somewhere in the neighborhood of 58% of the people in Olympia Fields have
29 had two shots. That's all. And about 65%, 66% that have one. That's terrible. We are trying to
30 get more people to get these shots. We're a bunch of smart, well-to-do, affluent people who live
31 here and they are not necessarily stepping up and doing what they need to do. So, we all need to
32 do something about that to try to move that along.

33
34 Village President Burke stated that if you don't know and didn't hear today, the President and
35 the CDC said that you have to get a booster shot starting on the 20th of September. We need to
36 get the word out on that. We will get something out in the newsletter about that. Mr. King stated
37 eight months since your second shot. Village President Burke stated they are starting on
38 September 20th.

39
40 Trustee Blackwell stated just to put some perspective on that 58%, downstate in southern Illinois
41 it is 7%. Village President Burke stated we are in pretty good shape, but it is not what we want it
42 to be. This is not Florida or Louisiana. This is a special place. That's not what we want it to be.

43
44 **Census** – Village President Burke stated that the data is back. We were at 4,821 back in 2019.
45 We are at 4,718. So, we lost 103 people in the Census. It still hasn't completely gone final, but
46 that's the latest number. I wanted to pass that on to you.

47

1 **Economic Development Update** – Village President Burke stated from an Economic
2 Development standpoint, those of you who may or may not know, we had a Grand Opening on
3 the 4th of August over at Butterfield Plaza. There is only one storefront that is not occupied. The
4 Dunkin Donuts is moving across the street to Flossmoor. They have some ideas about some
5 people that we want to go in there. If you haven't done so, District 227 has taken what was going
6 to be the Batter & Berries site, and they've done a fantastic job of putting in a life skills and
7 training center. Dr. Smith runs it. It is really worth your time to go and see what they have done
8 on the inside to help people who need special needs from 18 to 22. I think the tax dollars have
9 been well-spent in there.

10
11 Bebo's has been successful. They are doing great. I met with the new Shell Gas Station. They
12 have now closed. They are cleaning out all the junk that is inside of it. They are working as quick
13 as possible to get that place up and running. It is the old muffler shop on the corner across the
14 street from Fuller's Car Wash. It's going to be a real premium convenience store and gas station.

15
16 We met two weeks ago with a developer and engineering firm that is putting in a 10,000 square
17 foot animal hospital right next to CVS. He stated 10,000 square foot is huge. He stated that Mike
18 Hoffman was in on that meeting and John McDonnell. We went through a lot of the stuff that
19 they needed to move forward. The ball is in their court right now to get the MWRD to sign-off
20 on it. I think that is going to be something that we can look forward to.

21
22 We met with the owner of Ain't She Sweet Café. There's one in Bronzeville and there's one on
23 99th and Western. The lady who owns it has been in business for 15-years. She lives in the
24 Village of Olympia Fields and she wants to come here. It is a matter of trying to find a place. She
25 and Batter & Berries are very close. They are looking at wanting to put their two stores right next
26 to each other because they complement each other.

27
28 Culvers is still in the mix. I talked to Baron Waller today. It is just a matter of waiting for them
29 to allow him to put in a new place. He is trying to do one in Wrigleyville. They kind of have that
30 on pause right now. He now has seven of these things.

31
32 The property values of the property that we own has grown, just like the property values in the
33 Village. The buildings that we own right now, their values have increased almost 10-fold to what
34 we originally spent money on. That's a good thing. The good thing is that we have money in the
35 TIF now. He stated with the TIF and the ownership of some of these things, we can start doing
36 some things that we would like to be able to do to incent people to move into the Village.

37
38 **Retail Marketing Strategy & Site Development Action Plan (Comprehensive Plan)/TIF**
39 **Study – Mike Hoffman, Teska Associates** – Village President Burke stated that he has asked
40 Mike Hoffman, everybody knows that he is our Village Planner, to look at our big, thick book
41 for those of you that have not seen it. Mike is going to update that and we want him to review the
42 TIF, and see where we are with the TIF. And whether or not we need any other TIFs. The big
43 holdup with a lot of people right now is the virus. The virus numbers are going up and they
44 cannot get people to want to come to work. We want to be in the position to be ready so when
45 this starts to die down to take advantage of it. We have properties. I think the minimum in
46 Olympia Fields without the taxes is around \$15 to \$20 a square foot. When you factor on top of
47 that the taxes can be equal to the actual property that you want to rent to move into. If it's

1 \$15.00, and then it's another \$15.00 or \$20.00 for taxes, that's a big hurdle for people to get
2 over.

3
4 I asked Mike to go through all of our marketing materials, and go through what is going on with
5 the existing TIFs, and review whether or not there are some additional TIFs that we may want to
6 create that is going to help incent people and help mitigate some of the costs that's associated
7 with moving some more people into the Village.

8
9 Mr. Hoffman stated you covered it all. The proposal is a combination of doing TIF and updating
10 that big, thick book that was referred to previously. There are pieces of it we don't really need to
11 update that had Design Guidelines in it. I think those are probably still valid. We didn't propose
12 to update that. But certainly, all the demographics, and all the market information that is in there
13 definitely needs to be updated. Traffic counts need to be updated. All of that needs to be updated.
14 We have developed since we did that original plan, different sketches and different ideas for
15 different centers that need to be updated in that document. Probably one of the most valuable
16 pieces is we gave you some marketing sheets that we could go out and market the different areas
17 of the community. Those desperately need to be updated so we've got good material to go out
18 and promote the community with, and clearly outline what is available and all the benefits of
19 Olympia Fields for the development community. I think it's a really important thing to go
20 through the process and updating it. We are going to give some thought in that process to just
21 kind of some of the trends and things that have happened in the last 10-years. There is a lot of
22 different things. The world of retail is dramatically different than it was 10-years ago. The ability
23 for people to work from home is dramatically different than it was 10-years ago. That needs to be
24 kind of rolled into that overall retail strategy and how we are looking at those different sites. We
25 will certainly be doing that as a part of that effort.

26
27 Mr. Hoffman stated and then as the President said, we will be looking at TIFs in the community,
28 both the current ones that you've got, and looking at the possibilities of additional TIFs in the
29 community. This isn't a proposal per se to do a specific TIF, although, we certainly could do it
30 out of this process. But we are going to look at the areas of town that make sense potentially. We
31 are going to look at the eligibility standards of TIF requirements to make sure that any area we're
32 looking at would qualify for a TIF. We are going to talk to you about the benefits of doing a TIF
33 or not doing a TIF in a particular area, and looking at the timing of that in that area. And then we
34 will discuss it with you. And if it makes sense to move forward, obviously we will do that. We
35 will have to do what is called a "Resolution of Intent" before we actually propose to do a specific
36 TIF in a specific location. We are not at that point yet. We want to look at the different options
37 and alternatives, and then come to that conclusion and move forward at that point. This proposal
38 is before you tonight. We want to move quickly on these things, so we are probably talking four
39 or five months, in that time range I think to have these pieces of work completed depending on
40 how we settle on the TIF and the boundaries of that. There is a very clear procedure that we have
41 to go through to do TIF in terms of notifications, and working with the taxing bodies and all
42 those other things. We have done that a zillion times, and are prepared to do that when we
43 determine what area, if there is another area that we want to look at for TIF.

44
45 Trustee Blackwell stated that you said we have more money now than we did this time last year
46 for TIFs. Mr. Hoffman stated I haven't looked at your TIF Reports. Village President Burke
47 stated that we have approximately \$1,000,000.00 in the Jewel Plaza. Mr. King stated

1 \$1,200,000.00. Village President Burke stated when you think about that, we have that to help
2 either renovate, fix up, or help incentivize somebody, plus we have the property itself whose
3 value is at least \$2,000,000.00 to \$3,000,000.00.
4

5 Village President Burke stated that our objective all along was to be able to trade property for
6 taxes. That means we could lease the space out to somebody. If we cut the costs of what it would
7 take for somebody to move in and put a business there because we own the property, that helps
8 incentivize even more. Whereas, we can take the money in the TIF to help fix up some of the
9 buildings that are already there, or help tear them down. Whatever it takes to help move
10 somebody along.
11

12 Trustee Blackwell inquired do we own the Jewel Plaza? Village President Burke stated we own
13 the whole 13-acres. Trustee Blackwell inquired are we soliciting specific businesses that we
14 would be interested in, or wait and see who comes? Village President Burke stated no, no, no.
15 There are two ways you control what comes into your town. One is through planning and zoning,
16 and the other is if you own the property. We spent probably over the last four-years \$300,000.00,
17 and if the property is now worth \$3,000,000.00 that's a good return on investment. Any property
18 that we can get through tax sales or whatever, we are going to go after them, because we want to
19 trade the value of the property and not have to give away the taxes that we want. That's the
20 strategy. Trustee Blackwell stated that makes sense. Village President Burke stated that the Wal-
21 Mart has been great. Without it, we will be in trouble. On the other hand, the deal was not a good
22 deal. We said, "We are not going to do that no more." We are now in a position, and want to be
23 in a position that whatever we do, we can use Monopoly money if you want to call it that, that's
24 in the TIF, and if we own the land that gives us a leg up to attract people to do whatever we may
25 think we want to do. We want the actual taxes that are coming out of that and we can go put it in
26 our General Fund. We've got some other things that we have been working on that can yield as
27 much as maybe \$200,000.00 next year, which is a fourth or so of what you get out of that Wal-
28 Mart without having to give away a dime. Trustee Blackwell stated that's good news.
29

30 Village President Burke stated that's all good. But what Mike is going to do, is go look at what
31 we got today. Look at other places that may fall into that category that can help grow our TIF
32 balances. We can't take money from Jewel Plaza and put it anywhere else in the Village that's
33 not in that TIF. That \$1,200,000.00 that Stan was talking about, we can't take it and put it next
34 door. It has to be contiguous. He stated so Mike, as the Village Planner, has to go back and look
35 at everything in the Village to see what can we do, and what we can't do, and what makes sense.
36

37 Trustee Blackwell stated he is going to give you a Comprehensive Report. Village President
38 Burke stated that he is going to give us a Comprehensive Report. If you own the land, you
39 control the land. The people that we've turned down which have been a lot of them, they wanted
40 to do things like put in a 2,000-seat rap stadium. No, we are not going to do that. They want to
41 put in storage facilities. No, we are not going to do that. What we are going to do, is do the
42 things that are consistent with the Village of Olympia Fields. Priority number one is maintain the
43 nature of the Village of Olympia Fields. We turned some things down. And while we've turned
44 these things down our TIF dollars have grown, as well as the value of the property has grown. He
45 is going to analyze all of that.
46

1 Trustee Blackwell stated this makes the most sense based on anything we have ever done. I am
2 glad that we have a strategy going forward that works for the Village, not just throw away stuff,
3 and Stan's input. So, everything now seems like it is becoming more cohesive and coming
4 together. You had talked about doing this many years back.
5
6 Village President Burke inquired have you guys been over to Pete's? They gave away the whole
7 town to get that in. It looks great. But they gave away the world. A lot of stuff. All that glitter
8 isn't necessarily gold. I understand Matteson yesterday had a ground breaking of a new cannabis
9 facility they are putting in. Trustee Oliver stated it is one of the largest in the State. Village
10 President Burke stated that you are going to hear later on, that we have had five years in a row of
11 surpluses. We haven't borrowed a dime. And we don't have to go and do things like that in order
12 to pay our bills. Again, what we want Mike to do is look at comprehensively what can we do
13 with what we have and at the same time protect our Village.
14
15 Mr. King stated that this is somewhat of a related question. I am just curious. I haven't had any
16 follow-up on it, but a Village downstate was being challenged about the surplus TIF monies
17 that's coming from School Districts and saying, "Hey, we don't get our share, you don't get to
18 hold on to all of that if you don't do anything with it." Do you know if there are any new
19 developments on that?
20
21 Mr. Hoffman stated every single year since I've been doing TIF there has always been some
22 proposals that did do something and take the cuts out of TIF. There is a very active TIF
23 Association in this state that does do all kinds of lobbying and stuff to prevent that. Is there
24 always a possibility of that? Yes, there is, which is why when you have funds like that you need
25 to think about appropriate allocations for it. As long as you've allocated in there, even if it is not
26 an immediate need, but you said, we need do it. We need to save it for two years to do x or
27 something like that you are okay.
28
29 Mr. King stated that's why I brought it up because this thing came out. The latest I got was
30 August 3rd where the Village is being challenged over the excess funds that they have in their
31 TIF account. If you don't have any plans for that money, the School Districts particularly, might
32 want to attach that and say, "Look, you got a share. Give it up." So, if we don't have any kind of
33 plans, maybe not as firm but commitments, but plans to do something on that footprint, then we
34 are okay. Otherwise, that \$1,200,000.00, it grows at a rate of \$200,000.00 a year. And it will just
35 sit there, and sit there and grow.
36
37 Village President Burke stated that's the reason he is going to be doing what he's doing to make
38 sure we don't give it away. We are not going to give something back that we don't want to give
39 back. If the buildings are worth something, and the pot of money is worth something, then he
40 will be working on a Comprehensive Plan to make sure that we have something. We got a list of
41 people that we're talking to. We got some people that we say we don't want to deal with. But
42 there may be some things that we want to do to accelerate this. But we need to have that
43 Comprehensive Plan. Thank you, Mike.
44
45
46

1 **Motion by Trustee Blackwell, Second by Trustee Watkins to Authorize the Village**
2 **President to Execute the Agreement Between the Village of Olympia Fields and Teska**
3 **Associates, Inc. for Consulting Services to Furnish Professional and Technical Assistance in**
4 **Connection with a TIF Study and to Update our Retail Marketing Strategy and Site**
5 **Development Action Plan; and Not to Exceed \$37,000.00.**

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

7
8 **REPORT OF THE VILLAGE ADMINISTRATOR:**

9
10 **Alternate Water Delivery Feasibility Study – Steve Amann, Baxter & Woodman Engineers**
11 Village Administrator Saenz stated that we have in attendance in the audience, Steve Amann
12 from Baxter & Woodman. You have the agreement in front of you. As you all know, the Village
13 is currently under contract with Oak Lawn for the purchase and delivery of our water. That
14 agreement expires in December of 2024. Oak Lawn is in the process of making improvements to
15 their water system. They currently have a Regional Water System Improvements Program that is
16 ongoing right now. The total cost of that program is anticipated at \$274,000,000.00. The cost
17 actually started around \$80,000,000.00 originally. She inquired of Ms. Zigras whether or not that
18 was correct. Ms. Zigras stated yes. Village Administrator Saenz stated that it has increased over
19 the years.

