

NOTICE - VILLAGE OF TINLEY PARK
MEETING OF THE COMMITTEE OF THE WHOLE

NOTICE IS HEREBY GIVEN that a Committee of the Whole Meeting of the Village of Tinley Park, Cook and Will Counties, Illinois will be held on Tuesday, July 19, 2022, beginning at 6:00 p.m. in Council Chambers, located in the Tinley Park Village Hall, 16250 South Oak Park Avenue, Tinley Park, Illinois 60477.

THE AGENDA IS AS FOLLOWS:

1. CALL MEETING TO ORDER.
2. ROLL CALL.
3. CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON JUNE 21, 2022.
4. CONSIDER CLASS B LIQUOR LICENSE FOR AMAZON FRESH, 16017 SOUTH HARLEM AVENUE.
5. CONSIDER AMENDMENT TO CHAPTER 74 RESIDENTIAL PERMIT PARKING FOR 17344 OAK PARK AVENUE.
6. CONSIDER A CONTRACT WITH MOHAWK LIFTS/RESOURCES LLC FOR THE PURCHASE OF A FLEET TIRE BALANCER.
7. CONSIDER AN AGREEMENT WITH MUNICIPAL SERVICES CONSULTING FOR POLICE DEPARTMENT SIMULCAST RADIO UPGRADE PHASE # 3.
8. CONSIDER AMENDING TITLE III CHAPTER 32 REGARDING RESIDENCY REQUIREMENTS OF COMMISSIONERS AND COMMITTEE MEMBERS.
9. CONSIDER AMENDMENT TO THE POLICY FOR REVIEW OF WRITTEN MINUTES AND VERBATIM AUDIO RECORDING FOR EXECUTIVE SESSION MEETINGS.
10. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

NANCY M. O'CONNOR, VILLAGE CLERK

ROLL

CALL

MINUTES
Meeting of the Committee of the Whole
June 21, 2022 – 6:00 p.m.
Village Hall - Council Chambers
16250 S Oak Park Ave.
Tinley Park, IL 60477

Item #1 – At 6:01 p.m. the regular meeting of the Committee of the Whole was called to order.

Item #2 - Clerk O'Connor called the roll. Present and responding to roll call were the following:

Members Present: M. Mueller, President Pro Tem
N. O'Connor, Village Clerk
W. Brady, Village Trustee
W. Brennan, Village Trustee
D. Mahoney, Village Trustee
C. Sullivan, Village Trustee
M. Glotz, Village President (Arrived at 6:03 p.m.)

Members Absent: D. Galante, Village Trustee

Staff Present: P. Carr, Village Manager
H. Lipman, Assistant Village Manager
K. Clarke, Community Development Director
J. Urbanski, Public Works Director
D. Framke, Marketing Director
P. O'Grady, Village Attorney

Others Present: Michael E. Wojcik, Senior Vice President, Lead Consultant, The Horton Group
Chris Wojcik Sales Executive, Co-Consultant, The Horton Group
Hamish McDonald, Client Services Vice President, Point B Communications
Mark Mikesell, The Whistle Sports Bar & Grill

Item #3 - CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD JUNE 7, 2022 – Motion was made by Trustee Sullivan, seconded by Trustee Mahoney, to approve the minutes of the Committee of the Whole meeting held on June 7, 2022. President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #4 – CONSIDER AGREEMENT WITH THE HORTON GROUP AS EMPLOYEE BENEFIT CONSULTANT – The Village has typically engaged in reviewing employee benefits consulting/brokerage services every three (3) years upon contract expiration, with two recent 1-year renewals with the current vendor. The RFQ process was conducted for a 3-year term contract in 2014, 2017, and May 2022. Benefit consulting services have been provided by Alliant since July 2017, with a 1-year renewal in 2021 and another 1-year renewal in 2022. The current engagement with Alliant ends on July 14, 2022. Alliant did not submit to the RFQ in May 2022.

In response to 2022-RFQ-005 Professional Services – Employee Benefit Consulting/Brokerage Services, a total of 12 vendors downloaded the RFQ and a total of 1 submission was received.

