

**NOTICE - VILLAGE OF TINLEY PARK**  
**MEETING OF THE COMMITTEE OF THE WHOLE**

**NOTICE IS HEREBY GIVEN** that a special Committee of the Whole Meeting of the Village of Tinley Park, Cook and Will Counties, Illinois will be held on Tuesday, March 15, 2022, beginning at 5:00 p.m. in Council Chambers, located in the Tinley Park Village Hall, 16250 South Oak Park Avenue, Tinley Park, Illinois 60477.

THE AGENDA IS AS FOLLOWS:

1. CALL MEETING TO ORDER.
2. ROLL CALL
3. CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON MARCH 1, 2022.
4. CONSIDER MILITARY STATIC DISPLAYS ON VETERANS PARKWAY.
5. CONSIDER CANNABIS USE REGULATION REVISIONS.
6. CONSIDER SURPLUS FLEET VEHICLE AND EQUIPMENT LIST.
7. CONSIDER AWARDING A CONTRACT FOR LAWN MAINTENANCE TO CITY ESCAPE GARDEN AND DESIGN, LLC.
8. CONSIDER AWARDING A CONTRACT FOR LAWN TREATMENTS TO TRUGREEN.
9. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

NANCY M. O'CONNOR, VILLAGE CLERK

**ROLL**

**CALL**

**MINUTES**  
**Meeting of the Committee of the Whole**  
**March 1, 2022 – 6:00 p.m.**  
**Village Hall - Council Chambers**  
**16250 S Oak Park Ave.**  
**Tinley Park, IL 60477**

**Item #1** – At 6:00 p.m. the special/regular meeting of the Committee of the Whole was called to order.

**Item #2** - Clerk O'Connor called the roll. Present and responding to roll call were the following:

Members Present:      W. Brennan, President Pro Tem  
                                 N. O'Connor, Village Clerk  
                                 W. Brady, Village Trustee  
                                 D. Galante, Village Trustee (arrived at 6:04 p.m.)  
                                 D. Mahoney, Village Trustee  
                                 M. Mueller, Village Trustee  
                                 C. Sullivan, Village Trustee  
                                 M. Glotz, Village President

Members Absent:      None

Staff Present:          P. Carr, Village Manager  
                                 S. Klotz, Fire Chief Administrator  
                                 M. Walsh, Police Chief  
                                 J. Urbanski, Public Works Director  
                                 A. Ardolino, IT Manager  
                                 P. O'Grady, Village Attorney

Others Present:

**Item #3 - CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD FEBRUARY 15, 2022** – Motion was made by Trustee Mueller, seconded by Trustee Mahoney, to approve the minutes of the Committee of the Whole meeting held on February 15, 2022. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Brennan declared the motion carried.

**Item #4 – CONSIDER AMENDING TITLE XIII, CHAPTER 132 OF THE MUNICIPAL CODE – VIDEO GAMING** – President Glotz presented a new Ordinance to reflect a pro-rated fee for gaming establishments and terminal operators that apply or renew between October 1<sup>st</sup> and December 31<sup>st</sup>. The pro-rated fee would be as follows:

- January 1 – September 30 – Full annual fee
- October 1 – December 31 – 50% of annual fee

President Pro Tem Brennan asked if members of the Committee had any questions. There were none. Motion was made by Trustee Sullivan, seconded by Trustee Mueller to recommend an amending Title XIII, Chapter 132 of the Municipal Code – Video Gaming be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Brennan declared the motion carried.

**Item #5 – CONSIDER FIRE DEPARTMENT CHAPLAIN PROGRAM** – Stephen Klotz, Fire Chief Administrator, presented the Fire Department Chaplain request. Over the years fire service has experienced an increase in mental health issues, emotional stress, and suicides. Many of these issues stem from the types of incidents experienced by firefighters on the calls they respond to every day. The Fire Department prepares the firefighters for combat with daily training, personnel protective gear, and all the tools needed for the incidents they respond to. Currently, a mental health tool is not provided. Having a department Chaplain on staff would provide someone to talk to after a stressful incident or loss of life.