20
21 Village Administrator Saenz stated that in the consortium with Oak Lawn there are 12 towns in
22 total including us. The upgrades that they are currently making will basically benefit their clients
23 to the west. None of the upgrades are planned for the infrastructure to the towns that are south.
24 Those towns include: Olympia Fields, Matteson, and Country Club Hills.

25
26 Village Administrator Saenz stated that there have been a few consortiums formed with the
27 intent to sell water. We have met with them over the years. She stated about four years ago we
28 were approached by the City of Chicago Heights. Chicago Heights had entered into an
29 agreement to purchase water from Hammond. They passed an Ordinance that included about 13
30 towns that they would be willing to sell water to. Olympia Fields happened to be one of those
31 towns.

32
33 Since our last meeting, we found out that Homewood, which was one of the towns in the
34 agreement with Chicago Heights, had begun construction because they had entered into an
35 agreement with Chicago Heights to purchase water from Hammond. In that agreement, we also
36 found out that Flossmoor had entered into a contract with Homewood. Flossmoor receives their
37 water from Homewood now. They were looking to break away from Homewood. She stated
38 within the last six-months to a year, Homewood and Flossmoor have entered into a contract.
39 Flossmoor will be purchasing water from Homewood.

40
41 Our team met this past Monday. Steve joined us. We met with Flossmoor just to get an idea of
42 what our options are. The Village will have two options. One will be to stay with Oak Lawn and
43 pay our portion of this \$274,000,000.00, which is about \$7,000,000.00. Ms. Zigras stated that it
44 is 2.6%. Village Administrator Saenz stated or we can enter into an agreement with Flossmoor
45 and purchase water from Flossmoor. As I mentioned, the towns that are south are Matteson,
46 Country Club Hills, and Olympia Fields. Olympia Fields is at the end of the line. The thought
47 has always been that the three towns could get together, make a decision, determine what we

1 were going to do. Everything that everyone is doing is based on capacity. Flossmoor only has so
2 much capacity and so much water that they can sell. It is in our best interest, and the best interest
3 of really the three towns to be the first one at the table to make an agreement to purchase water.
4

5 Village Administrator Saenz stated that we've met with Baxter & Woodman, and Steve is going
6 to bring you up to speed and give you an idea of what they're proposing, the services that we
7 asked them to assist us with. Basically, Baxter & Woodman is going to assist us with making a
8 decision on an alternate water source. He is going to help us determine what is the best for the
9 Village. Do we stay with Oak Lawn, or do we talk to Flossmoor and enter into an agreement
10 with them? She stated with Flossmoor, and Jim correct me, we have a connection on Vollmer
11 Road just east of Kedzie, or is it at Kedzie?
12

13 Mr. Landini stated actually our connection is west of Kedzie. That's our emergency connection.
14 The logistics of where Flossmoor's pumping station is in accordance with our pumping station,
15 they're basically across the street from each other on Vollmer Road. That is where a connection
16 point would most likely be constructed from Flossmoor to us. It's a very short run, and it makes
17 the most sense. Economically, and money in, that would be the most feasible route if we were to
18 go with Flossmoor. Village Administrator Saenz stated that she is going to turn it over to Steve.
19

20 Village President Burke stated this has been kind of floating around for maybe three years. The
21 connection that we have with Oak Lawn, and everybody is accustomed to Chicago water. The
22 problem is, and everybody really needs to understand this, if Country Club Hills and Matteson
23 go with the connection to Homewood and Flossmoor and we are the only ones left, we have to
24 pay the full implementation, all the pumping stations, all the costs, in addition to the
25 \$7,000,000.00 that we would have had to pay to stay involved with that existing system.
26

27 Village Administrator Saenz stated that right now our percentage is 2.3%. If they decide not to
28 continue on, that percentage jumps to 14.6%.
29

30 Trustee Watkins stated when we talked about this before, Matteson, their contract was up or
31 coming up, and she was going to extend it. Did she extend it? Village Administrator Saenz stated
32 no. Trustee Watkins inquired has there been a decision on that?
33

34 Village Administrator Saenz stated there was a meeting today with the Oak Lawn Water Group.
35 Matteson is paying retail rates. They've appealed to Oak Lawn to negotiate so that they are not
36 paying retail rates. Correct me if I'm wrong, Oak Lawn basically said, "No" today.
37

38 Trustee Watkins inquired even if we were to buddy up with them and go to the table would that
39 give us any leverage with Oak Lawn? Village Administrator Saenz stated we have to determine
40 what's best for us, to either stay with Oak Lawn, or to go onboard with Flossmoor. Depending on
41 upgrades to the connection, upgrades to the Flossmoor System, confirming that the water source
42 is good, it might be a better choice for us to not even consider remaining with Oak Lawn, and to
43 actually connect with Flossmoor. That's what we're proposing right now that we do this
44 Feasibility Study. What is our best choice, our best option?
45

1 Mr. King inquired do we have any idea what the cost would be to hook up with Flossmoor and
2 all the infrastructure improvements that are necessary? Village Administrator Saenz stated not
3 yet.
4

5 Trustee Blackwell stated so you are saying if we stay, we are going to go to a 14% increase?
6 Village Administrator Saenz stated no. If we stay, right now, we know it is going to cost us
7 \$7,000,000.00. What we don't know is what Matteson and Country Club Hills are going to do. It
8 appears that Matteson is not going to stay with Oak Lawn. So, if Matteson does not stay with
9 Oak Lawn, we will have to pay their percentage of the upgrade. Trustee Blackwell stated oh, we
10 will have to cover Matteson's costs. Village President Burke stated and Country Club Hills. If
11 they go away, we have to pay for everything. Village Administrator Saenz stated because we are
12 at the end of the line. Trustee Watkins stated so if we stay with Oak Lawn and Matteson pulls
13 out, we have to pay. Village Administrator Saenz stated yes. We are going to pay more. Trustee
14 Blackwell stated so timing you're saying is critical. Village Administrator Saenz stated the
15 timing is critical, because when we met with Flossmoor, they basically said they know they don't
16 have enough capacity to deliver to all three towns. They may not have the capacity to deliver to
17 two towns. They know they have capacity to deliver to us. So, it's kind of like who is going to be
18 first at the table to have an agreement with them.
19

20 Village President Burke stated there is one other piece to this that you have to understand. In
21 order for Matteson or Country Club Hills to connect up, it's a really big project. It is going to
22 cost a lot of money because they are way further away. He stated for us, we already have a
23 backup connection to Flossmoor today. So, we have two sources where we can get water from.
24 One is from our normal through the three groups to us, and the other thing is a backup we can get
25 water right now. It's not as big a pipe as we would like from Flossmoor. So, if Baxter &
26 Woodman turns around and say here is what this looks like. The water is okay. We could
27 probably get something up and running a year, year and a half, whereas these other guys,
28 Matteson is in yogurt right now because their contract expired last year. They are going to be
29 paying almost 50% more than what they have to pay to just keep what they have. We don't have
30 that situation because we have a contract for two more years.
31

32 Village Administrator Saenz stated that's our luxury. Our luxury is our contract expires in 2024.
33 Homewood, their contract with Harvey expires in December of 2022. They are planning to be
34 online with water from Hammond in March of 2022, at the latest July. They are going to be up
35 and running. Flossmoor's target date is December of 2022 to be online with Homewood. We still
36 have until 2024, but they will be online. They're going through the testing. We'll have an idea of
37 how it's going to pan out with them. But we still have our education to do, our homework to do,
38 and our due diligence.
39

40 Mr. King inquired but do we have that much time to commit? Village Administrator Saenz stated
41 that we need the engineer to talk.
42

43 Mr. Amann stated one of the things we talked about is the timeframe here. As Cindy said, we
44 met with Flossmoor on Monday. They talked about their timeframe and how they need to be
45 online by December 2022. The way that we see it, we've got six-months if we want to go with
46 Flossmoor to tell them that we are going to go with them. He stated six-months from now,
47 February of next year, is when they are going to have to start designing, getting permits, and

1 going out to bid and constructing the improvements that they need to make their system
2 compatible with Homewood, Chicago Heights, and Hammond. They are on target to do that. As
3 part of those improvements, we might have to say to them, “We need you to increase pipe sizes
4 within your town from a 12 to a 16 or something, so that the water you get from Chicago
5 Heights, Homewood through Flossmoor can make it down to Olympia Fields.” That’s where a
6 kind of critical path is for our evaluation of what the goal is.

7
8 Village President Burke stated the pipe from Chicago Heights to Homewood is in. We walked
9 through it. We’ve seen it. We touched it. It’s big enough to accommodate what Homewood
10 needs. The longer we wait on this, then not only there may not be enough water for us, but the
11 time it takes to expand the pipe between us and Flossmoor shrinks. You have to have big enough
12 pipe to do this. Correct? If the pipe is not big enough, not only for what Homewood needs to get
13 from Chicago Heights, but the size of the pipe between us and them, or we get stuck.

14
15 Mr. Amann stated yes. As you said, the Homewood pipe that gets them water from Chicago
16 Heights is already in. Whatever size it is, it’s done.

17
18 Village President Burke stated the Homewood pipe we’ve seen it. We walked it. Jim and I have
19 seen it. The infrastructure is already there. When they said they are going to have this water on
20 by March, they will have the water flowing. They can’t change that pipe. Mr. Amann stated
21 right. Village President Burke stated but if these other towns get the water, then we’re stuck.

22
23 Trustee Blackwell inquired you can only purchase the water from your adjacent Village? Mr.
24 King stated no. Trustee Blackwell inquired so why are we not dealing with Chicago Heights?
25 Why are we dealing with Homewood? I’m just trying to understand. Village President Burke
26 stated I’m not sure if that’s part of your scope, but when we met with Chicago Heights last year,
27 they gave us a price to run a pipe down Vollmer Road and connect up ourselves. That’s going to
28 be far more costly than if we just connect up to Flossmoor right across the street. Trustee
29 Blackwell stated okay.

30
31 Trustee Finley stated it’s a different kind of government. The difference between Chicago
32 Heights and you know how they think and do, versus Flossmoor and Homewood. Mr. King
33 stated they’re a city too. Trustee Finley inquired of Mr. Landini whether or not there was
34 anything that he wanted to throw on the table regarding our thinking on this.

35
36 Mr. Landini stated I definitely have some input, but I also know that Steve has plenty of things to
37 go over. One thing I do want to make clear, is our current connection with Flossmoor is an
38 emergency connection. That is not a connection that would feed water supply. That is worst case
39 scenario, if something happens to our town, we have enough for fire suppression and potable
40 water. But that does not go into our pumping stations. So, what we would have to do is construct
41 a line from Flossmoor to our pumping station. And part of the urgency in all of this is, with
42 everything in this day and time, things are drastically delayed and material and prices are
43 skyrocketing. When Steve says six-months, that’s valid, because the ball has to get rolling
44 because we don’t know what challenges are going to be ahead of us. That’s what this Feasibility
45 Study is going to tell us, is what is the correct path to go on.

46

1 Trustee Finley inquired do we need six-months in order to do the analysis and make a decision?
2 Village President Burke stated the analysis of the water to ensure that it doesn't mess up our
3 pipes. We don't want a Flint. It's Chicago water, but still it's going through a couple other places
4 that it could cost us. Flossmoor has to figure it out. We are hopefully going to piggyback on
5 whatever they might have done with the EPA to make sure that the water is okay. It's a matter of
6 do we stay with Oak Lawn, do we go and lead with Flossmoor and Homewood and go to
7 Chicago Heights, or do we go down Vollmer Road and hookup ourselves. The least expensive
8 approach that has the least amount of time is going through Flossmoor.

9
10 Trustee Pennington inquired can we hear what Steve suggests in terms of this project, because
11 we're talking around it, but we have to hear what he has to say.

