

**MINUTES**  
**Special Meeting of the Committee of the Whole**  
**March 16, 2021 – 5:15 p.m.**  
**Village Hall of Tinley Park – Council Chambers**  
**16250 S. Oak Park Avenue**  
**Tinley Park, IL 60477**

President Pro Tem Brennan called the special meeting of the Committee of the Whole on March 16, 2021, to order at 5:19 p.m.

At this time, President Pro Tem Brennan stated this meeting was conducted remotely via electronic participation consistent with Governor Pritzker’s Executive Orders suspending certain requirements of the Open Meetings Act provisions relating to in-person attendance by members of a public body due to the COVID-19 pandemic. President Pro-Tem Brennan introduced ground rules for effective and clear conduct of Village business. Elected officials confirmed they were able to hear one another.

Deputy Clerk Godette called the roll. Present and responding to roll call were the following:

Members Present:       M. Glotz, Village President Pro Tem (Arrived at 5:34)  
                                  C. Berg, Village Trustee (Arrived at 5:23)  
                                  W. Brady, Village Trustee  
                                  W. Brennan, Village Trustee  
                                  D. Galante, Village Trustee  
                                  M. Mueller, Village Trustee

Members Absent:       J. Vandenberg, Village President  
                                  K. Thirion, Village Clerk

Staff Present:           D. Niemeyer, Village Manager  
                                  L. Godette, Deputy Clerk  
                                  J. Urbanski, Public Works Director  
                                  B. Bettenhausen, Village Treasurer  
                                  A. Brown, Assistant Village Treasurer  
                                  D. Persha, Police Sergeant  
                                  F. Reeder, Fire Chief  
                                  D. Framke, Marketing Director  
                                  K. Clarke, Community Development Director  
                                  A. Ardolino, Information Technology Manager

Others Present:        Toni Preckwinkle, Cook County Village Board President (Participated Electronically)

**Item #2 - RECEIVE UPDATE ON COVID 19 FROM COOK COUNTY BOARD PRESIDENT**

**TONI PRECKWINKLE** – President Pro Tem Brennan introduced Toni Preckwinkle, Cook County Village Board President. President Preckwinkle stated Cook County passed a balanced budget with no new taxes along with establishing an equity fund at the end of 2020. She thanked the Village Board for their cooperation and support in opening the first mass COVID-19 vaccination site in Cook County at the Tinley Park Convention Center. The site has been administering more than 2000 vaccines per day since opening on January 26, 2021. Additional vaccination locations have since opened in suburban Cook County.

**Item #3 – REVIEW 2022 FISCAL YEAR BUDGET** – The Committee of the Whole Budget Review included an overview of the 2022 Fiscal Year (FY 22) Budget and presentations by the Fire Department;

Public Works Department; Marketing Department; Community Development; Police Department; EMA/911 Department; Manager's Office and Mayor's Office; Information Technology Department; Clerk's Office and; Finance Department.

Andrew Brown, Assistant Village Treasurer, presented an overview of the FY 22 budget. A total of \$11,907,990 in capital requests were submitted for FY 22; \$6,855,668 has been recommended to be funded. A total of \$1,762,402 in personnel requests were submitted for FY 22; \$376,520 has been recommended. The impact due to the COVID-19 pandemic was outlined along with revenue and expenditure projections for the following funds: Commuter Parking; General; Hotel/Motel; Motor Fuel Tax; Storm Water and; Water & Sewer.

David Niemeyer, Village Manager, presented an overview of the Mayor and Trustees budget. The total budget decreased 5.46% from FY21. Fees relating to meetings and conferences, receptions, and subscriptions and dues are reduced. There is an increase in software licensing and support. A capital request for an Executive Assistant to the Mayor is requested.

Mr. Niemeyer presented the Office of the Village Manager budget. The total budget decreased 2.21% from FY21. Fees relating to contractual services, as well as conferences and training are reduced. There is an increase in software licensing and support. He noted the addition of an online payment portal for residents and a staff newsletter.