The goal is to onboard one Chaplain with the expansion of the program to include additional Chaplains from the area. Area pastors have expressed interest in the program and would be honored in meeting this challenge. The Chaplain program would be managed through the Fire Department Administration and a formal General Order for Fire Department Chaplain.

Trustee Brady recommended reaching out to St. George Church.

Pat Carr, Village Manager, stated the assistance local Ministry provided at the Tinley Park Convention Center Vaccination site was helpful.

Trustee Galante asked if this could overlap with the Police Department. Matt, Walsh, Police Chief, stated there is an Ordinance in place for a Police Department Chaplain. Replacement of the retired Chaplain is in process.

Motion was made by Trustee Brennan, seconded by Trustee Brady to recommend the Fire Department Chaplain Program be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #6 – CONSIDER A CONTRACT FOR OFFICE 365 MICROSOFT LICENSES WITH HEARTLAND BUSINESS SYSTEMS** – Anthony Ardolino, IT Manager, presented the contract. The Village of Tinley Park currently utilizes Microsoft Office via a three (3) year enterprise agreement which is scheduled to end in March of 2022.

Microsoft Office 365 offers several enhancements and functionality which were not available under the Village's previous license agreement. Office 365 will allow the Village to migrate several existing applications to the Microsoft cloud including email, SharePoint, and file shares. In addition to enhanced functionality, Office 365 will provide new applications to assist in collaborations and upgraded security.

There are two tiers of Office 365 users, application and web-only. Application users will have access to all office applications including Outlook, Word, Excel, etc., whereas the web-only users will use a web browser to access their email and office products. As the Village migrates more items to the Microsoft Cloud the percentage of web-only users will increase.

In order to receive the lowest pricing (3) three vendors were sent specifications regarding the details of the Office 365 licensing setup for the Village for annual pricing. The lowest Office 365 subscription was provided by Heartland Business Systems with an annual cost of \$85,119.60.

A pricing request was also sent to Dell technologies in order to receive the cost if purchased with the State of Illinois Master Contract. This requires a three (3) year contract commitment with an annual cost of \$78,141. However, it prohibits the Village from converting users between the application and web-only

tiers, which is the IT Department’s intent as it migrates a large portion of the systems to the Microsoft cloud.

President Pro Tem Brennan asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Mahoney to recommend a contract for Office 365 Microsoft licenses with Heartland Business Systems be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #7 – A CONTRACT WITH BENCHMARK CONSTRUCTION FOR THE MCCARTHY PARK SANITARY SEWER LINING** – John Urbanski, Public Works Director, presented the project which consists of cured-in-place pipe (CIPP) lining of approximately 2,300 linear feet of 18” sanitary sewer.

This large diameter sanitary sewer is located throughout McCarthy Park (16801 80th Avenue) and following the creek line on the southern border of McCarthy Park. The sewer carries wastewater just south of 167th Street to Post 5 (171st & 80th Avenue) sanitary sewer lift station. Lining the pipe and manholes will prevent inflow and infiltration of any groundwater into the sanitary sewer system. The following bids were received at the bid opening held on February 22, 2022, with the Deputy Clerk, Water Superintendent, and Consulting Engineer.

Contractor	Bid
Benchmark Construction	\$598,000
Insituform Technologies	\$668,826
Engineer’s Estimate	\$393,860

Funding in the amount of \$424,000 is available in the approved FY2022 Operating and Maintenance Budget. Since this project will not be completed before May 1<sup>st</sup>, the remaining funding will be available in the FY2023 Operating and Maintenance Budget.

President Pro Tem Brennan asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Sullivan to recommend a contract with Benchmark Construction for the McCarthy park sanitary sewer lining be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #8 – RECEIVE COMMENTS FROM THE PUBLIC** –

President Pro Tem Brennan asked if there were any comments from the public. There were none.

Motion was made by Trustee Sullivan, seconded by Trustee Mahoney, to adjourn the Committee of the Whole. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried and adjourned the meeting at 6:15 p.m.

