

MINUTES
Meeting of the Committee of the Whole
Tuesday July 12, 2016
In the KALLSEN CENTER - 7:30 p.m.
16250 Oak Park Avenue,
Tinley Park, Illinois

Village Mayor: D. Seaman
Village Clerk: P. Rea

Members Present: B. Maher, Village Trustee – (arrived at 8:10)
T. J. Grady, Village Trustee
M. Pannitto, Village Trustee
J. Vandenberg, Village Trustee
B. Younker, Village Trustee
K Suggs, Village Trustee

Members Not Present: None

Staff Present: D. Niemeyer, Village Manager
B. Bettenhausen Village Treasurer
P. Connelly, Village Attorney
S. Tilton, Assistant Village Manager
P. Wallrich, Interim Community Development Director
S. Neubauer, Police Chief
D. Riordan, Interim Fire Chief
L. Godette, Deputy Clerk
B. Bennett, Commission Secretary

Guests Present Duffey Phelps, Project Developer, Holladay Properties
Antonia Steinmiller, Executive Secretary

Item #1: Call Meeting to Order - Trustee Younker called the meeting to order at 7:33 p.m.
Village Clerk Rea did the roll call.

Present and responding to roll call were the following:

Village Mayor Pro-Tem: Brian H. Younker
Trustees: T.J. Grady
Michael J. Pannitto
Jacob Vandenberg
Kevin E. Suggs

Item #2-Consider Approval of the Minutes of the regular meeting of the Committee of the Whole Meeting on June 14, 2016 – Motion was made by Trustee Grady, seconded by Trustee Suggs to approve the minutes of the Committee of the Whole Meeting held on June 14, 2016. Vote by voice call. Trustee Younker declared the motion carried.

Item #3- DISCUSS OPEN ITEMS LIST-**MAYOR/MAYOR PRO-TEM – MAYOR SEAMAN**

- **Mayoral Appointments** – Mayor Seaman introduced the new Mayoral Assistant Antonia Steinmiller who is present tonight and will be asking the Trustees to vote for her at the next Board Meeting.
He noted there are also Commission appointments needed:
 - Senior Services Commission - contact Liaison Trustee Pannitto
 - Environmental Commission – contact Liaison Trustee Maher
 - Economic Commercial Commission – contact Liaison Trustee Maher.
- **Upcoming Schedule for Committee and Special** – No schedule changes

CLERK’S OFFICE – CLERK REA

Agenda Procedures – None

FOIA Update - Clerk Rea gave a review on the Second Quarter 2016 FOIA requests.

Number of FOIA requests by Month

- Total Number of FOIA’S July 2015 to June 2016 – 3320

Percentage of Total FOIA Requests by Police Department and Village Hall

- Police Department up to 90%
- Village Hall up to 20%

Cost of FOIA Requests by Month

- Total cost of FOIA’S for July 2015 to June 2016 - \$110,546.00 with August 2015 being the highest and December 2015 being the lowest.

Percentage of Total Cost

- Police Department up to 50%
- Village Hall up to 100% (some can be up to 10,000 pages)

Top 3 FOIA Requestors 2016 by Cost (Village Hall)

- April – Glotz \$1,561, Walz \$1,200, DuJan \$841, Other \$3,246.
- May – DuJan \$1,073, Glotz \$526, Eberhardt \$417, Other \$2,323
- June – K. Glotz \$526, DuJan \$307, M. Glotz \$307, Other \$1,270

Top FOIA Requestors 2016 by Number of Requests (Village Hall)

- April – Glotz 5, Whitener 3, Tuuk 3, Nolan 2, Other 34
- May – DuJan 5, Glotz 4, Eberhardt 3, Frailey 3, McMahan 2, Czarnecki 2, Other 20
- June – DuJan 4, Pratt 3, K. Thirion 3, Palazzolo 2, Other 24

FOIA Overview – Public Safety & All

- # FOIA’S – April – 269, May – 218, June – 194, Total – 681
- Cost - April - \$10,246, May - \$5,820, June - \$3,930. – Total \$19,996
- AVG Cost Per FOIA – April – \$38.09, May - \$26.70, June \$20.26
Total - \$29.36
- Man Hours – April - 256.15, May - 145.5 June – 98.25 – Total – 499.9

FOIA Overview – Public Safety & All Others 2016

Requests

- Focus – April 257, May 207, June 185, Total 649
- Sweep – April 12, May 11, June 9 – Total 32

