

MINUTES
Meeting of the Committee of the Whole
January 14, 2020 – 6:30 p.m.
Village Hall - Council Chambers
16250 S Oak Park Ave.
Tinley Park, IL 60477

Members Present: J. Vandenberg, Village President
K. Thirion, Village Clerk
W. Brady, Village Trustee
W. Brennan, Village Trustee
D. Galante, Village Trustee
M. Glotz, P Trustee
M. Mueller, Village Trustee

Members Absent: C. Berg, Village Trustee

Staff Present: D. Niemeyer, Village Manager
P. Carr, Assistant Village Manager
F. Reeder, Fire Chief
M. Walsh, Police Chief
B. Bettenhausen, Finance Director
K. Clarke, Community Development Director
J. Urbanski, Assistant Public Works Director
D. Framke, Marketing Director

Others Present:

Item #1 - The meeting of the Committee of the Whole was called to order at 6:40 p.m. on January 14, 2020.

Item #2 - CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON JANUARY 7, 2020. – Motion was made by Trustee Brennan, seconded by Trustee Mueller, to approve the minutes of the Committee of the Whole meeting held on January 7, 2020. Vote by voice call. President Pro-Tem Glotz declared the motion carried.

Item #3 -RECEIVE UPDATE ON STRATEGIC PLAN – Dave Niemeyer, Village Manager, introduced Jacquelyn McCray, Senior Manager at Management Partners, to present the draft Strategic Plan. This plan includes input from the Board, senior staff, employee groups, and members of the business community, as well as feedback from the recent citizen survey. Kimberly Clarke, Donna Framke, Pat Carr, and Hannah Lipman led staff to further develop the various goals and strategies. Strategic Plan Elements presented were Vision, Mission, Values, Goals, Strategies, and the Implementation Action Plan.

Management Partners will continue to work with Village staff on an Implementation Action Plan that will serve as a guide to accomplishing the goals and strategies of this plan. Initial measures for the different goals have been included in this draft, and will continue to be developed as a part of the Implementation Action Plan. Any changes will be made to the draft will be presented in February.

Trustee Brady, Trustee Mueller and Trustee Glotz thanked Ms. McCray and the team for all of the work put into the plan.

Item #4 – RECEIVE UPDATE ON NOVEMBER REVENUES AND BUDGET VERSUS ACTUAL REPORT – Brad Bettenhausen, Finance Director, presented the November report, summarizing the status of the revenues and expenses.

Sales Tax – November reporting – August sales activity

	This Month	Fiscal Year to Date
This Fiscal Year	1,268,959	8,533,144
Last Fiscal Year	1,293,272	8,691,190
Dollars change	-24,313	-158,046
Percent change	-1.9%	-1.8%

Home Rule Sales Tax – November reporting – August sales activity

	This Month	Fiscal Year to Date
This Fiscal Year	518,805	3,469,778
Last Fiscal Year	533,942	3,485,702
Dollars change	-15,137	-15,924
Percent change	-2.8%	-0.5%

Use Tax - November reporting – August sales activity

	This Month	Fiscal Year to Date
This Fiscal Year	148,180	1,041,260
Last Fiscal Year	126,134	885,434
Dollars change	22,045	155,826
Percent change	17.5%	17.6%

Use tax is the sales tax collected on out-of-state purchases shipped to Illinois (internet sales) and merchandise used by retailers where sales tax had not previously been paid. Increases in the Use Tax continue to be partially attributable to the “Wayfair” decision that has largely made internet sales subject to sales tax. In the future more internet retailers will be required to register and calculate sales tax based on the delivery point.

Trustee Brennan asked if an effective date for the point of delivery tax has been determined and if any preliminary estimates have been calculated. Mr. Bettenhausen stated that he believes it will be made effective in July 2020 to coincide with the new fiscal year, with impacts seen about 3 months later. Currently there are no projections.

Income Tax – November reporting (share of taxes collected in October)

	This Month Fiscal	Year to Date
This Fiscal Year	392,873	3,739,505
Last Fiscal Year	389,546	3,257,696

Dollars change	3,327	481,809
Percent change	0.8%	14.8%

Property Tax

No unusual or unexpected fluctuations have been noted.