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# Interoffice Memo

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**Date:** March 10, 2022

**To:** Committee of the Whole

**From:** Pat Carr, Village Manager *PC*

**CC:** Hannah Lipman, Asst. Village Manager

**Subject:** Veterans Commission Military Static Display

The Tinley Park Veterans Commission is requesting Village Manager approval to acquire decommissioned military equipment through the U.S. Army TACOM. The decommissioned military equipment will be placed on public owned property for display. The designated area for display is veterans parkway.

The Village Manager is requesting board approval to allow the Manager to execute the request for decommissioned military equipment for the purposes of display to honor veterans and current service members. There is no cost to acquire this equipment but will require some maintenance and transportation costs that have been previously budgeted.



# Interoffice Memo

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**Date:** March 15, 2022

**To:** Committee of the Whole (Board of Trustees)  
Pat Carr, Village Manager

**From:** Daniel Ritter, AICP  
Planning Manager

**Subject:** Village Code of Ordinances - Cannabis Use Regulation Revisions

## Background and Discussion

The Illinois Cannabis Regulations and Tax Act was signed by Governor Pritzker on June 25, 2019, and went into effect on January 1, 2020. This law lifted prohibitions and set regulations for allowing the growth, use, sale, and possession of adult-use recreational cannabis products in Illinois. Some powers were reserved for local communities to decide if they would permit certain cannabis uses (growing, infusion, dispensaries, etc.) and where to best locate the uses. However, other portions of the Act including allowing for the recreational use and possession of cannabis by adults, were permitted across the state and preempted existing local laws or regulations.

The Village of Tinley Park adopted zoning and licensing regulations on August 4, 2020. Currently, there is an application for a dispensary that will be proceeding to the Plan Commission for review of the Special Use within the next month. As part of that review for a new dispensary, staff has identified some outdated regulations related to cannabis in the Village Code of Ordinances (most regulations passed in 1978-80). These regulations include prohibiting the use and position of both cannabis and related paraphernalia. While State law now supersedes these regulations, it is prudent to modernize the Village Code to avoid any future confusion or misunderstandings. Staff plans to review the regulations in Sections 132.5 (Cannabis) and 132.6 (Drug Paraphernalia) to ensure they do not conflict with the current state law and create some flexibility when state or federal laws change in the future.

## Action

No action is required at this time. Absent any concerns, Staff will draft an Ordinance for the required changes that is tentatively scheduled for first reading at the April 19, 2022, Village Board meeting.



# Interoffice Memo

**Date:** March 10, 2022

**To:** Pat Carr, Village Manager  
Hannah Lipman, Assistant Village Manager

**From:** Terry Lusby, Jr., Facilities & Fleet Superintendent

**Subject:** Approve Public Works Fleet Vehicle/Equipment List For Disposal

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Presented at the Committee of the Whole and Village Board meetings for consideration and possible action:

Description: Approve the Public Works Fleet Vehicle/Equipment List For Disposal which includes various items valued over \$1,000.

Background: When the Village replaces vehicles or equipment, staff establishes outdated and unused vehicles or equipment as surplus to be sold or disposed of. Staff is requesting authorization to declare the following Village owned vehicles/equipment as surplus:

**Vehicles/Equipment**

2008 Ford Crown Vic	1991 Chevrolet 1 Ton Step Van
2011 Ford Crown Vic (Qty. 6)	2001 Chevrolet Tahoe
2011 Ford F350 Pickup 4X4	2003 Chevrolet Tahoe
2012 Ford Taurus	2009 Chevrolet Tahoe
2014 Ford Explorer	1986 Chevrolet Suburban
2015 Ford Explorer	2007 Chevrolet Suburban

The Village uses multiple methods to achieve the highest amount of compensation for its surplus vehicles or equipment. Most items will be sold through Public Auctions or through salvage and recycling companies.