12
13 Mr. Amann stated to talk a little bit more about Vollmer Road and the Chicago Heights option,
14 that was something that actually came up in our discussions with Flossmoor Monday, because of
15 Matteson now looking into a possible connection to ultimately the Hammond source through
16 Flossmoor, Homewood, Chicago Heights somehow, but they're right down the road from us. If
17 they continue down that road, there's a possibility that we might be able to work with them to
18 implement a cost-effective Vollmer Road option. That's something we can deal with a little bit
19 more later on. The scope of the proposal that we're putting in front of you guys tonight, is kind
20 of look at all the data that Flossmoor and Homewood have already generated in their analysis of
21 the Chicago Heights and Hammond connections. When we met with Flossmoor on Monday,
22 their engineer was there and everybody was willing to completely share that data. The
23 engineering company that they're working with we have worked with them extensively in the
24 past. There's not going to be any issues getting that data and sharing back and forth with that.

25
26 One of the other things that we have to look at for Olympia Fields is when we make that
27 connection to Flossmoor, instead of the water coming from Oak Lawn down Vollmer it's coming
28 across the street. How does that impact our distribution system? I think from what Jim was
29 saying, and what we know of the system, we're hoping those impacts are minimal so we
30 wouldn't have to change pipe sizes within Olympia Fields to accept this new source. But we do
31 have to look at that, because that is a cost potential that would have to be factored into the
32 decision which way we go here. We would look at different routes. He stated Jim pointed out the
33 really simple one. Obviously, that's the first one we are going to look at. But depending on what
34 we find with Flossmoor's network analysis, and the analysis we do on Olympia Fields network,
35 make sure that is a viable route to make our systems compatible as well as showing we have got
36 right-of-way permits, easements, and stuff like that available to us. We will develop a timeline
37 for implementing those and then look at the costs of the two different systems. The overall
38 construction costs, and then how that translates into cost per thousand gallons that would have to
39 get added into the water bills that we send out here. And then basically, do a cost comparison for
40 those different options and present it to you guys in the form of a report and a PowerPoint
41 presentation at a Board meeting if you would like, and go back and forth with staff here and
42 make sure that we've covered all the bases and gotten all the questions addressed before we
43 finalize the report and make a recommendation to the Board on which way to go.

44
45 Village President Burke stated as this is written right now, you only have two options in this?
46 Mr. Amann stated we do. Village President Burke stated not the third one? Mr. Amann stated the
47 third being Chicago Heights, no, we do not. Village President Burke stated I think you need to

1 add that in. Mr. Amann stated we can definitely do that. Village President Burke stated we got a
2 price from Chicago Heights. There were two prices they gave us. One price was we put the pipe
3 in. The other price was what it was going to cost if they provided the pipe for us. That was before
4 Homewood really got into it. Homewood wants to make money off of this. And then Flossmoor
5 is going to want to make money on it. So, whoever is the furthest down the pike, is going to be
6 paying an up charge. That's why I say you need to look at us putting the pipe in ourselves too.
7 He stated from Chicago Heights perspective, they already know what they're buying the water
8 for. If Homewood can be the supplier, we can get the same rate that Homewood would get it for.
9 Mr. Amann stated possibly, yeah. Village President Burke stated I would like for you to add that
10 one other piece to it, because we got two sets of numbers in the third category. Mr. Amann stated
11 we will definitely do that. Village President Burke stated you put the pipe in yourself. We have
12 time to do it. If it turns out that Matteson beats us to the punch and sucks up all the water out of
13 Homewood, then it may come out to be cheaper than if we go and get our own water from
14 Chicago Heights instead of bearing the cost of being the last one coming and getting the water
15 from Oak Lawn.

16

17 Trustee Blackwell stated so we have three options now instead of two. Mr. Amann stated yes, we
18 will take a look at that.

19

20 Village Administrator Saenz stated that we met with Gonzalez like three times. The second time
21 he suggested we go talk to Homewood. The third time he suggested we go talk to Flossmoor. I
22 think that we should reach out to him, but I don't think he's interested in that option anymore.
23 Village President Burke stated he's not interested in the one where he builds the pipe. Village
24 Administrator Saenz stated exactly. Village President Burke stated that he may be interested if
25 we did it ourselves. He stated from a cost analysis and the timing standpoint, if we get squeezed
26 out of getting the water from Homewood because one of the other two towns got it, and it's too
27 late for them to make their pipe big enough to supply all three of us, then we may have to stay
28 with Oak Lawn. We may be forced to do this and we don't want to wait until the last minute to
29 figure that out.

30

31 Mr. King stated if you look at the cost of one of these, say going to Flossmoor for example, what
32 percentage of the cost of something like that is in the actual pipes themselves, the material versus
33 the labor aspect?

34

35 Mr. Amann stated that Jim made a good point about the pipe, the material price is going up.
36 Honestly, I haven't looked at the cost differentials between labor and pipe for years. Those
37 things they go up all the time, both labor and materials. I couldn't really tell you.

38

39 Mr. King stated that I ask because the price is going up everywhere. If we were engaged in doing
40 it ourselves, and getting out there once we know what we are actually going to do, put a contract
41 for the material and get the price locked now, or whenever that now is, if it is significant enough
42 and I would assume it is.

43

44 Mr. Amann stated sure. We've done that before like pumps, specialty equipment like that that
45 has long lead times, and in this case if we're in a situation where the pipe is getting more and
46 more pricy, and more and more hard to get, that's an option that we'd look at when we're to a
47 point of actually building something. But we first have to figure out how big the pipe is, where it

1 is going to go, and how much of it we need, and anything else that we might need like potentially
2 some other pumps.

3

4 Mr. King stated the timeline is a decision model as to when. Mr. Amann stated the timeline is
5 part of our scope of work right now.

6

7 Trustee Blackwell stated that our contract expires with Oak Lawn in December of 2024. Our
8 current rate is locked until such time as this contract expires. Is that correct? Mr. Amann stated
9 correct. Trustee Blackwell stated with that in mind, do we know for sure that in January of 2025,
10 the rate that we pay for water is going to substantially increase. Is that a given? Mr. Amann
11 stated yes.

12

13 Ms. Zigras stated the rate is a component of what Chicago charges as the rate. So, whatever
14 Chicago charges its residents, Oak Lawn buys the water from Chicago for that price. There is a
15 budget that Oak Lawn has as far as electricity, pumping station charges, transmission charges,
16 and their system administration charges in which we see is very transparent in the budget. It is
17 allocated accordingly to each municipality. That surcharge is then put onto the Chicago rate. Our
18 rates go up twice a year. They go up in January of each year. That's Oak Lawn because they
19 have a new budget, and based on their budget this is what our new rate is going to be. And in
20 June, Chicago increases their rate by CPI. They have come out and said that they will increase by
21 CPI each year. This year again in June we saw an increase.

22

23 Trustee Blackwell stated so Chicago's grabbing for more money which would affect us in the
24 current contract. Ms. Zigras stated absolutely. Trustee Blackwell inquired do we have any
25 projections on Hammond's costs? Ms. Zigras stated that Mayor Gonzalez has given us that. We
26 can't speak if that is what Flossmoor will give us. We know what price Homewood is purchasing
27 from Chicago Heights. We know that there's a CPI with a floor and a ceiling that Homewood is
28 purchasing from Chicago Heights.

29

30 Village President Burke stated that Chicago Heights is less than what Oak Lawn is giving
31 because its coming from Hammond. And what Gonzalez got baked into his system is 50-years or
32 whatever it is at a certain price, which is less than what we are getting from Chicago. One thing
33 we do know, and that is Chicago is coming out of this pandemic with a whole lot of tax revenue
34 that was lost. What are they going to do? They are going to go to the goldmine which is the
35 water and they are going to jack it up. He stated Mayor Rahm fixed it so that it was tied to what
36 the people who live there pay. But whose to say they may turn around and say, "Look, we are
37 going to charge whatever we want." And then we are going to be in bad shape. And if you add
38 on top of that Country Club Hills and Matteson recognizing that they are in trouble, and they are
39 on the same pipe that we're on, and all three of us are paying extra money for something that we
40 are not benefitting from because all the infrastructure improvements that Oak Lawn put in is
41 really to take care of the people in Mokena, and Orland, and all those other people and they are
42 making us pay for it.

43

44 Trustee Watkins stated that I have a question regarding the Oak Lawn contract. I understand we
45 will have to pay \$7,000,000.00 into that. Our new water contract will be 20 or 24-years, correct?
46 How long is a new contract? Ms. Zigras stated Hammond is 25. I believe Oak Lawn is 40.

47 Trustee Watkins stated this is a huge decision that is going to affect us for generations to come.

1 If we go into this Hammond deal, who is to say they won't need to upgrade their pipes in five-
2 years?

3

4 Village President Burke stated Gozalez has a fixed price with them for like 25, 30, 40-years. His
5 price is fixed. They can't change it other than what CPI or whatever it is. He got into a contract
6 with them. Their base price is much lower than what Chicago is. He got it locked in for a long
7 period of time. Trustee Watkins inquired that is including the piping? Village President Burke
8 stated that's including the whole delivery, everything.

9

10 Trustee Blackwell stated that's a good question. So, you are going to do projections with costs
11 involved and give us some bearing on what the projected cost will be for if we do pipe, if we go
12 Chicago Heights, if we go Flossmoor, or if we stick with Oak Lawn, knowing that Oak Lawn is
13 going to jump up the price once our contract terminates substantially. Mr. Amann stated right.
14 The one question that we can't really answer for certain though, is if Country Club Hills and
15 Matteson will remain on Chicago, and then how that impacts the cost and price to Olympia
16 Fields. I think we could have like three numbers. Maybe your C, depending on who jumps ship
17 from Oak Lawn and who doesn't, and then we are left with whatever.

18

19 Mr. King inquired did you say when Matteson and Country Club Hills have to make a decision
20 on their end? Village Administrator Saenz stated Country Club Hills 2024. Matteson is expired
21 already.

22

23 Trustee Pennington stated that he has a question regarding the monies that we have been
24 escrowing to pay for the advancement to Oak Lawn. Assuming that we go to one of these
25 components, what happens to those funds that we've been escrowing? Ms. Zigras stated we have
26 been encumbering them. We are keeping them in reserve in our own fund balance. Village
27 Administrator Saenz stated we aren't sending them to Oak Lawn. Ms. Zigras stated yes, we are
28 not sending those funds to Oak Lawn.

29

30 Village President Burke stated that's money we could use to pay for this other infrastructure. Ms.
31 Zigras stated within the Water Fund in the Audit, you will see for "Reserve," and you'll see
32 "Reserves."

33

34 Trustee Finley stated Stoney, you mentioned earlier the unfortunate leadership decisions that
35 were made in Flint around their system. We've been talking about equipment and stuff like that.
36 Leadership matters. These decisions that are made will ensure the quality of what we get in the
37 way of service or product. Does your assessment, or even informally, look at what you believe to
38 be the integrity of the management system that would be overseeing the delivery of the water
39 over time?

40

41 Mr. Amann stated not directly. That's something that's a little bit out of the scope of a typical
42 engineering contract. I think we've all got experience with dealing with the different towns that
43 are involved in this process. We have some sense long-term of stability in management or lack of
44 management in different aspects of their infrastructure.

45

46 Mr. Amann stated one thing we didn't talk about tonight, but is ultimately going to be part of the
47 Village's requirements to look into this is a long-term Water Quality Analysis to speak to those

1 same issues that Flint had. When you change water sources, how does that impact all the
2 infrastructure you have in terms of the distribution mains, the service pipes, all that? You have to
3 look at a very complicated and time-consuming analysis which Homewood and Flossmoor had
4 engaged a consultant to do that. They've already started down that road. Mr. Landini stated that
5 they are almost done. Mr. Amann stated in all likelihood, we would probably use the same
6 consultant. It would be a lot more available to us to have them do that. Ms. Zigras inquired how
7 much would that cost? Mr. Amann stated a couple hundred thousand dollars. Village
8 Administrator Saenz stated it was an eight-month process.

9
10 Trustee Watkins inquired in your Feasibility Study, do you look at the quality of the water
11 coming out of Hammond, versus the quality of the water coming out of Oak Lawn? Mr. Amann
12 stated yeah, we would look at the quality issues based on the reports. The other type of study that
13 we are talking about is they actually run a system, and run the different types of water through it
14 against samples of pipe from the Village to see exactly what happens with a copper service pipe
15 that has been out there for 25-years or whatever and see the impact on that, so we can make sure
16 that we don't have the kind of problems that they had in Flint.

17
18 Mr. Landini stated the purpose for that test, the water is very, very similar, but depending on the
19 source and who is supplying that water, it's chemically treated slightly different with very
20 minute degrees of chemicals, but they can have an impact on your existing infrastructure that has
21 had the same water going through it for 25-years. So, when you change chemically the pH, or the
22 different types of chlorination, that could create leaching in pipes and it's called a "Loop Test."
23 So, for eight-months it runs our infrastructure, and that new water through it and then gets tested,
24 I want to say weekly, to make sure that there is no significant changes and harmful chemicals
25 leaching out of the pipes due to the chemical change from water source to water source. That's
26 what was missing in Flint, Michigan and any other town that you heard that from, they bypass
27 the original expense to just get the water at a cheaper rate and it was at the detriment of the
28 residents because a terrible thing happened without them doing their homework.