Laura Godette, Deputy Village Clerk, presented the Office of the Village Clerk budget. The total budget decreased 10.23% from FY21. Personnel costs and contractual services are reduced. With the recent resignation of Terica Ketchum, the law firm of Peterson, Johnson and Murray will be processing Freedom of Information Act requests. A part-time employee may be needed.

Mr. Brown presented the General Overhead budget. The total budget increased 6.64% from FY21. There are substantial increases in insurance deductibles and legal fees.

Mr. Brown presented the Finance Department budget. The total budget decreased less than 1% from FY21. There was an increase in salary and wages and a decrease in contractual services. Capital requests include Tinley Park Mental Health Center land acquisition, Freedom Detention Pond project, and various projects within the New Bremen TIF. Requests related to Harmony Square and the Enterprise Resource System were deferred to 2023.

Mr. Brown and Anthony Ardolino, Information Technology Manager, presented the Information Technology budget. The total budget decreased less than 1% from FY21. Fees relating to contractual service and computer equipment are reduced. There is an increase in software licensing and support. Capital requests for software maintenance are requested. Hardware, projects, and office equipment requests have been deferred to 2023.

Mr. Brown presented the Police Department budget. The total budget decreased 5.78% from FY21. There is a reduction in the Music Theatre budget and related personnel costs. Revenue from amusement taxes is not included in the FY22 budget. Trustee Mueller asked if Live Nation has cancelled the season. Mr. Niemeyer stated that Live Nation does not anticipate a summer concert season.

Capital requests included requests for vehicle and equipment replacement. Trustee Brennan asked if E-Ticketing was mandatory this year. Darren Persha, Police Sargent, stated this was postponed.

Discussion on the criteria used to evaluate vehicle replacement was had. This procedure will be re-evaluated for all Village vehicles.

A request for three (3) additional patrol officers above the staffing study was not considered for the FY22 budget due to decreased revenue. The intention is to replace patrol officers as retirements occur.

Forest Reeder, Fire Chief, presented the Fire Department budget. The total budget decreased 4.82% from FY21. Commodities were reduced 4.22%. Capital requests include replacement of the Self-Contained Breathing Apparatus (SCBA) which expires June 30, 2021, for which a grant has been applied for. Discussion on purchasing the bottles separate from the pack was had. Mr. Brown will work with Chief Reeder on this item and return to the Board with an update.

Chief Reeder explained the capital request for the replacement of a primary engine. The engine is more than 21 years old and had required more than \$300,000 in repairs. He prefers that a broker be utilized in the sale of this engine.

Chief Reeder thanked the budget team, adding that Claudette Flowers will be retiring on June 30, 2021.

Mr. Brown presented the Emergency Management Agency budget. The total budget decreased 10.03% from FY21. Personnel costs were reduced. A request for a full-time Emergency Planner will be discussed at the mid-year review.

John Urbanski, Public Works Director, presented the Public Works budget. The total budget decreased 11.12% from FY21. Commodities and contractual services were reduced. The line item relating to the resurfacing of the church parking lot was added in error and will not be utilized.

