

MINUTES
Meeting of the Committee of the Whole
Tuesday August 9, 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
T. J. Grady, Village Trustee
M. Pannitto, Village Trustee
K Suggs, Village Trustee

Members Not Present: J. Vandenberg, Village Trustee
B. Younker, Village Trustee

Staff Present: D. Niemeyer, Village Manager
B. Bettenhausen Village Treasurer
P. Connelly, Village Attorney
P. Wallrich, Interim Community Development Director
T. Kopanski, Water Superintendent
C. King, Village Engineer
P. Brueggemann, Village Intern
L. Godette, Deputy Clerk
B. Bennett, Commission Secretary

Item #1-Consider Approval of the Minutes of the regular meeting of the Committee of the Whole Meeting on July 12, 2016 – Motion was made by Trustee Grady, seconded by Trustee Suggs to approve the minutes of the Committee of the Whole Meeting held on July 12, 2016. Vote by voice call. Trustee Maher declared the motion carried.

Item #2- CLERK’S OFFICE PRESENTATION – DEMOGRAPHICS – Patrick Brueggemann, Village Intern made a presentation on the Demographic and Economic Analysis of the Village of Tinley Park.

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

- Mayoral Appointments - Mayor Seaman stated there were Commission Vacancies to be filled and would be presented for approval at the next Village Board meeting
- Strategic Plan – Village Manager, Dave Niemeyer stated the Board received a draft of the plan and the goal would be to have a presentation on the findings next Tuesday
- Upcoming Schedule for Committee and special Village Board Meetings – No update at this time

CLERK'S OFFICE – CLERK REA

- FOIA Management – Clerk Rea presented an outline of a FOIA Management System. A request for an RFP was issued in July. On August 5th, 2016 the Village received one RFQ from WebQA of Woodridge. With the WebQA Management System the Village will improve transparency for its citizens with accessibility through the Village website where citizens can submit a request, check the status of their request, view requests made by others and view responsive documents.
- The estimated cost for this FOIA Management System is approximately \$775.00 monthly for Police and Village and a one time implementation fee of \$2,775 for a total cost for the first year of \$12,075. Funds for this system are budgeted and available in the Capital Fund.
- Vehicle Sticker Update – Clerk Rea present an update of the Village Sticker Sales. Total # of sticker's sold in 2016/2017 was 31,578 which is a decrease of 1.4% from last year
Total revenue of sticker's sold in 2016/2017 was \$667,880 with a decrease of 2.0% from last year.
- Agenda Procedures - No update at this time

BUDGET, AUDIT & ADMINISTRATION COMMITTEE – TRUSTEE SUGGS

- Financial Update – Village Treasurer, Brad Bettenhausen presented the Revenues update for June 2016 – Fiscal Year 2017, Month 2. He distributed a monthly graph summarizing the status of the revenues and expenses as we reach the completion of the fiscal year.
- Purchasing Policy – The policy will be coming back to the Budget Committee and will be ready within the next 30 days
- Compensation Survey RFP – We have received proposals and RFP will be brought back to Committee next week.
- Staffing Study RFP – We have received proposals and RFP will be brought back to Committee next week.
- Internal Auditor – Village Manager is working with council and recommendations will be reviewed within the next 2 meetings.
- Ethics Ordinance – Recommendations have been made for a new Ordinance and will be reviewed within the next 2 meetings.

BUILDING & COMPLIANCE COMMITTEE – TRUSTEE PANNITTO

- Update on Building Code Review – Paula Wallrich, Interim Community Development Director stated the Code will be presented at the meeting on the 16th.
- Type 5 Construction – Code will be presented at the meeting on the 16th.
- Property Maintenance – July 2016 – 82 complaints were received. 31 were for grass & weed violations, 51 were for other violations.
- Commercial Construction Project Status –
 - Anthem Memory Care – Final Inspections completed, occupancy issued
 - Bickford Senior Living – Final inspections completed, conditional occupancy issued.
 - Great Escape – Conditional occupancy given.
 - DaVita Dialysis – Certificate of occupancy issued.
 - Speedway – Canopy Expansion - plans in review