29
30 Mr. Amann stated that you would have to look at that type of analysis if we decide to go with a
31 system where we get water from Hammond. If the decision is to stay with Oak Lawn, we don't
32 need to do that.

33
34 Village President Burke stated that you have to look at it from Hammond, Homewood, and
35 Flossmoor because it will be going through all of those. Mr. Amann stated correct. Village
36 President Burke stated whatever the water will be doing to any one of them by the time it gets to
37 us it could have a detrimental affect on our water. I think the question is, your contract, this guy
38 right here does not include doing that water analysis. Mr. Amann stated correct. Village
39 President Burke stated he is an engineer. There is a separate group of water engineers that
40 Homewood/Flossmoor paid together, because they've been connected getting water from Harvey
41 over \$200,000.00. I would assume you are going to go look at what they have. Hopefully, they
42 give it to us. One of the advantages of getting it from Flossmoor is that they would probably give
43 us the benefit of looking at the analysis that they did. If we didn't get it from them, and we did it
44 ourselves going down Vollmer Road ourselves, then we may have to go and do a complete
45 analysis by ourselves.

46

1 Mr. Amann stated that we would still have to do that chemical analysis. Village President Burke
2 stated yeah you still got to do it; it just wouldn't be as onerous as it would be. Mr. Amann stated
3 right now, Homewood/Flossmoor gets their water through Harvey. We get ours from Chicago
4 through Oak Lawn. They're source A. We're source B. We are both looking at source C. They
5 are comparing A to C, and we're comparing B to C. Our chemical analysis is going to be
6 independent and separate from what Homewood and Flossmoor have already done. Village
7 President Burke stated the first step is to see mechanically if it can be done and what it would
8 cost. Correct? Mr. Amann stated correct. Village President Burke stated the next step is going to
9 be whether or not chemically it is going to work. Mr. Amann stated correct. Village President
10 Burke stated just so everybody understands, that analysis with Homewood and Flossmoor was
11 like \$200,000.00. But that was something you have to take into the overall analysis to see if
12 that's something is it worth it to do that, versus taking on the responsibility for the pumping
13 station and the whole infrastructure from Oak Lawn to us, at the end of the line.
14

15 Village Administrator Saenz stated depending on what option you choose, and it doesn't matter
16 which option you choose as far as connecting to Flossmoor or possibly going directly to Chicago
17 Heights, it would be advantageous for us once we know what Country Club Hills and Matteson
18 are going to do, if they are going to purchase water from Hammond to then partner with them to
19 do this type of a Loop Testing and Study. Because they're on the Oak Lawn water source and
20 they are going to have to have it done and we can all split it. Village President Burke inquired
21 have they declared that they are going to work together yet? Village Administrator Saenz stated
22 no. Matteson is doing a Feasibility Study. They've actually reached out to us. And they've
23 reached out to Flossmoor. So, they're doing their Feasibility Study. We're going to vote tonight
24 about our Feasibility Study. I have no idea what Country Club Hills is doing. We don't know.
25

26 Trustee Pennington stated I call for the vote. Village President Burke stated again, I just want to
27 modify this. Mr. Amann stated sure. I'll have to talk with our water experts to find out what
28 additional costs is going to be involved in that. Village President Burke stated no, not the water
29 analysis part, I'm talking about the third option. Mr. Amann stated that's what I'm saying, I'm
30 not sure how much that's going to add to the cost of this work. Village President Burke inquired
31 approximately how much extra do you think? Mr. Amann stated put me on the spot. I would
32 estimate somewhere in the order of \$5,000.00. Village President Burke stated I'm asking the
33 question because I'm going to have to modify this number for the vote and say not to exceed
34 \$35,000.00. That would be a ballpark. We don't want to stretch this out. We need to get going.
35 Mr. Amann stated absolutely.
36

37 Trustee Watkins stated before we take the vote, I would just like to say that I understand that
38 \$7,000,000.00 may seem like a lot of money. But water is very important. And this decision
39 should be taken very seriously because it is going to affect people beyond our lifetime. Even
40 though we're looking at \$7,000,000.00 staying with Oak Lawn, I really want to consider they are
41 updating their pipes. They're doing all the necessary things on their end. I just want us to really
42 analyze and take the vote seriously. I just want to put that out there. I know we're talking about
43 Flossmoor. I know it's coming from Indiana, going to Harvey, going here, going there. Village
44 President Burke stated this is something that we've been looking at for three-years. Trustee
45 Watkins stated I've been here for three-years. Village President Burke stated and we're not
46 taking it lightly. Trustee Watkins stated I'm just putting it on the record. Village President Burke
47 stated we're all on the same page. All this is about right now is for him to do the analysis to help

1 us figure it out. We're not making any decisions to do anything other than we have to have what
2 it is going to cost. Trustee Watkins stated I understand that. Village President Burke stated just
3 for the record, this is not a decision in any way, shape, or form, to change water sources. This is
4 an analysis to get the data for us to better understand it. Trustee Watkins stated absolutely. I
5 agree with that.

6 **Motion by Trustee Oliver, Second by Trustee Pennington to Authorize the Village**
7 **President to Execute an Agreement Between the Village of Olympia Fields and Baxter &**
8 **Woodman Engineers to Complete an Alternate Water Delivery Feasibility Study to**
9 **Evaluate the Feasibility and Cost of Obtaining Potable Water from the Village of**
10 **Flossmoor (via Hammond/Chicago Heights and Homewood, and Directly to Chicago**
11 **Heights; Not to Exceed \$35,000.00.**

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

13
14 **Contract Renewal – IT Consultant** – Village Administrator Saenz stated that the next item we
15 have on the agenda is the IT Contract Renewal. I had thought by this time we would be looking
16 at and discussing the creation of a full-time position for IT. But what we are looking at tonight is
17 the renewal of the contract that we have with our consultant for one more year. The current
18 contract which we actually extended in April for 90-days, is for seven hours per week for four
19 hours of work for a total of \$49,140.00.

20
21 One of the things that I would like to say before we take the vote, I just want to make sure that
22 the Board understands and is aware. I have always been the IT backup. And with me taking this
23 position and then retiring in October, I started a year ago to hand off and take a step back from
24 the IT support issues that were happening in the Village. Stan, our IT consultant I had a talk with
25 him. He did share with me that he felt that the seven hours per week just wasn't enough any
26 longer to keep up with the support of the Village. He did let me know that he on average, has
27 been putting in approximately an additional six hours per week with the Village. He has been
28 doing a lot of remote work. He has basically had to do from all of the departments something
29 every day. He is in the office on Wednesdays. I know we are looking to approve this contract for
30 the same amount of hours, keep it as it is. If that is what we are going to do today, I just want the
31 Board to understand, that at some point we really are going to have to consider increasing his
32 hours or looking into creating a full-time IT position here. We've come a long way. We've made
33 a lot of advances. Technology is continually changing. And not that we want to be the best or
34 premiere, the best technology that is out there, but we need to keep up. There's a lot going on, as
35 Trustee White was questioning Mary earlier just about cybersecurity. There's a lot of projects
36 that we have on the Board that we want completed. And with seven hours per week, it is going to
37 take a really long time to do those things.

38
39 Trustee Blackwell inquired so what's the proposal? Is there a proposal? Village Administrator
40 Saenz stated yes, there's a proposal. Trustee Blackwell inquired where is it. Village
41 Administrator Saenz stated that it should be in your packet. Trustee Blackwell inquired are we
42 now still in the process with Smith who made her presentation to come in and do some
43 assessments of what our needs are?

44
45 Village Administrator Saenz stated yes. That assessment is for our software. Trustee Blackwell
46 inquired wouldn't that also reflect the particular use of the software in terms of who is
47 coordinating it? Village Administrator Saenz stated well, the IT person will have to be involved.

1 Trustee Blackwell stated sure. Village Administrator Saenz stated that Mary is going to help us
2 select a vendor, who will then do the installation and the training of the software. The IT
3 consultant that we have right now is basically hardware. Hardware network, not applications, no.
4

5 Trustee Watkins stated if we move to the Cloud that may eliminate that IT position. Mr. King
6 stated minimize it. Village Administrator Saenz stated not eliminate it. Someone still has to
7 manage that, but most definitely whoever is posting it will have the responsibility. We still have
8 to have involvement. The proposal is to renew the current IT contract that we have for one year.
9

10 Trustee Blackwell stated but you indicated that this gentleman was also doing an additional
11 seven hours a week, or a month? He is currently under contract for seven hours per week. You
12 are saying that he is actually cranking in 13-hours. Village Administrator Saenz stated that is
13 what he is telling me. Trustee Blackwell stated obviously, we would be paying him for the
14 overtime. Village Administrator Saenz stated no, we're not. Trustee Blackwell stated so he is
15 doing this on his own pro bono for the extra seven hours? I'm just trying to figure out what's
16 going on and what we're even looking to vote on. Village Administrator Saenz stated that we are
17 voting on the renewal of the contract for one year.
18

19 Trustee Pennington stated and not considering any type of overtime. It's not factored into the
20 contract. Village Administrator Saenz stated I just think the Village needs to keep that in mind
21 and consider that.
22

23 Trustee Finley stated I understand the deal that is on the table. You just made a comment. The
24 reason what he is doing is working for us because he is volunteering almost as much as we are
25 paying him to do? Village Administrator Saenz stated yes. What will happen is, is that I think
26 once I am gone, he is only going to have to put in more time. So, what we are going to have to
27 do, and I have suggested that he sit down with the Village President and have a conversation. In
28 fairness to him, if we are approving a contract for seven hours, he needs to kind of stay in that
29 box. But staying in that box, I don't know what that will do to the support services that we need
30 for the Village.
31

32 Trustee Blackwell inquired when does the contract expire currently? Village Administrator
33 Saenz stated that his contract is expired. It expired April 30th. We extended it for 90-days.
34 Trustee Blackwell stated it will be from August 1st, 2021, until July 31st of 2022.
35

36 Trustee Watkins stated we are paying him almost \$50,000.00 a year. Village Administrator
37 Saenz stated yes. Trustee Watkins stated but he is only working seven hours a week.
38

39 Trustee White stated a couple questions. I know his current contract is expired. How long has he
40 been working for the Village? Village Administrator Saenz stated 20-years. Trustee White
41 inquired have we looked at opening this up to any other potential IT providers? Village
42 Administrator Saenz stated over the years we have. His last two contracts were three-year
43 contracts, and no, we didn't open it up for an RFP, or bid process, or anything like that.
44

45 Trustee White stated you guys can take this for what it's worth. But if I could make a
46 recommendation to the Board based on my professional experience, I would recommend not
47 extending this contract at this time, because as I see things right now in terms of what our

1 posture is with regards to our IT capabilities and lack thereof, I would want to know what the
2 plan is for moving to a full-time, or whatever that plan is moving forward. You guys have heard
3 me talk about this cybersecurity issue. I work for a cyber company and I can tell you it is not
4 something to keep kicking the can down the road. And I'm sorry, but the questions that I sent
5 over, the answers were not appropriate in terms of really squelching my concerns about
6 mitigating risks for the Village.

7
8 Trustee Blackwell stated so you sent questions to the consultant and he responded? Village
9 Administrator Saenz stated that he sent them to me and I sent them to the consultant. Trustee
10 Blackwell inquired you got written answers? Trustee White stated I got written answers. Trustee
11 Blackwell inquired what was your reading? Trustee White stated they do not appropriately
12 answer the question of, are we appropriately set up to mitigate cyberists right now. I'm not
13 saying that he can't. But I want to make sure that whoever we enter into an agreement, that right
14 now, we're paying at an annualized rate. I'm going to go fluffy with the math here, \$250,000.00
15 a year. That's my main concern because we have to look out for the best interest of the Village.

16
17 Trustee Watkins stated and I think to piggyback off of you, Trustee White, once we sign into this
18 agreement, we have with the Baecore Group, the dynamics are going to change anyway. So, to
19 commit to a one-year contract may not be the best thing. Maybe just extend it another 90-days,
20 or 120-days until we see what Baecore is going to do.

21
22 Village Administrator Saenz stated the thing with Baecore is, she told you that we can't
23 anticipate that project being completed in two to three years. Trustee Watkins stated didn't she
24 give us a window of six to eight-months? She said that she will be with us for two to three years,
25 but for us to know and get some information would be six to eight months. My point is, maybe
26 we should hold off.

27
28 Trustee Blackwell stated I kind of feel what you're saying. I think what Trustee White is talking
29 about is that particularly based on the questions that he presented at the previous meeting, is that
30 right now, at least for me, I'm kind of computer savvy with basic stuff, not knowing all the
31 programming, but it was pretty clear from his presentation that we do not now have in front of us
32 an overall view and perspective of not only what we're doing, and where our equipment for our
33 software and hardware currently exists, and then third component I think we talked about, you
34 have to have somebody steer the ship too. We want to make sure that the person who is steering
35 the ship is going to fit into those categories of what Baecore would bring to our attention. And
36 like Trustee Watkins is talking about, right now we need to get a comprehensive view of what
37 our needs are before we start jumping in to continuing some things. Just because we've done it
38 before for 20-years, doesn't mean this is the best thing for us to do now. I think we are turning
39 over a new leaf and a new direction. I would like to have a more comprehensive view of what
40 our needs are, where our equipment is. We have equipment in the closet that apparently hasn't
41 been used. I'm hearing that we're 20-years in the past on technology. And I'm hearing that this
42 gentleman has been with us for 20-years, not that it's his fault by any means, but yet the same, I
43 think it's explanatory of where we need to go to develop.