Capital requests include

- New plows
  - 191<sup>st</sup> Street extension
  - 80<sup>th</sup> Avenue widening
  - Sidewalk gap program
  - Bike path
  - Oak Park Avenue train station/plaza landscape replacements
  - Planter replacements
  - Harlem Avenue irrigation repairs
  - Safety trailer
  - LED installation
  - Replacement of water fountains with bottle fillers
  - Replace Access IT door components
  - Fire training tower resurface parking lot
  - Public Works garage roof patching
  - Public Safety server room
  - Pump Station #1 parking lot resurfacing
  - Automated License Plate Reader (ALPR) cameras
  - 911 upgrades
- Pavement Management Program (PMP)  
President Pro Tem Glotz is concerned there is not enough funding for the PMP, which will allow the roads to deteriorate, costing more in the future. Typically, the PMP is \$3 -3.4 million. Mr. Brown replied the loss of revenue from the Red-Light Camera Program has impacted the PMP. Also, the 80<sup>th</sup> Avenue widening and bridge expenses of \$2.5 million were unexpected. Mr. Urbanski added there is a one-year buffer built-in noting once the 80<sup>th</sup> Avenue widening is complete those funds could be used for the next FY PMP, keeping the Village on track. Mr. Brown will work with Mr. Urbanski to find additional funding for the PMP.
  - Sandblasting/Paint light poles on Oak Park Avenue, Phase 1  
As Oak Park Avenue is a main thoroughfare in the Village, President Pro Tem Glotz would like to see all three (3) phases done. Brad Bettenhausen, Village Treasurer, stated these areas would be in the New Bremen or MainStreet North TIF and could be discussed.
  - Shooting range renovation  
Trustee Brennan is concerned about using funds on a facility that may not be used in the future. Mr. Urbanski stated all items replaced could be removed and relocated to another location.
  - Oak Park Avenue & 80<sup>th</sup> Avenue train station repaint garbage cans and benches  
President Pro Tem Glotz suggested using these funds for irrigation system repairs/controller upgrades.
  - President Pro Tem Glotz would like to see the Village Hall lobby, restrooms, and lunchroom renovations as well as the replacement of the retaining walls.

Personnel requests

- Seasonal II - Fleet Department
- Assistant Engineer/Field Technician

President Pro Tem Glotz asked why the Maintenance Technician, approved for FY 21, was not filled and is now no longer recommended, and how staffing levels are relative to the staffing study. Mr. Urbanski stated it was decided to leave the Maintenance Technician position vacant due to the budget. The Streets Department and the Water and Sewer Department are both below the recommended staffing levels. President Pro Tem Glotz would like the Street Division Maintenance Tech to be reconsidered. Mr. Niemeyer noted that many departments are short-staffed. Trustee Galante suggested reviewing all department staffing levels.

Mr. Urbanski presented the Water and Sewer budget. The total budget increased 0.88% from FY21. Water purchase increased due to pass-through increases from providers and the Village's portion of Regional Water Debt Service increased. Capital requests include electronic timekeeping and new vehicles. Personnel requests include a full-time clerk and a maintenance technician.

Kimberly Clarke, Community Development Director, presented the Community Development budget. The total budget decreased 8.92% from FY21. Personnel costs were reduced by 22.43%. A request for a full-time Building Inspector is requested. Despite COVID-19 building permit activity has increased. In March 2020, Mainstar permitting software was implemented. To reflect the strategic direction of the department and to allow the permitting process to be online, additional capital requests in the amount of \$81,000 may be made.

Donna Framke, Marketing Director, presented the Marketing Department budget. The total budget decreased 25.30% from FY21. Personnel costs were reduced by 22.43%. Fees relating to personnel, printing, and program delivery due to COVID-19 restrictions are reduced. If the event schedule resumes the programming will be run as efficiently as possible with the possibility of more sponsorships to help offset some of the costs. Capital requests include additions to the downtown holiday decorations and a study to analyze the best use of the Hotel/Motel tax to maximize tourism. Discussions were held on Cruise Nights, Music in the Plaza, and the Block Party.

**Item #4 –RECEIVE COMMENTS FROM THE PUBLIC –**

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

Laura Godette, Deputy Village Clerk, stated there was no written comment or request to speak telephonically.

Motion was made by Trustee Glotz, seconded by Trustee Mueller, to adjourn the Committee of the Whole. Vote by roll call. Ayes: Berg, Brady, Brennan, Galante, Glotz, Mueller. Nays: None. Absent: None. President Pro Tem Glotz declared the meeting adjourned at 7:39 p.m.

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