Cost

- Focus – April \$6,588.97, May \$4,391.91, June \$2,792.93 – Total \$13,773.80, Cost Per Request - \$21.22
- Sweep – April \$4,621.90, May \$1,941.43, June \$1,511.37 – Total \$8,104.70 Cost Per Request - \$253.27

Vehicle Sticker Update –

- Total number of stickers sold went down 7.7% from last year.
- Total revenue of stickers sold went down 6.4%

2016 Open Meetings (Outside Facilities/Additional Staff)

- Total Facility Cost for use of outside meetings use - \$5,753.44
- Total Staff Cost for use of outside meetings use - \$2,371.00

BUDGET, AUDIT & ADMINISTRATION COMMITTEE – TRUSTEE KEVIN SUGGS

- **Compensation Survey RFP & Staffing Study RFP** - Village Manager Dave Niemeyer noted the Board has recently authorized 2 RFP's for the Compensation and Staffing studies. A number of firms have downloaded these RFP's and he expects that as we get closer to the due date in the next couple of weeks we should receive numerous submittals.
- **Internal Auditor & Ethics Ordinance** - Village Attorney, Pat Connelly stated that he and Clerk Rea are still working on the Internal Auditor & Ethics Ordinances. Trustee Pannitto asked about the suggestions made regarding the composition of the Committee. Attorney Connelly stated that would be part of further discussion.
- **Financial Statements** – Village Manager Dave Niemeyer stated which Professional Services will be going out to bid.

BUILDING AND COMPLIANCE COMMITTEE – TRUSTEE MICHAEL PANNITTO

- **Update on Building Code Review** - Interim Community Development Director, Paula Wallrich noted that staff met with Firefyne on June 21 to discuss the red-line copy and summary report. She stated there is much more to do and the summary needed to be simplified to identify major changes in this update. The goal is to complete this by August 1 with the target of a Committee review the second week in August. 1st reading could then occur by August 16th with tentative adoption September 6, 2016
- **Type 5 Construction** – Interim Community Development Director, Paula Wallrich stated that Trustee Pannitto had asked if there was any documentation showing why this code was changed from Type V back in 2007. She stated there was no documentation that explains the change other than possibly for Economic Development. Trustee Pannitto noted that Duffey Phelps, Project Developer, Holladay Properties was present and has requested building a hotel in the Village which would Require Type V construction. Trustee Vandenberg asked Interim Fire Chief Dan Riordan to explain why he would be positive on the change back to Type V construction for this hotel. Chief Riordan stated that there is no data that says the code should not be changed back to Type V. He noted that there are currently 9 hotels in the Village and all have been built using the Type V construction except for one which

was not due to the size of the hotel. He noted that the standard of the industry is Type V construction. It was noted that Chief Riordan has presented a memorandum regarding his support for a text amendment that would allow Type V construction for R-1 (hotels) with certain conditions as related to cooking mentioned in the memo. It is noteworthy to mention that the International Code allows for Type V construct at hotels.

Duffey Phelps, Project Developer, Holladay Properties stated all his other hotels in the area are built with the Type V construction with continuous inspections at build.

- **Property Maintenance** – Interim Community Development Director, Paula Wallrich noted:
 - a. Monthly report provides summary
 - b. 71 complaints received. Reduction in grass complaints (weather related)
 - c. Code enforcement to 6% from last year
 - d. 25 citations issued
 - e. Last court date accessed \$15, 500 in fines
 - f. Demo bids awarded. Status hearing on 17100 Harlem – continue until Aug 15. Other demos scheduled 6825 W. 171st, 6573 W 167th.