44
45 I would think as Trustee Watkins has said, I would be more in favor of tabling this. But yet, I
46 think it's still important to have someone onboard, like you had said just to continue to have
47 something there, particularly with Cynthia leaving as well, and she has done a lot of backup stuff

1 too. I would be inclined to go with Trustee Watkins recommendation to make an extension for
2 what do we do, three-months, 90-days, or whatever we did just to keep it. And we can go back
3 and extend it again if we needed to until such time as we get some comprehensive view of our
4 actual computer system.

5
6 Trustee White stated just to kind of follow-up. We've got cyber liability insurance. Most
7 commercial insurance companies that provide cyber coverage will offer you free risk
8 assessments, Pen Testing, they vary. Was there any effort to reach out to our current cyber
9 carrier to find out what they offer or recommend in terms of being able to assess our cyber risk
10 profile? Village Administrator Saenz stated no.

11
12 Trustee Pennington inquired is that through IRMA? Village Administrator Saenz stated yes,
13 IRMA has the insurance. I'd just like to say, Victor, the comment that was made about the 20-
14 year-old, antiquated, that was our accounting software system. The police department has had a
15 few different software systems where they upgraded. We have MSI that was purchased in 2000.
16 They've upgraded along the way, but it is an older system and it does not really fit the needs that
17 we have today. Trustee Blackwell stated right. I picked up on that earlier.

18
19 Village Administrator Saenz stated as far as IT, I understand that cybersecurity is an important
20 factor. But again, cybersecurity is not the only thing that our IT consultant is handling for us.
21 There are issues all the time, every day, all day. We do need to actually, the Village as a whole,
22 take a look and see what it is, where we are headed, and what our needs are. But the reality is
23 right now, we have equipment. We have the employees that are working on these computers. We
24 have like 40 computers here. We have the Internet that we have issues with. We have the
25 telephone system. These are the things that he is currently doing. If that has to evolve into
26 something else, it has to evolve into something else.

27
28 Trustee Finley stated I would like to suggest also that we extend it for 90-days for another
29 reason. I would like for the successor to the Village Manager position to have a chance to weigh-
30 in on this, and to determine for that person's self through a complement of talent and the
31 resources needs to be given what the new vision is. I don't think we don't need to have nobody
32 while this is going on. But the strategy needs to benefit from that person's hand. Trustee
33 Blackwell stated that's where I am too. Trustee Watkins so maybe we can do the contract until
34 December 31st. Trustee Blackwell stated yeah, I'm with what you guys are proposing too, I
35 think.

36
37 Village President Burke stated that Cindy and I have debated this back and forth. You guys kind
38 of came to the same things that we went back and forth about. Stan provides a service that we
39 need. Like you just said, somebody's got to do it. The issue here is we don't want to do him a
40 disservice, but we don't want to do the Village a disservice either. So, until we figure this out, we
41 need to extend his contract. But what I'm hearing is that we don't know how long we want to do
42 it. Is that what I'm hearing? Is that the general consensus?

43
44 Trustee Blackwell stated I think 90-days is what I heard. Village President Burke stated that
45 Mary can come back and tell us. There are two other components. One component for sure, and
46 that is what are we going to do with a5, and the internet or website? That hasn't been discussed
47 here. Cindy and I talked about this yesterday that we are going to sit down and have a discussion

1 about what is really needed, because there's telephone, copiers, and a whole lot of little bits and
2 pieces that you got to add on from an IT standpoint. Trustee Blackwell stated he doesn't do
3 telephones. Village President Burke stated that we have a telephone system that we pay some
4 people for. Trustee Blackwell stated copy machines? Village Administrator Saenz stated it's on
5 our network for scanning and faxing. Village President Burke stated it's on our network. Trustee
6 Blackwell stated I think it's clear that we need somebody onboard to manage this.

7
8 Village President Burke stated yeah, I'm saying that. I'm agreeing with you. It's just that what
9 I'm hearing you guys say is that we don't know exactly what all the skills are, and what is going
10 to come out of this whole thing as we move forward. I heard 90-days. I heard you say that a year
11 is not quite what you want to do. Trustee Blackwell stated no. It could be 120-days for that
12 matter.

13
14 Village President Burke stated that there are two issues here. One how much more work is
15 needed? Cindy is our assistant IT person. She does day-to-day a lot of stuff when he's not here.
16 The question is, should it be more hours in this contract for the 90-days or 60-days until we
17 figure this out, or should we just keep it like it is for 60 to 90-days, or six months?

18
19 Trustee Watkins inquired is it just me or is \$50,000.00 a lot a year for seven hours per week?
20 Trustee White stated no, it not just you. Trustee Watkins stated it seems like that's a lot. I mean
21 we're paying him \$50,000.00 a year for only seven hours a week. Mr. King stated it comes out to
22 \$130.00 an hour it sounds like. Trustee Watkins stated it seems like a lot to me. But maybe it is
23 just me.

24
25 Trustee White stated I am fine with extending the contract. I am not fine with a year. But what I
26 must implore you to do is there are individuals, small businesses, other organizations that are
27 well-equipped, well-trained to deal with today's IT environment and risks. And from what I've
28 seen, I question if we have that right now. If the skills exist there, then I would want to be
29 presented with a plan that says, "Hey, this is a roadmap for where I can get the Village over the
30 next year or two." Just like Ms. Smith is going to do. That's what you should do. You are able to
31 set up a roadmap. You take inventory of what your current capabilities are, what your needs are,
32 where you are trying to go, and you should be able to spell out a roadmap based on today's
33 technologies, today's environment.

34
35 Village President Burke stated why don't we do this. Desiree, you, Howard, and I am going to
36 ask you, because of your background, IT. The three of you can meet and kind of beat this up a
37 little bit. You were in personnel. You ran personnel. Trustee Watkins stated yes. You're an IT
38 guy. And Stan ran a hospital. He knows IT stuff. So, the three of you get together. And what
39 we'll do, we'll do this for 90-days. By the time we have our next meeting, you'll probably meet
40 with Stan. At least come together yourselves and say what you think based on what you've heard
41 today, and say, here's kind of all the things that we want to have included. And then you can
42 report back to the Board at the next meeting.

43
44 Trustee Watkins stated that's fine. Village President Burke stated you three can go do that. We
45 will table it until the next meeting, and you individuals come back with a recommendation of
46 how we should go forward on this. We don't want to short change him. We don't want to lose
47 him. Trustee Watkins stated we want to be fair. Village President Burke stated the quicker we get

1 this done the better it is. Trustee Blackwell stated we need somebody onboard to do it. It makes
2 sense to do it. I think that's a good recommendation. Village President Burke stated report back
3 at the next meeting what you suggest. Do it a week before if you possibly can, so that we can get
4 it into the Board Report. Trustee Blackwell inquired is there some way they could have a
5 conversation with the consultant? Village Administrator Saenz stated I think they should. Trustee
6 Blackwell stated I think they should. Village President Burke stated that's what I'm talking
7 about. Trustee Blackwell stated maybe you will be meeting with the consultant and have a series
8 of questions and see what the plan is. If we are going to go with new systems, even though it's
9 software, it's going to affect operations. We want to know that the person we're putting in there
10 is going to be best suited to manage the various new things that are forthcoming. We're not
11 going backwards here. We're not throwing people under the bus either. But we're trying to go
12 forward in a more positive way and be cost effective at the same time. That's the way I see it.
13

14 Trustee Pennington stated more importantly, it will give you, Howard, the chance to drill down
15 on those questions that you had raised originally, and having a one-on-one conversation with the
16 consultant you can drill down on those kinds of questions.
17

18 Trustee Blackwell stated I make a Motion that we extend the contract for 90-days effective from
19 the termination of the last contract. Village President Burke stated we are going to table it to the
20 next meeting. We are going to have a subcommittee that is going to go look into this and then
21 report back. Village Administrator Saenz stated no, he doesn't have a contract. Ms. Zigras stated
22 the contract ended July 31st. Village President Burke stated that we will extend it for 90-days. Do
23 you need 30-days, or do you need 60-days? Trustee Watkins stated we will still do what we are
24 suppose to do next month, even though the contract is extended for 90-days. Trustee White
25 stated I think that's fair.

26 **Motion by Trustee Blackwell, Second by Trustee Watkins that the Contract be Extended**
27 **for 90 days for the Consultant from the Date that his Contract Expired, and that we take**
28 **the Recommendation from the President that the two Trustees and Stan with the IT**
29 **Experience Meet with the Consultant to make a Determination and ask Particular**
30 **Questions as to where we need to go, and then the Three can come back and give us a**
31 **Recommendation where we can Vote as to whether to Extend it further, or not, or how we**
32 **want to Modify it.**
33

34 Trustee Oliver inquired about his hourly fees. Trustee Blackwell stated they stay exactly the
35 same. No additional fees, no lesser fees for 90-days. Village President Burke stated that we can
36 always go back and modify it and clean it up, and add more to it, or whatever we want to do. We
37 are doing this procedural thing right now to make sure it's on the books to keep Betty happy. She
38 always worries about stuff like that, that we have done things properly from an auditor's
39 standpoint.

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

41
42 Trustee Finley stated that she wanted to say one thing to Cynthia. I want to thank you for taking
43 us inside your own real experience for what the rigor of what the work has been. I think it is one
44 thing to say, "I'm looking at it and it shouldn't be this, or others can do that." It's another thing
45 to say, "I've had my hands up in it and this is what it appears too really be". I have no doubt at
46 all that the team that has been created. will take that into account when they are looking at what

1 does it take to actually look below. We wouldn't have known that without your input. Thank
2 you.

3
4 **DEPARTMENT HEADS REPORTS:**

5
6 **Betty Zigras – Director of Finance**

7
8 **S&P Rating Review Report** – Ms. Zigras stated in your packet you have a report from Standard
9 & Poor's affirming that the Village of Olympia Fields credit rating will remain at an AA+ with a
10 stable outlook. Annually, the Finance Department sends Standard & Poor's our audited financial
11 reports. Upon their review, they can request a rating call if they see any financial impacts
12 affecting the current credit rating. This report that was sent to us was not a rating call. It was a
13 report based on economic factor changes. The letter in your packet discusses the seven factors
14 used in determining a credit score. One of them is the economic factor. One of the criteria in the
15 economic factor is Cook County's Unemployment Rate, which has increased and is over the
16 threshold what is deemed at a certain rating system. Due to the pandemic, Standard & Poor's will
17 not apply any adjustment to this factor. There is a 37-page report that I would be happy to share
18 with any Board Member on Standard & Poor's methodology and the assumptions they use for
19 local government ratings.

20
21 **Personnel Changes in the Finance Department** – Ms. Zigras stated that she would like to
22 announce that in the Finance Department we have had a few personnel changes. As you may
23 know from a recent email that I sent to the Board of Trustees on August 12th, Andrea Davis, the
24 part-time clerk for the Village resigned in order to pursue other endeavors. I'd like to thank
25 Andrea for her hard work and her dedication to the Village.

26
27 Ms. Zigras stated on July 26th we hired a Finance Assistant in the Finance Department. Her name
28 is Nicole Mason. As the Finance Assistant, she will be assisting in the utility billing, in accounts
29 payable, and the payroll department, along with other responsibilities.

30
31 Ms. Zigras stated that Myriam Taylor who is the utility billing clerk, will be transitioning to the
32 Department of Public Works facilities. She will still be the utility billing clerk. She will also take
33 on other responsibilities in other functions in the Department of Public Works.

34
35 We made some changes within the Finance Department to ensure that the staff is cross trained in
36 all departments. We are making these changes in order to provide the best possible service to the
37 residents of Olympia Fields.

38
39 **Staff Liaisons for Commissions and Committees** - Ms. Zigras stated as discussed in that email
40 that I sent to the Board on all Commissions and Committees, we've identified staff liaisons for
41 each Commission and Committee. If you can communicate that to your Chairs of your
42 Committees and Commissions, and stress the importance of having agendas and minutes, and
43 ensuring that the Chair person send those agendas in a timely manner so we are in accordance
44 and compliance with the Open Meetings Act.

45
46 The agendas are uploaded to the Village's website. This upload is outsourced to a5 which is only
47 done on Fridays. We need to have the agendas by Friday at noon. If you have a meeting on a

1 Wednesday or Thursday, you will need to have those agendas, if you want them on the website,
2 by the previous Friday. Otherwise, two days prior will only be posted on the door.

3
4 **John McDonnell – Building Commissioner**

5
6 **Update – Illinois Housing Development Authority – Strong Communities Program Grant**
7 **(Demolition of 3435 Attica/Status of 820 Exmoor)** – Mr. McDonnell stated today I’m going to
8 report on some things that in the past the Village Administrator, Cynthia Saenz has reported on.
9 The Village was given and included in on a Grant Project for two residential properties that we
10 have in the Village. One of them is 3435 Attica. The other one is 820 Exmoor Road. Since we
11 got the notice that we were going to be approved for these Grants, we’ve been putting our best
12 foot forward to get all of the requirements that are required to receive those Grant funds.

