

**MINUTES**  
**Committee of the Whole**  
**February 26, 2019 – 6 p.m.**  
**Village Hall of Tinley Park – Council Chambers**  
**16250 S. Oak Park Avenue**  
**Tinley Park, IL 60477**

Members Present:           B. Younker, President Pro-Tem  
                                  M. Pannitto, Village Trustee  
                                  W. Brady, Village Trustee  
                                  C. Berg, Village Trustee  
                                  J. Curran, Village Trustee

Members Absent:           K. Thirion, Village Clerk  
                                  M. Glotz, Village Trustee

Other Board Members Present: J. Vandenberg, President

Staff Present:             D. Niemeyer, Village Manager  
                                  P. Carr, Assistant Village Manager  
                                  M. Walsh, Police Chief  
                                  F. Reeder, Fire Chief  
                                  C. Faricelli, Deputy Police Chief  
                                  D. Persha, Police Sergeant  
                                  S. Klotz, Deputy Fire Chief  
                                  D. Riordan, Deputy Fire Chief  
                                  B. Bettenhausen, Village Treasurer  
                                  M. Zonsius, Assistant Village Treasurer  
                                  K. Workowski, Public Works Director  
                                  J. Urbanski, Assistant Public Works Director  
                                  K. Mulqueeney, Streets Superintendent  
                                  J. Cossidente, Water Superintendent  
                                  T. Lusby, Facilities & Fleets Superintendent  
                                  J. Fitzpatrick, Water Foreman  
                                  P. Wallrich, Interim Community Development Director  
                                  K. Clarke, Planning Manager  
                                  P. Hoban, Economic Development Manager  
                                  D. Framke, Marketing Director  
                                  D. Maiolo, Human Resources Director  
                                  M. Thomas, Information Technology Director  
                                  L. Godette, Deputy Village Clerk  
                                  H. Lipman, Management Analyst  
                                  L. Valley, Executive Assistant to the Manager and Trustees  
                                  R. Gibson, Senior Accountant  
                                  E. Scholz, Senior Accountant  
                                  C. Frankenfield, Staff Accountant  
                                  L. Cooper, Finance  
                                  L. Carollo, Commission/Committee Secretary

**Item #1** - The meeting of the Committee of the Whole was called to order at 6:02 p.m.

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#### **Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON FEBRUARY 5, 2019**

– Motion was made by Trustee Berg, seconded by Trustee Brady, to approve the minutes of the Committee of the Whole meeting held on February 5, 2019. Vote by voice call. President Pro-Tem Younker declared the motion carried.

**Item #3 – REVIEW 2020 FISCAL YEAR BUDGET** – The Committee of the Whole Budget Review Meeting included an overview of the 2020 Fiscal Year Budget and presentations by the Fire Department; Public Works Department; Marketing Department; Economic Development and Community Development; Police Department; EMA/911 Department; Commissions, Manager's Office and Mayor's Office; Information Technology Department, the Clerk's Office and Finance Department.

M. Zonsius, Assistant Village Treasurer presented an overview of the 2020 Fiscal Year budget, which included current revenues and revenue trends, the Village's fiscal policy, funding of capital improvements and long-term capital plan, and reserves.

D. Niemeyer, Village Manager presented an overview of the major new, recurring and upcoming expenditures and noted recommendations, which included:

- General Fund Capital - Approximately \$5.34 million in General Fund Capital requests recommended for funding, excluding carryover items.
- Recommended Major Capital Expenditures - Downtown Plaza, intersection cameras, Fire Station #47, Wayfinding sign fabrication, LED street lighting replacement, Freedom Pond, PMP (Pavement Management Program), South Street infrastructure, Ridgeland sanitary sewer lining, communications infrastructure.
- Recommended Major New Expenditures
  - Personnel - Police, Marketing, IT intern, 911, Public Works and Fire Departments.
  - Fire Department new pay plan.
- Deferred Personnel Requests - Police, Fire, Public Works, IT, Planning, Administration Departments.
- Upcoming Major Expenditure Requests - Additional police staffing according to Staffing Study; staffing for plaza including Marketing, Public Works and Public Safety; Public Works building improvements and Fire Station #48.

Key Village financial issues to be addressed in FY-20 were also presented, which included:

- Increase water rates in FY-20.
- Village Board to consider debt for large capital improvements.
- Village Board to consider vehicle sticker program replacement with an alternative revenue source.

Trustee Curran asked if the Village has some debt retiring at the end of this year. B. Bettenhausen, Village Treasurer stated the 2012 refunding bond issue will retire December 2019, and if the Village would need to issue some debt, this would afford the Village approximately \$11 million in bonds for water and sewer, storm water and other general projects. Trustee Pannitto commended staff on an early start of the budget and budget presentation.

F. Reeder, Fire Chief presented an overview of the operational goals, capital and budget requests for the Fire Department. Mr. Reeder asked if the Committee of the Whole had questions. Trustee Curran asked about the fire house carryover amount. Mr. Reeder stated the carryover amount from 2018 is \$2.9 million, with a new request of \$2.8 million and the rest of the balance will be budgeted. Trustee Brady

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asked when the Village will be breaking ground on the fire house and Mr. Reeder stated hopefully soon; the project is on schedule and construction could possibly begin in April. D. Maiolo, Human Resources Director provided highlights of the new Fire Pay Plan. Ms. Maiolo asked the Committee of the Whole if there were any questions. Trustee Pannitto asked if the Fire Pay Plan presented is an overall plan ultimately to be approved by the Village Board. Mr. Niemeyer stated his recommendation would be to present the plan at the Committee meetings, along with Committee recommendations and then to present the plan to the Village Board for approval. Trustee Curran asked if the dollar amounts given included benefits along with salary, and Ms. Maiolo stated they are salary amounts, however, more detailed data will be provided.