Attorney working on Orders for Demolition for 16836 S. Oak Park Ave & 17226 S. Oak Park Ave.
- **Commercial Construction Project Status** –
 - Anthem Memory Care – 17833 Harlem – Final inspections completed, occupancy pending - Open House this week
 - Bickford Senior Living – 17301 80th Ave – Final inspections completed, conditional occupancy issued.
 - Great Escape – 17231 LaGrange – Conditional occupancy given – Landscape issues.
 - DaVita Dialysis – 16767 80th Ave – Certificate of Occupancy issued.
 - Speedway – 18460 80th Ave – Canopy expansion – Plans in review
 - Target – 7300 191st St – Interior Remodel – Permit released, inspections proceeding
 - Betty’s Bistro – 15950 Harlem – Plans in review
 - Apple Chevrolet – 8585 159th St – Oil change garage addition – Plans approved, need additional documents before release.
 - International Kia – 8301 159th St – Exterior and Interior remodel – Permit approved, waiting for payment.
 - Buffalo Wild Wings – 7301 183rd St – Interior remodel completed, canopy waiting for final inspection
 - Ultimate Skills Sports Club – 17500 Duvan Drive – Permit released, inspections pending
 - Noodles & Company – 15915 Harlem – Certificate of Occupancy issued
 - Blaze Pizza – 15903 Harlem – Certificate of Occupancy issued
 - University Medical Center – 16301 Harlem – Inspections proceeding – Stop order due to change in contractor
 - Family Hyundai – 8101 159th St – Exterior façade and interior remodel – Permit issued. Inspections proceeding
 - Panduit – 18900 Panduit Dr. – Cafeteria remodel – Inspections proceeding
 - 7-11 – 7601 159th Street – Replace gas tanks, canopy piping and pumps – Plans in review.

- Stella's Place – 17123 Harlem – Interior remodel – Plans in review
- Cypress Multi-Graphics – 8500 185th Street - Mezzanine – permit release, inspections pending
- Orlan Creek Apartment Buildings – 15919 Centerway Walk – Remodel clubhouse and pool – Plans approved, waiting contractor information.
- Silvia's Beauty Supply – 16036 Harlem – Interior remodel – Permit issued, inspections pending
- Hampton Inn – 18501 North Creek Drive – Exterior/Façade – Plans in review
- Patel Property – 16948 Oak Park Ave – Partial demo of building/interior remodel for 2 commercial units/adding 2 apartments on second floor/re-engineering parking lot – Plans in re-review.
- Quinn & Company – 18322 West Creek Dr.– Interior remodel – Permit approved, waiting for contractor information
- Lansing Building Products – 7950 185th Street – Permit in plan review
- The Train Station (exercise studio) 16902 Oak Park Ave – Permit issued, inspections pending
- Dicks Sporting Goods – 7370 191st Street - Permit in plan review.
- Graphicsland – 18621 81st Street – Permit approved, waiting for payment
- Top Nail – 17127 Harlem – Permit in plan review
- Union Square – Change contractors. Building permit in 1 week

Commercial remodels are up from last year by 30% (year to date)

Residential SF – consistent at 6 new permits to date (7 at this time last year)

FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE – TRUSTEE MAHER

- **Expanded Zabrocki Plaza** – Staff in discussions with Metra – Meeting Thursday – Need to replace approximately 300 parking spaces if both South Street and Zabrocki Plaza are developed.
- **Fiscal Policies** – No update at this time
- **Marketing and Communication with Residents** – Rich Barrett has been hired as the new Community Engagement Officer. New Community Engagement plan is in the works.
- **Branding Initiative** – Kick off July 28th and 29th. Roger Brooks will present plan. 90 minute presentation open to the community.
- **Tinley Park Mental Health Center, Redevelopment** – RFP for the potential of a sports complex. Due within a couple weeks. Several firms have downloaded and we are expecting several submittals.
- **South Street** – Waiting for finalizing financing and retention situation in place. Type III has to be approved first. 1st reading on August 16.
- **North Street** – Talking this week regarding parking situation.
- **Old Central Middle School** – Potential purchaser did not realize the \$280,000 water conveyance cost was an obligation of the purchaser, so we are waiting for them to get back to us
- **Amusement Tax** – Village Treasure Brad Bettenhausen stated that a change in the Municipal Code should be considered. Back in 1990 in relation to the development of the outdoor music theater now known as the Hollywood Casino Amphitheatre, The Village's Amusement Tax ordinance was largely modeled on what was then in place for

City of Chicago, which also had a similar exemption at the time applicable to movie theaters. That exemption has been since eliminated as the application of the Chicago amusement tax was amended and expanded to include a number of other “amusement” activities. The provision that exempts the first 90 cents of an admission ticket for “motion picture shows” from taxation had been included in our Tinley Park ordinance to appease the operator of the Bremen Theater which was then operating a “low priced second run” movie house. At this time we have no “motion picture theaters” operating in Tinley Park, rendering this provision redundant and unnecessary.