13
14 Currently, we are looking to demolish the 3435 Attica property because it is structurally unsafe.
15 In order to do that, there’s quite a process to go through to receive those Grant funds. These
16 items are required by that Grant in order to get those funds. Currently, for that property, we’ve
17 sent a letter to the State Historic Preservation Agency, which is a requirement from the Grant.
18 We have to get approval from them before we can do anything with the demolition. But while
19 we’re waiting for that approval, because that approval could take some time, sometimes 30 to
20 60-days. Depending on the COVID pandemic it may take longer. We just don’t know. While that
21 process is going on, we’re putting together the information that we need for bid packets to go
22 out. The Village will have to provide a Public Notice for this in the newspapers, and contact
23 several people that are already on record that do that type of work in order to provide us bids to
24 tear that property down. Tomorrow we have a company going out there to get samples from
25 inside and outside of the building for asbestos testing. That’s the update on that project.

26
27 Mr. McDonnell stated on the 820 Exmoor Road project, we have secured three bids to put a new
28 roof on the property. We are going through the process of that Grant paperwork so that we are
29 following the guidelines to receive the funds to do repairs to that property. We’re not doing
30 repairs so that once we’re done somebody is going to be able to move into this house. We are
31 doing repairs to the property to keep the property viable for somebody to come along and
32 purchase the property from the Land Bank and then renovate that property, and put some nice,
33 young family into that home.

34
35 Trustee Blackwell inquired we own those two properties. Mr. McDonnell stated no, we don’t
36 own them. The Land Bank owns them. We have control of them.

37
38 Village Administrator Saenz stated that the Land Bank secured the properties for us. We have
39 control. We work with them. They have the properties in their ownership.

40
41 Village President Burke inquired the money that is being spent to fix the roof and stuff, that’s
42 Grant money, and not out of our treasury. Mr. McDonnell stated that is grant money. Village
43 Administrator Saenz stated it’s Grant, but it’s a reimbursable grant. Trustee Blackwell stated it’s
44 not coming out of our budget. Mr. McDonnell stated we will spend it first, and then they will
45 reimburse us. Village Administrator Saenz stated that each Grant for each property is
46 \$45,000.00. He has quite a bit to work with.

47

1 Mr. McDonnell stated the 820 Exmoor property, the property is still pretty viable because it is an
2 all-brick home. The biggest problem with the home is the roof is almost gone. It is pretty much
3 going to eat up all of those funds just to get that roof replaced, put some gutters on the house,
4 possibly clean out the inside of the house a little bit. That is pretty much going to be about it.
5
6 Village President Burke inquired whoever owns this, it's not us. It's the Land Bank. Once we put
7 the roof on it, how are we going to dispose of it? Do we sell it and get the money for it, or does
8 the Land Bank sell it and get the money for it? How does that work?
9
10 Mr. McDonnell stated the Land Bank will market the property when we tell them to market the
11 property. Village Administrator Saenz stated that we make all final decisions. Mr. McDonnell
12 stated yes. Trustee Watkins inquired including the selling price? Village Administrator Saenz
13 stated yes. They will give us recommendations, but we have to sign-off on it.
14
15 Village President Burke inquired if we sell it to a rehab outfit. Trustee White inquired what kind
16 of rehab? Village President Burke stated whoever is going to take it from whatever state it is
17 after we put a roof on it and make it livable with John McDonnell and his guys looking at it and
18 giving it an Occupancy Permit, because they have to go through the whole process, somebody
19 has to pay for this, or are we going to give it away for free, or what?
20
21 Village Administrator Saenz stated that the Land Bank works with vendors. If we want them to
22 rehab the house, they will rehab the house. And whatever that fee is, it will be subtracted from
23 the selling price.
24
25 Village President Burke stated we have a Grant for \$45,000.00. We put it into this building. And
26 then it is going to change title from us/Land Bank to whoever is going to rehab the house.
27 There's some exchange of ownership. And correspondingly with that change of ownership, it has
28 some value. Who gets the money?
29
30 Village Administrator Saenz stated that if the ownership changes to the rehab company, that
31 would mean we would be selling it to them. Village President Burke inquired when we sell it,
32 who gets that money? Village Administrator Saenz stated whatever the Land Bank has paid out
33 aside from the Grant, they take that out and then the rest of the money comes to us. It's our
34 property. The way the Land Bank works, they would probably try to negotiate more of a fee, but
35 the net would then come to us. Village President Burke stated that's what I was trying to
36 understand.
37
38 Mr. McDonnell stated keep in mind that these properties, although some people may say they
39 have some value, in the building trades these properties have no value. The cost that it will take
40 to rehab these properties will outweigh any extraordinary type of profit that anybody could make
41 on this property. The reason for the Grant Program is to help these properties along, so that we
42 can make it attractive to a renovation contractor to actually take on the project and purchase it
43 from the Land Bank so they can make some money on the property. Mr. King stated and to put it
44 back on the real estate roll. Mr. McDonnell stated right. The object is to put the property back on
45 the real estate rolls.
46

1 Trustee Blackwell stated they have some value. You said they have no value, but they have some
2 value. They don't have the kind of value of a typical house.

3

4 Trustee Watkins inquired of Mr. McDonnell whether or not an individual can buy the house from
5 the Land Bank, or does it have to be a company that's buying it? Mr. McDonnell stated I think
6 the Land Bank has parameters put into place that before they will turn anything over to a
7 contractor, that contractor is going to have to prove that they have the funds and the capability to
8 renovate that property to get it back on the tax rolls. So, not just any person could roll in there
9 that wants to start up a construction company, or a house flipping company. They will have
10 parameters and interview their assets before they would sell it to them.

11

12 Trustee Watkins stated that her question is, if I wanted to buy the house and I have a general
13 contractor, would the Land Bank sell it to me? Mr. McDonnell stated if they believe you have
14 the assets to take care of the property, yes.

15

16 **Scott Morgan – Chief of Police**

17

18 **Departmental Update** – Chief Morgan stated just a little update on the police department. On
19 July 22nd we had another officer leave our department, Officer **Gabriel Alvarado**. He resigned
20 from us and took a job with the Orland Hills Police Department. Gabe gave 10-years. He was a
21 good police officer here for our department and I wish him luck.

22

23 Detective Mark Akiyama, on August 11th the Police Pension Board approved his disability. Mark
24 had 19-years of service that he gave to the Village before he got ill. I wish him the best.

25

26 Maybe you have noticed around town we have posted some signage saying “Lock It or Lose It.”
27 That is in relation to the car burglaries and criminal trespass to vehicles we've had. We've got
28 quite a few more signs that we have in the Detective Office. We will be putting those out.
29 Luckily, we have not had any more rash of car burglaries lately for the month of August.

30

31 **“Coffee of Champions”** - Just a reminder for Friday, August 20th, from 5:00 A.M. to noon, it
32 will be “The Cop on Top.” They did change the name. It's going to be “Coffee of Champions.”
33 That is the new title for “The Cop on Top.” That is a Special Olympics fundraiser at Dunkin
34 Donuts on Vollmer Road. Please pass the word out and stop by and get a coffee and contribute to
35 Special Olympics.

36

37 **Testing and Hiring** – Chief Morgan stated that he wanted to talk a little bit about the testing and
38 hiring process. As you all know from the last Board Meeting, we went through Cops and Fire
39 Testing. We ended up extending that application process for an additional month. The result of
40 that was we had 13 eligible applications that were received for the testing date of July 31st. On
41 that test date we had four no shows. We had nine individuals take that test. Out of the nine, three
42 failed and six passed. I will be working with Trustee Oliver later next week. We will be setting
43 up interviews for those six individuals to try to get an Eligibility List posted.

44

45 Chief Morgan stated in speaking with President Burke, I put together an application for lateral
46 police officers. Those applications are open from August 16th through September 3rd. We are
47 going to try to get our hands on some experienced police officers that are certified in the State of

1 Illinois. He stated of the six individuals that we had take that test, none are certified. In the State
2 of Illinois right now, there's a backlog on police training classes to have them be certified police
3 officers. We are on a wait list. There are six academies in the State of Illinois. We are wait listed
4 on five of those. There are new dates in 2023 that are going to open up. They will let him know
5 when so he can reserve some seats.

6

7 Trustee White inquired of Chief Morgan that because of the current environment for police
8 officers, you've got officers retiring in droves. What have you seen, if anything, that is working
9 for some municipalities in terms of attracting officers?

10

11 Chief Morgan stated that he and President Burke have talked about this. Our Village, our police
12 department is great. This is a great Village. Our police department is great. It has always been
13 great since I've worked here for 33-years. There's no reason for that to change at all. That alone,
14 I would hope would bring officers to want to work in this Village. A lot of communities are
15 offering signing bonuses. We talked about it. I don't think that's something we have to do. Our
16 start salary for the lateral entries is very competitive for what I see posted that are coming in
17 from other police departments that are doing the same thing we are. We're just hoping that we
18 are going to be more attractive for some officers to apply with us.

19

20 Trustee White stated I have an idea. I'll toss it out there and you guys can tell me I'm crazy.
21 That's fine. I think from my experience having officers that are a part of the community are a
22 huge asset. I find it interesting that we were just talking about some of these houses and what we
23 are going to do with them, different incentives that we could offer. I don't know the feasibility of
24 being able to offer some of these vacant homes that we might have some type of deal to
25 experienced perspective officers. I think in terms to get the quality that we need in this
26 environment, I think it would be even better to see instead of our police cars parked behind here,
27 they are parked in driveways in our community would be something that I think would do our
28 community a lot of justice. I don't know the feasibility of doing that. I know some municipalities
29 actually require officers to live within their borders. We're small. So, obviously there aren't a lot
30 of homes that I think a lot of officers might be able to move in. We've got these properties that
31 are in the Land Bank. I would even wonder how many of those properties that are out there that
32 have flowed through that process actually end up with the owners actually living in them. Just an
33 idea. Just a thought.

34

35 Village President Burke stated two things: One, got something called a "Union." We went
36 through a lot of discussion about pay for these transfers. We have to be very careful that the
37 people who already work here, that we're not stepping outside of what the Union pay scale is.
38 That creates a whole new set of problems if we are giving people more money to come here than
39 what the Union steps that are already in place. Giving somebody a home, or setting them up like
40 that. We would like to have people live in the Village, but it was too expensive. Property values
41 are starting to go back up, and as they go back up, houses don't stay on the market for much
42 more than a couple of weeks around here. I know over there in your neighborhood, there is not
43 one house for sale. Trying to find a house and go get somebody and get them to come to
44 Olympia Fields, that may be a problem. The Union aspect of it and how much people are paid,
45 that's another thing. Every town is having this issue. He stated Scott has something in play right
46 now. We walked through it. We made sure from Murphey's standpoint everything was fine and
47 we're not getting in trouble with it. If that does not bear fruit, then we'll go to Plan Z.

1 Trustee Watkins stated the employment issues are across the board. It's just not just with police
2 officers right now.
3

4 Village President Burke stated if we could come up with some ways to incent some people, but
5 you're dealing with the Unions. The Union, as soon as you do something that's kind of off the
6 table, then everybody else in the Union is going to say, "What about me?"
7

8 Mr. King stated I went online to get on the Village's website and look at the agenda and all that
9 kind of stuff. It has all the different websites and what not. You know how people have
10 questions. There were some questions about Olympia Fields. I got curious. I saw one that said,
11 "Is Olympia Fields safe to live in? I thought let me click this. Trustee Watkins stated I saw that
12 one. Mr. King stated that I couldn't believe it that somebody is talking about whoever made the
13 comment how the rate of crime here is higher for this small Village, than so many other Villages
14 around here. I don't quite believe that. I looked at others. I've heard some statistics about what
15 we have, and the different incidents and so on and so forth. But how that stacks up against
16 others, I don't know. I dispute what I read today. I wanted to ask anyway what you thought of
17 that. Where we stack up.
18

19 Chief Morgan stated that our crime rate is very low. If you look at stats, obviously last year we
20 had a homicide. The last time we had one was 35-years ago. When you see that crime stat, yeah,
21 we're 100%. That isn't true and factual. It's all numbers. It's all a numbers game. We are a safe
22 community. Mr. King stated I know that.
23

24 Village President Burke stated I don't know where you got that from. I was looking for
25 something today. I saw something, "Is Olympia Fields safe?" I was looking for how many
26 people live here. And in bold print, "Olympia Fields is the safest town in the southern suburbs."
27 That's what came back. I've had two people come up to me and tell me that in the last five days,
28 they walk their dogs at 9, 10, 11 o'clock at night in the dark, women, and they're completely
29 comfortable walking up and down the street in Olympia Fields. I don't know where that came
30 from. That is so far from it. We have the lowest crime rate in the southern suburbs. We have the
31 statistics to back that up.
32

33 Trustee White stated to piggyback off of that, and something that Chief Morgan stated earlier,
34 one of my residents reached out to me today. I told her I would mention it tonight. I applaud
35 what you guys are doing with the little signs. Her concern, and it is mine somewhat as well, is
36 are we advertising that there's a crime problem in Olympia Fields?
37

