

**MINUTES**  
**Special Meeting of the Finance Committee**  
**October 24, 2017 at 6 p.m.**  
**Village Hall of Tinley Park – Council Chambers**  
**16250 S. Oak Park Avenue**  
**Tinley Park, IL 60477**

Members Present: M. Mangin, Chair  
M. Pannitto, Village Trustee  
C. Berg, Village Trustee

Members Absent: None

Other Board Members Present: K. Thirion, Village Clerk  
M. Glotz, Village Trustee

Staff Present: P. Carr, Interim Assistant Village Manager  
B. Bettenhausen, Treasurer  
P. Connelly, Village Attorney  
P. Hoban, Economic Development Manager  
D. Framke, Marketing Manager  
E. Weber, Interim Planner  
S. Malmborg, Planner  
L. Valley, Executive Assistant to the Manager and Trustees  
L. Godette, Deputy Village Clerk  
L. Carollo, Commission/Committee Secretary

**Item #1** - The meeting of the Special Finance Committee Meeting was called to order at 6:01 p.m.

**Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF THE FINANCE COMMITTEE MEETING HELD ON AUGUST 1, 2017** – Motion was made by Trustee Berg, seconded by Trustee Pannitto, to approve the minutes of the Special Meeting of the Finance Committee Meeting held on September 26, 2017. Vote by voice call. Chairman Mangin declared the motion carried.

**Item #3 – REVIEW MONTHLY REPORT FOR SEPTEMBER 2017** - Village Treasurer, Brad Bettenhausen presented a revenue update for September 2017. A summary status of revenues for Sales Tax, Home Rule Sales Tax, Income Tax, Property Tax and Video Gaming, Motor Fuel Taxes, Commuter Parking and Impact fees paid to other governments were the subjects of the report.

**Item #4 – REVIEW ANNUAL POLICE PENSION REPORT** - Village Treasurer, Brad Bettenhausen presented a summary of the required reporting to municipality by the Tinley Park Police Pension Board. Detailed items included total assets as of April 30, 2017, income expected for upcoming year, expenses, investments, participants, benefit disbursements and funding ratio as of May 1, 2017. Currently, there are 76 participants in the fund. Beneficiary payments for fiscal year ended April 30, 2017 totaled 3,138,994. The actuarial asset rate of return is approximately 6.5% and the funding ratio is 74%, which is respectable. The summary also included the Levy request for 2017.

**Item #5 – DISCUSS 2017 TAX LEVY** - Village Treasurer, Brad Bettenhausen presented a recommended calendar to discuss the Tax Levy. The Tax Levy is traditionally discussed nearing the end

of year; however, due to the Village Treasurer's unavailability at that time, the following dates were suggested:

- Tuesday, October 24, 2017 – Finance Committee meets for “determination of levy.”
- Tuesday, November 7, 2017 – First reading of the Levy Ordinance at Board Meeting.
- Tuesday, November 21, 2017 – Levy Ordinance adopted.

The following schedule reflects the latest levy action dates that would allow us to properly meet all of the statutory legal requirements:

- Tuesday, November 21, 2017 – Finance Committee suggested to meet by this date or earlier, if the estimate of levy were determined to be greater than 105% of the previous extended. Truth in Taxation notice and hearing requirements would apply ONLY if amount is greater than 105% of the prior extended levy.
- Sunday, November 26, 2017 – Truth in Taxation notice (Black Box) including date and time of the Public Hearing is published in the newspaper, IF REQUIRED.
- Wednesday, November 29, 2017 – The latest date the Finance Committee can meet IF the estimate of taxes to be levied were less than 105% of the previous extended levy. Truth in Taxation notice and hearing requirements would NOT apply.
- Tuesday, December 5, 2017 – Public Hearing on Levy to be held prior to Board Meeting, IF REQUIRED.
- Tuesday, December 19, 2017 – Levy Ordinance adopted.

Three options were discussed for the 2017 Village levy request:

Option 1 – Same as last year (Hold the levy at the prior year request).

Option 2 – Prior extended levy (Levy the prior year extended levy amount).

Option 3- Village tax cap formula.

**Item #6– DISCUSS REQUEST FOR PROPOSAL (RFP) – OAK PARK AVENUE TRAIN STATION COFFEE SHOP**

– The current lease for restaurant services in the Oak Park Avenue train station is set to expire in May 2018. Staff is requesting direction on how to best utilize the current space. Potential options include:

1. New RFP for services.
2. Extension of current lease.
3. Potential upgrades and improvements.
4. Internal study on potential uses

Chairman Mangin stated within the next 30 days the committee will make a determination in which direction the Village will take regarding the current space.

Norman Elftmann, owner of Cavellini's, the lessee in the current space expressed his concerns. The space does not have a kitchen and he believes a kitchen is needed for a business to be viable in that space. He has a 90-day removal clause in his agreement, which makes it difficult to do contracting jobs due to not knowing what the future might hold for his business. He stated this is an agreement and not a lease.

Trustee Pannitto suggested to Mr. Elftmann have a list of issues concerning the Oak Park Avenue Train Station coffee shop ready to discuss. Chairman Mangin all of Mr. Elftmanns issues and his concerns this will be discussed within a reasonable timeline.

Chairman Mangin reiterated the issues being discussed will be presented at the next Special Finance Committee meeting.

Chairman Mangin stated the audit is in its final stages, scheduled to be completed in a couple of weeks. The fraud assessment has started and will take another 30-40 days until it is finished, which at that point results will be shared with the public.

**Item #7 – RECEIVE COMMENTS FROM THE PUBLIC** – Mike Paus stated he is in support of Mr. Norm Elftmann and his business, Cavellini's staying at the Oak Park Avenue Train Station space. Cavellini's has been in business in Tinley Park for 15 years. He is hopeful Mr. Elftmann and his business remains in Tinley Park. Mr. Paus was also pleased to hear Tinley Park is \$10,000 ahead in video gaming revenue.

Nancy O'Connor asked if there is a plan in place to expedite funding for the Police Pension. Village Treasurer Brad Bettenhausen noted that required contributions are being made in a timely fashion and growth in this plan is steady and stable. Ms. O'Connor is concerned because she believes the Police Staffing Study may result in as many as 15-20 additional Police Officers may be needed in Tinley Park, which is can to affect the pension plan and she believes it is necessary to remain fiscally responsible.

#### **ADJOURNMENT**

Motion was made by Trustee Pannitto, seconded by Trustee Berg, to adjourn the Special Meeting of the Finance Committee. Vote by voice call. Chairman Mangin declared the motion carried and adjourned the meeting at 6:31 p.m.

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