Video Gaming – November activity reporting
(Distributive share of net Video Gaming Terminal Income Tax for October)

	This Month	Fiscal Year to Date
This Fiscal Year	42,687	287,481
Last Fiscal Year	40,171	266,315
Dollars change	2,516	21,166
Percent change	6.3%	8.0%

Motor Fuel Taxes - November reporting (share of taxes collected in October)

	This Month	Fiscal Year to Date
This Fiscal Year	111,357	811,569
Last Fiscal Year	135,848	850,714
Dollars change	-24,491	-39,145
Percent change	-18.0%	-4.6%

Transportation Renewal Fund - November reporting (share of taxes collected in October)

	This Month	Fiscal Year to Date
This Fiscal Year	76,573	246,190
Last Fiscal Year		
Dollars change		
Percent change	100%	100%

The Transportation Renewal Fund became effective 1 July 2019, as a result there is only current year data. The new funds are restricted to roadway maintenance activities in the same manner as the regular Motor Fuel Tax.

Commuter Parking

The number of daily pay spaces utilized for November 2019 were up modestly (0.6%) compared to the same month of the prior year. Year to date, space utilization reflected a small 2% increase comparative to the prior year to date.

Item #5 – DISCUSS BOARD GOALS AND BUDGET SCHEDULE FOR FISCAL YEAR 2021 – Mr. Niemeyer presented an update to the 36 goals developed for fiscal year 2020, noting that many of the top ranked items were economic development related.

Based on past priorities and some Strategic Plan feedback, priorities for the 2021 fiscal year that may be considered are:

Public Safety

- Additional hiring, as resources allow, from the police staffing plan.
- Investigate ways to use technology, resource sharing, and other efficiencies to reduce costs.

Workforce Issues

- Develop a more formal employee recognition program.
- Improve internal communications.
- Continue to improve customer service.

Economic Development

- Focus efforts to redevelop and attract new businesses to Park Center Plaza and Tinley Park Plaza.
- Prepare infrastructure improvement plan to support development in the southwest corridor of Village.
- Develop a plan to increase vibrancy of Downtown Tinley Park, specifically focus this year on North St., old Bremen Cash Store properties.
- Reengage State to determine what their plans are for TPMHC, focus on clean-up efforts if the State does not move forward with selling property to Village.

Neighborhood/business district stability

- Develop a proactive code enforcement program.
- Increase promotion and support of business retention.
- Develop a program to welcome and engage new businesses.
- Attract new businesses to fill current vacancies.

Community Engagement/Tourism

- Finalize land acquisition for Harmony Square and move towards construction.
- Initiate trolley on music theater concert nights.
- Continue to review relationship with Southland Convention & Visitors Bureau and determine how it can better serve our current tourism needs.
- Expand community engagement efforts.

Budget Schedule

Tuesday, January 14, 2020	Overview of Board goals/Budget Schedule
Tuesday, March 10, 2020	Discuss proposed budget with Board
Tuesday, April 7, 2020	PublicHearingonproposedfiscalyear2021budget and first reading of Ordinance.
Tuesday, April 21, 2020	AdoptionofBudgetfor2021Ordinance

Mr. Niemeyer asked the Board for input regarding: additional priorities, to those listed earlier, that should be focused on; reprioritizing or eliminating current priorities/spending; additional revenues should be investigated, if any; and revenues should be eliminated, if any.

Trustee Galante stated that she would like to see automation of forms, and software to assist in communications with the residents, as well as business retention beyond of the downtown area.

Trustee Brennan stated he would like to see efficiencies at the Police Department increased with regards to paper tickets versus e-tickets and asked about the software costs. Matt Walsh, Police Chief replied that there is a 2021 Will County mandate for e-tickets but he does not have a cost for the software.

Trustee Mueller noted that the Harlem Avenue corridor at 159th Street should be included in the economic development priorities.

President Vandenberg would like to see senior transportation options investigated as well as one (1) part-time intern in the Mayor's office.

Trustee Glotz asked Forest Reeder, Fire Chief, for an update on the new firehouse. Chief Reeder consulted John Urbanski, Assistant Director of Public Works. Mr. Urbanski stated that it is 59% complete.

Item #6 – RECEIVE COMMENTS FROM THE PUBLIC – President Pro-Tem Glotz asked if there was any one else wished to address the Board. There were none.

Motion was made by Trustee Brennan, seconded by Trustee Brady, to adjourn the Committee of the Whole. Vote by voice call. President Pro-Tem Glotz, declared the motion carried and adjourned the meeting at 7:15 p.m.