38 Village President Burke stated that there has been a couple of things that has happened. We put
39 those signs out, number one. We have a portable thing that says, "Speeding." We also ordered
40 two cameras to go along with it. Cameras that some people already put in. We talked to
41 Speedway and Wal-Mart to have these cameras on each corner that do facial recognition. And if
42 you come into the Village of Olympia Field today once these cameras get up, you are going to
43 get shot and we can look at your face and we will know if Howard came into this town. Trustee
44 White stated I have some of those cameras at my house, I understand. Village President Burke
45 stated no, no. You don't have this camera at your house. This camera is tied into the police
46 network all around the whole southern suburbs. All the information gets put on to the police

1 squads in their car. They'll say, "Howard just came into this town. He's driving this car." They
2 will help pinpoint where you are and the police will go and intercept him.
3

4 There are several things that we've done in the background to try to ensure that there are no
5 issues with anybody feeling that this is not a safe place. Some things we're not, advertising, but
6 those signs got put out. We had a discussion about get a shot or die. If you don't get a shot you
7 are going to die. We're not going to do that.
8

9 Chief Morgan stated those signs got put out just as a reminder to the residents. Village President
10 Burke stated that's all it was. He stated people are leaving their cars open. Chief Morgan stated
11 you can tell, tell, tell people, "Lock your cars at night." But maybe us telling them like we were,
12 and them reading the sign, maybe it will stick a little bit better.
13

14 Mr. King stated that we put two, close circuit cameras over in Wysteria. You come in; you're
15 getting shot. And as you proceed through, we have another camera. Trustee White stated just to
16 reiterate, I understand about wanting to get the message out. I just think to what you saw today
17 is, if I drive through and I see that sign, I'm wondering what's going on in this community that I
18 have to worry about locking my car. And to my neighbor's point, again I agree with her, I think
19 there might be some more effective ways of reiterating and communicating to residents about the
20 importance of locking the car.
21

22 Village President Burke inquired how many times do you think we've done that? Trustee White
23 stated we haven't done it enough.
24

25 Chief Morgan stated we do it all the time in Village Newsletters, and HOA Meetings. Mr. King
26 stated we had a lady accosted in Wysteria as she pulled into her driveway, and they jumped in
27 and beat her, hit her in the face and everything to take her car. That's one of the reasons why we
28 put up the cameras in Wysteria. I saw that sign. I said, "Oh, okay. But I didn't think like, "Oh
29 my, is the crime rate going up?" Being involved in the incident right around the street from her
30 and I, I said, "Okay, I can dig it. It makes sense." I hate the fact that we have to go through all of
31 this. An HR person told me once before it's a non-benefit. In other words, you can have benefits
32 in what turns out to be a non-benefit because people will turn it around and say, "Oh, does that
33 notice mean there's more crime here?" No. That's really not what it was intended. People are
34 going to go both ways on this stuff. They will just have to live with it.
35

36 Trustee Oliver stated let me add one more element. The average age of the Olympia Fields
37 resident is about 57. We have a very older population that lives in Olympia Fields. We get our
38 communications in such a variety of ways. Some don't look at social media, don't use a cell
39 phone. Some want to see hard copies of whatever it is. We have chosen to communicate in a
40 wide variety of ways. We have for several reasons.
41

42 You've been out walking in the neighborhoods, you know that there are some people even
43 during COVID, will open their doors and invite you in. Those older people have this mentality
44 that they're safe, you're safe, and you could rob them blind and no one would know for quite a
45 while. That's the mentality of a lot of our folks here. There's a balancing act of how much
46 information you can give without scaring the hell out of people, but at the same time, educate
47 them about the world we live in now. Especially with the numbers of people that are coming into

1 our residences. We have a balancing act. I think, as Trustees, we also have to save them. There
2 are so many trusting people here.

3
4 Village President Burke stated it's 10:10. We've had some really good discussions. I'm really
5 proud of the fact how all the interaction is going on. Everybody has some really good
6 information. We have another whole page to get through.

7
8 Trustee Finley inquired of Chief Morgan how long is the "Lock It or Lose It" Campaign
9 scheduled to run? Village President Burke stated we don't have a schedule. He didn't do it. I did.
10 I said, "Put these signs up." We just put them out and said this is what we're going to do,
11 because people had some issues. There were cars that were stolen. We have put stuff out over,
12 and over, and over, and over again about locking up your stuff. Trustee Finley stated that
13 question was asked and answered. The next question is, are we open to other messaging ideas?
14 Village President Burke stated that we are open to anything that anybody comes up with that
15 they think will make a difference. Nobody has no lock on ideas. That's why I said, "I'm very
16 pleased with the discussion that's going on." Everybody has something to say about something.
17 We listened to what everybody has to say. If you have some idea, we are willing to hear it.

18
19 **James Landini – Public Works Director**

20
21 **Update – Meter Replacement Program** - Mr. Landini stated I have three updates for you. The
22 first update is for the water meter replacement.

23
24 **Water Meter Replacement** – Mr. Landini stated the last time we spoke we had roughly around
25 300 meters to install. We are down to 175 meters out of the 1900 in the Village. Those 175
26 meters left, that is the list of people that we've already made a couple attempts to contact. We
27 have put letters now on those addresses. We started that on Monday. As of today, we've gotten
28 15 appointments set from the letter. I expect that to increase pretty quick and get those changed
29 out.

30
31 The one issue we are having with the meter replacement, we have the meters, but because of
32 shipping delays and supply chain, the radios that go on those meters to read them with the
33 handheld, those we're only getting at 27 radios at a time. Our supplier gets about 1,000 every
34 three months, but they also supply several other communities. Our allotment until we're fulfilled
35 is 27 when they come in. They don't have a specific timeframe of when we'll have all of those.
36 They are hoping by January. That is out of our hands. We continually check on them. If there is
37 any excess, our representative tries bringing them over as quickly as possible. That is the update
38 on the water meters.

39
40 **Update – Graymoor Force Main Project** – Mr. Landini stated moving to the Graymoor Force
41 Main. We sent out a communication last week about a delay in the construction of the Graymoor
42 Force Main. As a reminder, the main is about 70% complete with construction of the cured in
43 place pipe. The delay was caused by some rough sections of the pipe where they needed a bit of
44 different material than was ordered. They have ordered that. I just checked with them today.
45 They are still on schedule to go back out there Monday the 23rd. The expected completion is the
46 week after Labor Day. That is completion of everything. That's the main and service, restoration
47 at the sites. That project will be completely wrapped up the week after Labor Day. That is a very

1 good project for the Village. I think we should all be proud that we did that. It will be a really
2 good thing for us.

3
4 Trustee Pennington stated Graymoor thanks you too. Mr. Landini stated I'm sure you do.

5
6 **Update – Road Resurfacing Program** – Mr. Landini stated that my third update is a more
7 exciting update, the Road Program. We are ready to advertise for bid on that. We are expecting
8 to advertise August 26th with an expected bid opening date of September 8th. I will bring those
9 bids to the Board Meeting for recommendation of a contractor. We're looking at about 1.5 miles
10 of road to be resurfaced, and over three miles of drainage and stormwater swale to be addressed
11 in town. That's a big chunk of the drainage system that will be corrected. This is addressing the
12 worst areas in town first. We are going to continue year after year with this. That is an exciting
13 project and a big improvement to both the roads and the drainage system.

14
15 Trustee Watkins stated I was in Frankfort over the wintertime. I'm not an expert in road
16 resurfacing or anything like that. I noticed that the snow was melted on this one road, and
17 everything else was still powdered. Is there some type of material that you use?

18
19 Mr. Landini stated no. Usually, when something like that happens, that would probably be a road
20 that has a lot of exposure to sunlight during the day. Any roads that are adjacent to a forest or a
21 tree line that has the shade over it, that road temperature is going to stay significantly colder than
22 one that gets sunlight during the day.

23
24 Trustee Watkins stated so it has nothing to do with the material. Mr. Landini stated no. You'll
25 just see that with a warmer surface temp it will melt much faster than anything that is in a shaded
26 area. Trustee Watkins stated that it was really weird. I didn't see any trees around. I thought it
27 was the material. Mr. Landini stated no.

28
29 Trustee White inquired of Mr. Landini what time do your guys start in the morning? Mr. Landini
30 stated 8 A.M. Trustee White stated the same neighbor that complained about your signs, told me
31 to tell you and your guys thank you from the pain in the ass on Hellenic who was complaining
32 about the weeds in the sidewalk. She said, "Thank you guys for taking care of that."

33
34 Mr. Landini stated she is not a pain. Not at all. Those are things that we welcome. I tell
35 everybody this, the more eyes from the residents and anybody who comes in, they're going to
36 see things that we will not see. When it's brought to our attention, it's our job to respond. I
37 actually do appreciate it. I know exactly who you are talking about, and she is a very nice lady.
38 She just cares about the community. Trustee White stated oh yes, she does. She definitely does.

39
40 **TRUSTEE LIAISON REPORTS:**

41
42 **Planning & Zoning Commission/Human Resources – Trustee Blackwell –**

43
44 **Planning & Zoning** – Trustee Blackwell stated as mentioned in our meeting in June, the
45 RoseHeart Recovery lawsuit was filed against the Village for the Board of Trustees denial of
46 their Petition. Our attorney, John Murphey, is working with the President and the Trustees to

1 monitor the status of the lawsuit, as we have an attorney who is representing us in this matter
2 other than Mr. Murphey.

3
4 **Public Works/Beautification Committee – Trustee Finley –**

5
6 **Public Works** - Trustee Finley stated Public Works, there should be signs that say, “Sewage,
7 Water, and Roads,” because that is the full area of focus and concentration in the Department of
8 Public Works. The good news about it is in addition to the things that Jim has talked about, about
9 the business of improvement or maintenance, I sat with him over in the trailer. He listened to me
10 talk. He has a vision for not only maintaining, but taking Olympia Fields to the next level in a
11 kind of anticipatory way of understanding what our future needs are going to be, and making
12 decisions today to position us so that we are poised in position to be able to make a smooth
13 transition when an expansion increase is required. I made the note, “Sewage, Water, and Roads.”
14 I think we’ll have T-shirts or something.

15
16 Trustee Finley stated that we want everybody to think about again, the idea that Public Works is
17 a circulatory system inside the body of the Village of Olympia Fields. Most people don’t see it,
18 feel it, unless something is leaking or whatever. The important thing is without it working at
19 optimum capacity you don’t have the strength of our future. I want to thank you and your team
20 for that. Keep the T-shirts in mind.

21
22 **Beautification Committee** – Trustee Finley stated that the Beautification Committee has
23 announced the 2021 awards. In first place is the Taylor Family at 2717 Country Club Drive. If
24 you have not had a chance to go by that place, you’ve got to go see it. It is crazy wonderful. The
25 cobblestones that are actually lining the swales that move the water, it is a work of art. The
26 owner is really excited about it. I happened to be over there taking pictures and looking at the
27 time he rolled up in his truck. He wanted to know who the lady was taking pictures of his house.
28 I had good things to say about that. The important thing is, you see these addresses, you need to
29 go around and take a look at the homes that have been selected amongst all the entrants.

30
31 Trustee Finley stated that Second Place is the Walker Family at 16 Graymoor Lane. Yeah,
32 Graymoor. Third Place is the Linkous Family at 5 Strauss Lane in Vienna Woods. The important
33 thing to note that I noticed, this is my first time going on the tour to hear the decisions that are
34 made, is that Olympia Fields gardens are outstanding. That by itself is what we could be known
35 for if people could know to look and go. The gardens are amazing. More important than the
36 gardens being amazing are the gardeners, the people who actually take the time to go out into the
37 spaces around their homes, dig, pull, plant, and nurture just for the love of it. That’s the kind of
38 energy that is going on around here. I appreciate them because I simply have one hibiscus in a
39 pot. That’s it.

40
41 Trustee Finley stated the standards for the decision making I also learned by watching the
42 Beautification Committee is front curb appeal. The whole idea is who is doing what to help bring
43 forth the beauty of Olympia Fields. That’s how the decision is made. That’s important, because
44 when people invited us to go see their backyards which are also stunning, we could not do that
45 because we have our limits. She stated that 76 entrants got certificates, and 36 of those received
46 signs on their front lawns for final judging. The footprint of this effort is growing over the years.

47

1 The Beautification Grant Awards have been approved, or are currently being reviewed for
2 Graymoor, The Greens, The Lakes of Olympia Fields, Wysteria, Arcadia, Vienna Woods,
3 Maynegaite, and Olympia Fields East. Those are the neighborhoods that have asked to be
4 considered for the various Grants that the Beautification Committee oversees.

5
6 The HOA Presidents will be notified in early September about the 50/50 Tree Program for
7 residents of the HOA Associations. This is first come, first serve opportunity for one to two trees
8 per request. The 50/50 Program is if you want a tree, the Village will pay 50%, and you pay the
9 other 50%. It cuts the cost in half. The importance of the trees continually being restored is
10 depending upon where you live, like where I live, you will see some trees in trouble from various
11 diseases, borer worms and all that kind of thing. It is important to keep restoring them as
12 individuals and as a community strategy. Your arborist will know about that.