Amending the Code to remove this exemption would also provide an opportunity to review the rate of the tax as well. While it would not recommend mirroring what Chicago has done in expanding the application of the tax, their current rate is 9% for all amusements except live theater in a venue accommodating 750 or more patrons where the rate is 5%. It is believed that a rate of 5% or 6% would be competitive in the marketplace. It would be suggested that a rate change become effective after the close of the current outdoor theater season, such as January 1, 2017.

Staff will review what other venues are charging at other locations.

PLANNING AND ZONING COMMITTEE – TRUSTEE VANDENBERG

- Hiring of Community Development Director & Hiring of Economic Development Manager – Consolidation of those 2 departments. Local ads out with good response. Will review by the end of this month. Working on getting an Interim Manager.
- Legacy Plan Code Update - Directed staff to continue research – Looking at codes in other Villages. – July 25th Citizens Advisory workshop to discuss text amendments. August 4th before the Plan Commission.
- Plan Commission Projects – Staff working on Fence Variations to make it more streamlined for the residents. Continuing to work on TeXt Amendments. McDonalds project to add lanes in drive-thru.
- Sign Code Text Amendments. – No update at this time.

PUBLIC SAFETY COMMITTEE - TRUSTEE GRADY

- **Fire Chief Recruitment** – An updated summary along with a list of various locations were completed by each was presented to the Trustees. We are currently working on a decision on which Executive Search Services to employ. Trustee Grady noted he was positive on using WRB Management Services due to the fact that he is familiar with our Village and we have worked with him before. Trustee Vandenberg noted he was impressed with the Mercer Group due to the demonstrated experience with Fire Chiefs hired over the years in different communities. They also offer a guarantee. Trustee Grady noted we should make a decision quickly and if the Mercer Group is recommended, we should get started with them as soon as possible. .
- **Barrett Brothers Subdivision – Traffic Complaints/Studies** – Due to many complaints and traffic accidents in this subdivision, studies are being done to evaluate the need for stop signs.

Trustee Pannitto asked about the previous request for information on cameras to note license plates. Village Manager Steve Tilton replied that he should have more information on this at the next meeting.

Trustee Younker asked about a Neighborhood Watch addition. Trustee Grady replied and said

he would be meeting with Chief Neubauer to discuss this.

PUBLIC WORKS AND BOUNDARIES COMMITTEE – TRUSTEE YOUNKER

- **Water Meter Replacement Update** – Still on track for mid August. Finalizing contracts.
- **Oak Lawn Water** – Still working with Oak Lawn trying to reconcile current estimates.
- **Oak Park Avenue Reconstruction – 159th Street/179th Street to Dog Park** - No update.
- **Cook County Unincorporated Infrastructure Improvement Grant Project** – Meeting last night with Kimberly Heights homeowners with questions and concerns. Some were interested in annexation, and some were not. The county wants to make it 100% participation. Will speak with the County this week regarding seeing if they will be flexible with this. .
- **Cook County IGA re 175th Street, Ridgeland Avenue, Oak Forest Avenue Improvements** – No update.
- **Legacy Pond** – Working on the Panduit TIF presentation, will be end of July.
- **Bike Path – 163rd Street to 159th Street 179th street to Dog Park** – No update.
- **Sidewalk Gap Program** – No update.

ITEM #4 – RECEIVE COMMENTS FROM THE PUBLIC

Resident Comment - Is there an update on why the person died at the Train Station today? There is a new craze going on with a Pokemon phone application. Has this been addressed with the Police Department?

Village Manager Dave Niemeyer noted the police department is aware of it.

Mayor Seaman stated that in light of the shootings last week in Dallas, he has sent a letter to all the Tinley Park Police officers and the Tinley Park Police Department support staff thanking them for their service and sharing the sorrows.

Resident Comment – Is an in-house person being considered for the new Fire Chief? Trustee Grady said yes that is a consideration.

On the expanded Zabrocki Plaza – please explain the location of the additional 300 parking spaces. How big of an expanded plaza are we talking about? There is a concern about taking parking from the local businesses.

Trustee Maher said we do not have an exact plan at this time.

ADJOURNMENT

Motion was made by Trustee Grady, seconded by Trustee Vandenberg to adjourn the Committee of the Whole Meeting. Vote by voice. Trustee Younker declared the motion approved unanimously and the meeting was adjourned at 8:57 p.m.

*cc: Village Board
Village Manager
Assistant Village Manager
Village Treasurer*

Deputy Village Clerk