K. Workowski, Public Works Director presented an overview of various upcoming road projects and the Water Department. J. Urbanski, Assistant Public Works Director presented the General Fund capital requests for Streets and Facilities and Fleet. Trustee Curran asked if striping could be placed indicating a school zone to alert drivers to reduce speed. Mr. Workowski stated the Village engineers have been working with K. Clarke, Planning Manager on school zone safety and will continue to focus on school safety.

D. Framke, Marketing Director presented an overview of major initiatives within the Marketing Department. Ms. Framke stated the planning component of the Wayfinding sign program was approved within the budget. Trustee Berg asked if the Marketing Department is working with the park district in incorporating the two (2) Special Events coordinators. Ms. Framke stated there have been discussions in incorporating potentially exercise programming and discussions will continue with the park district. B. Younker, President Pro-Tem asked if the Committee of the Whole had any other questions. No one came forward.

P. Wallrich, Interim Community Development Director presented an overview of goals and capital requests for the Community Development Department. Ms. Wallrich stated the plan for the building permit software is to have staff trained and the software launched in spring. Ms. Wallrich asked if the Committee of the Whole had questions. No one came forward.

M. Walsh, Police Chief presented an overview on personnel and capital requests. Mr. Walsh stated the goal is to implement the Staffing Study recommendations to have more of a police presence and community engagement. Trustee Brady asked if the addition of police officers is satisfying the Village's needs and Mr. Walsh stated currently the department has not added personnel per the Staffing Study recommendations; three (3) police officers are still needed from last year and two (2) per the FY-20 budget. Trustee Brady asked if the Village has vehicles for the administrative sergeant and commander, and Mr. Walsh stated there is a request for vehicles for the administrative sergeant and commander. Trustee Brady stated there are many items for the Police and Fire Departments that are deferred within the Village budget and emphasized the importance of incorporating these items into the budget for continued public safety. Trustee Younker asked if it was possible to do a lateral hire to bring officers in with experience, and Mr. Walsh stated he does not think with the Civil Service Commission it is allowed at this time. B. Younker, President Pro-Tem asked if the Committee of the Whole had any other questions. No one came forward.

P. Carr, Assistant Village Manager/Director of EMA/911 Communications presented an overview and capital request for the EMA/911 Department. The department is looking forward to operating with three (3) additional dispatchers once training is completed. If operating with full staff in August, the EMA/911 Department will eliminate the dispatcher Kurtz Ambulance currently provides, which is an expense of over \$200,000.

D. Niemeyer presented an overview of the Commissions, Manager's Office and Mayor's Office budget.

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M. Thomas, Information Technology Director presented an overview of key goals and budget for the IT Department. Mr. Thomas asked if the Committee of the Whole had any questions. Trustee Pannitto asked about public infrastructure for WIFI and if it is a big expense. Mr. Thomas stated it can be a big expense depending on how it is structured; however, with Village equipment, the Village should be able to provide this service in public spaces. Trustee Younker asked Mr. Carr if the Village has equipment in the Public Safety building basement, and Mr. Carr stated the design phase has begun to move the equipment from the basement to the main floor of the Public Safety building.

L. Godette, Deputy Village Clerk discussed a capital budget request of a citizen participation tool in the amount of \$43,000. A request was also made of \$3,000 to improve the Village's codification of ordinances in order to provide the public with a more accurate record. Trustee Pannitto asked how the citizen participation tool would work and if there is much staff time involved. Ms. Godette stated citizens would be able to comment on agenda items, ask questions to the appropriate staff and the Village would be able to communicate with citizens more effectively and there would not be much more staff time involved. Ms. Godette asked if the Committee of the Whole had any other questions. No one came forward.

M. Zonsius presented an overview of the Finance Department budget, (Tax Increment Funding) TIF projects and other placeholder items not otherwise specified to a department. Of note, in the next 2-3 years the Village will need to purchase an enterprise-type fund software program, which could cost \$500,000 to \$1 million.

B. Bettenhausen presented next steps involved in the Public Hearing Board approval.

Trustee Curran asked how the Village will address shortfalls in capitals at this point as capital outlay is higher than revenue. Mr. Bettenhausen stated a portion of the capital each year is funded from the excess of revenues over expenses at close of the fiscal year and there may be reserves that have accumulated from years prior.

Trustee Curran thanked staff for their hard work on the budget.

B. Younker, President Pro-Tem asked if the Committee of the Whole had any other questions. No one came forward.

**Item #4 – RECEIVE COMMENTS FROM THE PUBLIC** - No comments from the public.

**ADJOURNMENT**

Motion was made by Trustee Berg, seconded by Trustee Curran, to adjourn this meeting of the Committee of the Whole. Vote by voice call. President Pro-Tem Younker declared the motion carried and adjourned the meeting at 7:40 p.m.

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