- Target – Interior Remodel – Permit released, inspections proceeding
- Betty’s Bistro – Permit released, inspections proceeding
- Apple Chevrolet – Oil change garage addition – Plans approved, need additional documents before release.
- International Kia – Exterior and Interior remodel – Permit approved, waiting for payment
- Buffalo Wild Wings – Interior remodel completed, canopy waiting for final inspection.
- Ultimate Skills Sports Club – Permit released, inspections pending.
- Noodles & Company – Certificate of Occupancy issued.
- Blaze Pizza – Certificate of Occupancy issued.
- University Medical Center – Inspections proceeding.
- Family Hyundai – Exterior façade and interior remodel – Permit issued, inspections proceeding
- Panduit – Cafeteria remodel – Inspections proceeding
- 7-11 - Replace gas tanks, canopy, piping and pumps – Permit issued, inspections proceeding
- Stella’s Place – Interior remodel – Permit approved
- Cypress Multi-Graphics – Mezzanine - permit release, inspections proceeding
- Orlan Creek Apartment Buildings – Centerway Walk – Remodel clubhouse and pool – Permit issued, inspections proceeding
- Silvia’s Beauty Supply – Interior remodel – Permit issued, inspections proceeding
- Hampton Inn – Exterior/Façade – Permit issued, inspections proceeding
- Patel Property – Partial demo of building/interior remodel for 2 commercial units/adding 2 apartments on second floor/reengineering parking lot – Plans in re-review.
- Quinn & Company – Interior Remodel – Permit issued, inspections proceeding
- Lansing Building Products – Permit in plan review.
- The Train Station – Certificate of occupancy issued
- Dicks Sporting Goods – Permit in plan review
- Graphicsland – Permit approved, waiting for payment.
- Top Nail – Permit issued.
- Hilti – Interior remodel – in plan review
- Architectural Glassworks – Interior remodel – In plan review
- Doddy’s Deli & Café – Interior remodel – in plan review
- Fidelity National – Interior remodel – In plan review
- Panduit – Interior remodel – In plan review
- Dental One – Build-out for Dental Practice – In plan review.

FINANCE & ECONOMIC DEVELOPMENT COMMITTEE – TRUSTEE MAHER

- Expanded Zabrocki Plaza – In discussions with Metra in reviewing potential parking replacement sites.
- Marketing & Communication with Residents – Rich Barrett, New Community Engagement Coordinator is managing all the Village Social Media Sites and is working on a Social Media Policy and Village Facebook page guidelines which is being reviewed and will be brought to the meeting in September.

- Branding Initiative – Roger Brooks did a presentation on July 28 which was recorded for Tinley TV. Video has been viewed 77 times. Branding survey is in process.
- Tinley Park Mental Health Center Redevelopment – Received 12 proposals on potential Sports Survey and will be discussed at the next meeting.
- South Street – Waiting to see what is being done with Type 3 Construction
- North Street – No update at this time.
- Old Central Middle School Site – Odawa Development is revising their proposal to the Village to buy Central Middle School. The will get back to us by the end of the month.
- Amusement Tax – Reviewing as we are low compared to other surrounding communities.

PLANNING AND ZONING COMMITTEE – TRUSTEE VANDENBERG

- Hiring of Community Development Director – Received over 60 resumes. Now reviewing
- Hiring of Economic Development Manager – Making final changes to the job description and soliciting outside recruiters.
- Legacy Plan Code Update – Working with advisory committee. Meeting on 8/15.
- Plan Commission Projects – Working on making fence variations less.
- Sign Code Text Amendments.- No update at this time

PUBLIC SAFETY COMMITTEE – TRUSTEE GRADY

- Fire Chief Recruitment – Moving forward. Board will be meeting with the Mercer Group
- Barrett Brothers Subdivision – Will be reviewing report next week.
- Red Light Cameras – Previous vendor has removed equipment and new vendor will be installing shortly.

PUBLIC WORKS AND BOUNDARIES COMMITTEE – TRUSTEE YOUNKER

- Phase 1 – 80th Avenue, 191st Street to 183rd Street – Village Engineer, Chris King did a presentation explaining the proposed development on 80th Avenue
- Water Meter Replacement Update – Water Superintendent, Tom Kopanski stated over 450 meters have been installed. Advanced infrastructure will be in place by the end of the year. Residents will be able to login to their account to see their usage.
- Oak Lawn Water – No update at this time
- Cook County Unincorporated Infrastructure Improvement Grant Project – Resident meeting- mixed feelings from Kimberly Heights residents wanting to participate. Will determine what residents are interested in participating.
- Legacy Pond – Now that the TIF is approved, will be talking about the design of the pond.
- Bike Path – 163rd Street to 159th Street/179th Street to Dog Park – Village Engineer, Chris King presented proposed development in 2 parts, connecting to the dog park.
- Sidewalk Gap Program – Working on map.

Item #4 – RECEIVE COMMENTS FROM THE PUBLIC –

Resident Comment – What is the reason for changing vendors on the Red Light Cameras?
Trustee Grady said the initial contract is up and we have decided to go in a different direction.

ADJOURNMENT

Motion was made by Trustee Grady, seconded by Trustee Pannitto to adjourn the Committee of the Whole Meeting to the Executive Session. Vote by voice. Trustee Maher declared the motion approved unanimously and the meeting was adjourned at 9:00 p.m.

bb

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