**Staff Direction Request:**

1. Approve the Public Works Fleet Vehicle/Equipment List For Disposal.
2. Direct staff as necessary.

**Attachment:**

1. Surplus List breakdown.



## Surplus List (additions)

Vehicle Number	Year	Manufacturer	Vehicle / Equipment Description	VIN #
29	2011	Ford	F350 Pickup 4 X 4	1FT8W3B61BED08157
8R	2011	Ford	Crown Vic	2FABP7BV3BX166755
CSO2	2011	Ford	Crown Vic	2FABP7BV7BX166760
670	2001	Chevy	Tahoe -	1GNEK13T41J267298
680	2003	Chevrolet	Tahoe -	1GNEK13Z93J296058
675	2007	Chevrolet	Suburban-Fire Prevention	3GNFK16317G210907
671	2009	Chevrolet	Tahoe-	1GNFK13099R254571
674	1986	Chevy	Suburban	1G8GK26M2GF140177
673	1991	Chevy	1 Ton Step Van	1GCKP32K7M3305326
1R	2008	Ford	Crown Vic	2FAFP71V28X180593
2R	2011	Ford	Crown Vic	2FABP7BV5BX166756
3R	2011	Ford	Crown Vic	2FABP7BV0BX166759
4R	2011	Ford	Crown Vic	2FABP7BV7BX166757
11R	2011	Ford	Crown Vic	2FABP7BV9BX166758
9D	2012	Ford	Taurus	1FAHP2DW1CG111327
2B	2014	Ford	Explorer	1FM5K8AR2EGA33409
15A	2015	Ford	Explorer	1FM5K8AR0FGA35208

Enterprise



# Interoffice Memo

**Date:** February 15, 2022  
**To:** John Urbanski, Public Works Director  
**From:** Kelly Mulqueeny, Street Superintendent  
**Subject:** Landscape Maintenance Mowing – 2022 Service Contract Award (Year 1 of 3)

Presented for at the Committee of the Whole and Village Board meetings for consideration and possible action.

Scope of Work:

The service contract is for the mowing services by a qualified contractor for 234 acres of lawn throughout Tinley Park.

Description:

Public Works is recommending that we award a contract for mowing service for our 234 acres of turf in various locations in Tinley Park. The contract has the option of two (2) – one (1) year renewals. This would be the first year out of the possible three (3) year contract.

Background: This bid was advertised on January 9, 2022 in accordance with state bidding laws; two (2) sealed bids were received by the deadline on January 31, 2022, at noon, and recorded by the Village Clerk's office.

<u>Contractor:</u>	<u>Location:</u>	<u>Bid Amount:</u>
<b>City Escape Garden and Design, LLC</b> Ridge Landscape Services, LLC	<b>Chicago, IL</b> Frankfort, IL	<b>\$252,189.02</b> \$308,990.72

Budget / Finance: Funding is budgeted in the FY23 Budget.

Budget Available	\$260,000.00
Year 1 of 3 contract	<u>\$252,189.02</u>
Difference	\$7,810.98

Staff Direction Request:

1. Approve the service contract for the FY2023 Contract with City Escape Garden and Design, LLC of Chicago, IL in the amount of \$252,189.02.
2. Direct Staff as necessary.



# Interoffice Memo

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**Date:** March 2, 2022  
**To:** John Urbanski, Public Works Director  
**From:** Kelly Mulqueeny, Street Superintendent  
**Subject:** Lawn Treatments - 2022 Service Contract Renewal (Year 2 of 3)

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Presented at the Committee of the Whole and Village Board Meetings for consideration and possible action.

Description/Scope of Work: This service contract is a renewal for a qualified contractor to provide lawn treatments to the Villages 234 acres of lawn areas throughout Tinley Park. The scope varies by location.

Description: Public Works is recommending that we approve the renewal contract for lawn treatments at various locations in Tinley Park. The contract has the option of two (2) – one (1) year renewals. This would be the first (1<sup>st</sup>) renewal out of a possible three (3) year contract.

Budget / Finance: Funding in the amount of \$45,000 is requested in the FY23 Budget; Road and Bridge.

Budget Available	\$45,000
Bid Amount	<u>\$41,107</u>
Difference (Under Budget)	\$3,893

Staff Direction Request:

1. Approve the service contract for FY23 mowing contract for TruGreen in the amount of \$41,107.
2. Direct Staff as necessary.

**PUBLIC  
COMMENT**

**ADJOURNMENT**