13
14 The Morton Arboretum is donating a tree to the Village in September as a part of the Chicago
15 Regional Trees Initiative. We have partners near and far invested in the idea of our vision for
16 how the Village looks, and lives, and breathes, and I guess flowers.

17
18 Trustee Watkins inquired of Trustee Finley whether or not she knows what trees are being
19 offered in the 50/50 Program this year? Trustee Finley stated that I was told but I don't
20 remember. Trustee Watkins asked Trustee Finley if she could send her an email on that. Trustee
21 Finley stated for sure. I do know there is a focus on varying the variety so that not all the trees
22 are the same because of the vulnerability of any one thing attacking a particular variety and
23 wiping out all of them. Trustee Watkins stated absolutely.

24
25 **Public Safety/Police Pension – Trustee Oliver** – Trustee Oliver's report was inadvertently
26 skipped over.

27
28 **Finance/Building Department – Trustee Pennington** –

29
30 **Fiscal 2021 Preliminary Year End Financial Report** - Trustee Pennington stated I have new
31 contact lenses called "Sclera Lenses." They fit the entire eye, not just the cornea. The pair that I
32 have on currently are not my final pair. They're like a trial pair. When I did my report, I can't
33 read it. I just want to highlight a few things. One is the year end at April 30th. I just wanted to
34 highlight in the General Fund, that our overall impact to the budget in terms of reserves was
35 \$914,733.00. That's huge. It's a \$914,733.00 surplus in the General Fund. In the Water Fund we
36 have positive activity. It was favorable to budget by \$58,889.00. That's 2% above plan. Our
37 expenses unfortunately, were below budget for that period. Our overall impact to the budget was
38 a positive \$149,662.00 in the Water Fund at year end. He stated with respect to the Sewer Fund,
39 Sewer Fund activity at year end was also positive. You can read the report.

40
41 **June 2021 Financial Statements** – Trustee Pennington stated with respect to June 30th, our
42 General Fund activity was still robust. The General Fund revenues for this period exceeded
43 projections by \$46,310.00, over 5% favorable to projections. Our General Fund expenses were
44 also favorable to budget by \$132,409.00, or 17% above budget. The bottom line is we're doing
45 good. The bottom line is the Village of Olympia Fields is the strongest Village financially in the
46 southern suburbs. No one can touch us.

47

1 **Park District/Library Board – Trustee Watkins –**

2

3 **Library Board** – Trustee Watkins stated that on Wednesday, June 23rd, 2021, the Olympia
4 Fields Public Library Board met at the Village Hall to honor Diane Pierson for her years of
5 service as President of the library. There was an intimate ceremony ran by the Library Board
6 President, Howard Robinson. The Proclamation was read and presented by me. I want to thank
7 Diane Pierson for her commitment and service to the Village of Olympia Fields.

8

9 Trustee Watkins stated that Gabrielle Martin, the daughter of Tuskegee Airman, Robert L.
10 Martin, who we renamed the Olympia Fields U.S. Post Office after will be making a donation of
11 her father’s personal books to the library. She remains very active in Olympia Fields and the
12 surrounding area, and is committed to keeping her father’s legacy alive.

13

14 Village President Burke stated that we have a picture of him in my office. We should put that
15 picture up in here. He lived here. They named the post office after him. We should be able to put
16 him on one of these walls.

17

18 Trustee Watkins stated that would be nice. Maybe invite his daughter for that presentation. That
19 would be nice. Village President Burke stated that’s a good idea.

20

21 Trustee Watkins stated that the library is currently open with regular hours between 10:00 A.M.
22 and 7:00 P.M. Monday through Thursday. 10 A.M. to 5:00 P.M. on Friday and Saturday.

23

24 Trustee Watkins stated just a few updates I wanted to touch on for September. The library is
25 committed to bringing the community together for reading one book at a time. September’s book
26 pick is “The Personal Librarian,” by Marie Benedict. It’s a GMA Book Club pick. Registration
27 for the Book Club begins at 9:00 A.M. on August 30th. Keep in mind, that this is a no pressure
28 community read. Simply pick up your free copy at the library and read at your leisure.

29

30 On Friday, September 3rd at 11:00 A.M. the library will have a Back-to-School Giveaway for the
31 first 20 kids, ages 12 and under to arrive at the library. For more information on that please
32 contact Miss Nicki at: 708-748-3731, Extension 31.

33

34 On September 7th and the 21st, the library You Tube Channel which is PFPL You Tube Channel
35 will have a virtual tasting on Tuesdays with Chef Michael Niksic. For more information on any
36 of the events just go to the website: www.PFPL.org.

37

38 The next Library Board Meeting will be in person, held at the library on Thursday, August 19th,
39 2021, at 7:30 P.M. There will not be an Olympia Fields Library Board Meeting this month.

40

41 **Park District** – Trustee Watkins stated the Park District will be kicking off their Movies in the
42 Park series beginning this Friday, August 20th, from 7:30 P.M. to 9:00 P.M. with Disney’s
43 Zootopia.

44

45 On Friday, August 27th, the Park District will also present Disney’s Moana from 7:30 P.M. to
46 9:00 P.M. Hopefully, we can get our residents to come out to that.

47

1 On Monday, August 30th, the Park District Green Committee will be meeting with the Olympia
2 Fields Beautification Committee at 3:30 P.M. This meeting is open to the public and anyone can
3 attend.

4
5 The Park District will be having a Garage Sale in the Park on Saturday, September 18th, from
6 8:00 A.M. to 1:00 P.M. Participation is free. If you want to sell any items, the fee is \$10.00 for
7 residents and \$14.00 for non-residents. The fee is \$20.00 for vendors.

8
9 Trustee Finley stated I have a response to your question about the kinds of trees. The meeting
10 that I was in was brainstorming about the possibility of trees. Daryl, our Arborist, is going to be
11 making recommendations on what kinds of trees that he thinks are going to be appropriate
12 additions to what we currently have.

13
14 Trustee Finley inquired did you notice about the Concert Series that's going on in Sergeant
15 Means Park that's being hosted by the Emmaus Church? Trustee Watkins stated no, I didn't
16 notice that. Trustee Finley stated it's on Wednesday evenings and it's amazing. We would have
17 gone this evening except we had this meeting. I'm not sure when it ends. All you have to do is
18 bring a chair and sit down, and you will hear first class amazing music. All sorts of music. Jazz,
19 Popular, Classical Violin, and guitar.

20
21 Trustee Watkins stated that corresponded with the event at the Country Club. I was going to the
22 Jazz Series at the Olympia Fields Country Club on Wednesdays. Trustee Finley inquired is it
23 free? Trustee Watkins stated no. It was \$35.00 per concert. Trustee Finley stated the good news
24 about the Emmaus at Sergeant Means, it's free. You just bring your chair. Trustee Watkins stated
25 I will find out when it ends from Jesus. That's good information.

26
27 Trustee Pennington stated Graymoor had its first Movie in the Park two weeks ago. There were
28 83 people that showed up. Trustee Finley stated that Jurassic Park was the movie. Trustee
29 Pennington stated that we have that little park. It's right next door to 84 Graymoor. We had
30 popcorn, pop.

31
32 Trustee Watkins stated I love that concept. The Trails does that every year. The Trails has their
33 movie night in a couple of weeks.

34
35 **Educational Commission/Community Relations Commission – Trustee White –**

36
37 **Educational Commission** – Trustee White stated I want to thank Trustee Finley and Trustee
38 Oliver for making a connection with Michael Archbold who is a teacher, mentor, coach at Rich
39 Township High School. There was an instant connection. He's working through a National
40 Organization called "IncubatorEdu." They develop a curriculum for high school students to
41 develop necessary skills to make better than a yeoman's shot at becoming entrepreneurs. Each
42 class session he tries to bring in someone with the skillset relevant. It could be financial. I'm
43 going to be going in presenting to the kids and talking about web development, and digital
44 marketing, and help him with some of his community outreach efforts. He's getting the support
45 of the district with regards to holding a class during school. If any of you know of current
46 executives, former executives, that will be willing to help mentor some of our kids right over
47 here in Rich Central. I know we've talked a lot about how we wish the school was here. This is

1 our opportunity to help get it there. If you are willing to volunteer, you can come in and just do it
2 for one class. He is always looking for mentors. The coaches will have a bit of a longer-term
3 relationship working with the kids throughout the semester. Mentors, the idea is you just come in
4 for a class or two. Whatever you are willing to volunteer to talk about a specific subject matter. If
5 you are interested, or know anyone else that might be interested, please do reach out to me so I
6 can connect you to Mr. Archbold.

7
8 I am trying to get him setup to present to the Educational Commission soon. I have shared with
9 them his program.

10
11 On a second note, related to the Educational Commission, I'm in the process now of actually
12 trying to continue that process that I mentioned before about the robot competition and teams.
13 Interestingly enough, my son goes to Emmaus on Wednesdays. I know about the Jazz Show.
14 They have a Book Club that my son goes to. When I first took him, one of the Reverend's gave
15 me a tour. I didn't realize that they had just moved into that church not too long ago. I had no
16 idea that building is as huge as it is. Related to the robot competition and the teams and so forth,
17 one of my biggest concerns about trying to get that program going, is that the kids would need
18 space. When I talked to the Reverend he said, "Man, we've got more than enough space." So,
19 there's a good possibility that once I get the stuff setup on my end, that we will actually be able
20 to partner with Emmaus in terms of having a centralized location for our Olympia Fields Robot
21 Builders of the Future.

22
23 Trustee Watkins stated we can also consider the Park District too. Trustee White stated I want to
24 talk to you about that. The main issue with this is, it's like a boxing ring except it's a flat ring for
25 the robots to stay in. It's not like something that we can tear down. It has to kind of be in the
26 same place for a while. That's been one of the major concerns.

27
28 **Community Relations Commission** – Trustee White stated with regards to Community
29 Relations, we are desperately in need of go getters. If you all know of anyone that is willing to
30 ideate and activate with regards to community engagement, please have them reach out to myself
31 or Mr. Carl Hill. We are desperately in need of bodies. There are some things I was hoping to get
32 done, maybe still get done before this year. Definitely, we are going to roll big time for next
33 year. I'm hoping there is at least one event that we can try to pull off before the weather changes.
34 I need active bodies.

35
36 Trustee Pennington stated one thing this Village did back in the day to generate interest amongst
37 the residents to join Commissions and/or Committees, was to put any opening on Channel 4.

38
39 Village President Burke stated we are shutting that down. You are right, back then. We have
40 looked at this and said, "How many people have Comcast, and how many people look at Channel
41 4? We are trying to find some alternative things that we can do. That's a good idea to try and
42 advertise some of these things. Trustee Pennington stated that it goes back to the age thing.

43
44 Trustee Watkins stated last month we talked about having the HOA Presidents on the CRC. Did
45 we reach out to the HOA Presidents? You are talking about bodies. You need people that are
46 active. A lot of the Presidents are active because that's why they are the Presidents of the HOA.

47

1 Trustee White stated I got a list of names and email addresses from the website. That is definitely
2 something I intend to do. Something that I wanted to do with this first event was to partner with
3 the HOA Presidents, because I think there's a need and opportunity to try to get the community
4 together, especially I hate to say coming out of COVID considering what's happening right now.
5 I just know that people are tired of being locked up in the house. Folks have been doing things
6 throughout the summer. From the CRC's perspective there is still something I would like to try
7 to get done this year, if possible. Like I said, I definitely have some plans for next year. But to
8 answer your question, yes, yes, yes.

9
10 **MISCELLANEOUS REPORTS:**

11
12 Trustee Watkins stated my husband Dr. Watkins, was approached by a few people to open up an
13 Optical Shop in Olympia Fields. We are being entertained to open up a shop here in Olympia
14 Fields.

15
16 Village President Burke stated good. I'm glad you told us that. Trustee Blackwell inquired in the
17 Medical District? Trustee Watkins stated yes. Village President Burke inquired is that for
18 glasses, or is that for getting your eyes checked? Trustee Watkins stated both. My husband is a
19 Medical Doctor, he's a surgeon. He's an Ophthalmologist. Village President Burke stated that's
20 wonderful.

21
22 **PUBLIC COMMENTS:**

23
24 Village President Burke stated Public Comments, we had none.

25
26 **RESIGNATIONS AND APPOINTMENTS:**

27
28 **Resignation – Robert Dawson from the Public Safety Committee –**

29
30 **Resignation – Geraldine Tyler from the Public Safety Committee –**

31
32 Village President Burke stated that Robert Dawson has resigned from the Public Safety
33 Committee and so has Geraldine Tyler. She has moved to Florida.

34 **Motion by Trustee Watkins, Second by Trustee Blackwell to Approve the Resignation of**
35 **Robert Dawson and Geraldine Tyler from the Public Safety Committee, and Authorize a**
36 **Letter to be Sent on Behalf of the Village Board of Trustees.**

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

38
39 **ADJOURNMENT:**

40
41 **Motion by Trustee Watkins, Second by Trustee Pennington to Adjourn the Board Meeting**
42 **at 10:50 P.M.**

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

44
45 Respectfully submitted by Faith Stine.

46
47