The Horton Group's comprehensive submission meets the requirements of the RFQ. The Horton Group is a top 50 insurance broker in the United States focused on leading clients with complex needs and limited resources to achieve a higher level of performance. The services offered by The Horton Group are rather comprehensive focusing on strategic planning, financial and benefits analytics, compliance support, administrative services, and other services that will further enhance the overall benefit administration. The submission also includes medical, dental, vision, and life commission rates below standard carrier commissions. The estimated annual commissions are \$144,977 (2.5% for all lines of coverage), a 134% increase over current annual commissions (1.0% medical and dental, 5% vision, 10% life and AD&D). The current commission rates will be honored through the end of the current benefit period, ending September 30, 2022. The estimated increase to FY23 commissions is \$48,396 for the period October 1 through April 30. There are budgeted funds available to absorb this additional cost.

Included services at no additional cost are Eligibility Management, ACA Compliance, Employer Services, Benefits Technology – an online employee benefit website portal with EDI carrier feeds that will eliminate numerous manual benefits processes streamlining benefits administration, Wellness & Population Health Consulting, and administration of the current Village retiree ordinances. It is anticipated that the assigned client team will serve as an extension of the Human Resources Department for benefits administration, enhancing the overall HR benefit service level provided to employees.

Trustee Brennan asked how The Horton Group was working with the Village regarding the premium costs. Michael E. Wojcik, The Horton Group, outlined the services The Horton Group provides which included efficiencies that provide cost savings.

Trustee Mueller noted this is beneficial to both current and retired employees. He also stated he likes the data analytics that will be provided.

Motion was made by Trustee Brennan, seconded by Trustee Brady to recommend the agreement with The Horton Group as Employee Benefit Consultant be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #5 – CONSIDER MEDIA PLAN – Hamish McDonald, Client Services Vice President from Point B Communications presented the strategic media campaign. Meeting and events will be 70% of the campaign while Leisure will make up the remaining 30%. This media campaign is slated to run from July to September 2022.

The mediums recommended for both meeting and events, and leisure were based on a variety of factors including objectives, budgets (\$75K through 2022), timing, and flexibility. Most recommendations represent some sort of digital media (direct display, programmatic display, paid social media, or email). Results, which will be measured daily and reported monthly, will lead to plan adjustments and optimizations. The leisure segment will also include Cable TV. This initiative is a reinvestment of hotel/motel tax.

Programmatic technology automates media buying via a Demand Side Platform (DSP). DSPs are integrated to allow advertisers to purchase digital inventory across a vast range of publisher sites while targeting a specific audience based on demographics, interests, location, or previous browsing behavior. Advantages of programmatic include efficient costs, broad-scale reach, precise targeting, hyperlocal geographic targeting, real-time analytics and optimizations.

Trustee Mueller feels money may be better spent than on Cable TV. Trustee Brennan concurred. Mr. McDonald explained those results can be measured, and adjustments can be made if it is found the strategy is not successful. Trustee Brennan concurred. Trustee Mueller added this is only one aspect of the marketing campaign which utilizes the hotel/motel tax.

President Glotz likes the plan and its flexibility.

Item #6 – CONSIDER A REDEVELOPMENT GRANT FOR THE WHISTLE BAR & GRILL, 7537 159th STREET – Mark Mikesell of The Whistle Sports Bar & Grill (Applicant) proposes to renovate the existing patio space at 7537 159th Street. The proposed plan will enclose the existing 513 sq. ft. patio for all-year-round use. The proposed plan will remove existing concrete and construct a brick veneer wall to match the existing facade.

In 2020, the Village adopted Resolution No. 2020-R-063 to create a redevelopment grant. The reason for the grant was to support those properties in our community where the costs involved to rehabilitate existing structures may be greater than the value of the structure or exceed the funding ability of the property owner. As such, property owners may lack the motivation to rehabilitate these sites due to the low rate of return on their investment. Through the grant, the Village was looking for ways to incentivize these properties and encourage site and building improvements that will enhance the overall aesthetics of the area for residents, as well as improve the property value and resulting Equalized Assessed Value (EAV) for the parcel. The program intends to provide grants for the following purposes: façade improvements, code compliance, stormwater management; parking lot improvements; and environmental remediation. This request would fall into the façade improvement purpose.

The Applicant has worked with the Building Department to ensure that the proposed design complies with Village codes. The Applicant submitted two proposals for the grant requested. The Applicant is requesting the maximum grant amount of \$30,000 for the patio work. The application submitted noted a request for \$35,000 but the applicant was not aware of the \$30,000 cap. The proposal amounts are:

Scope of Work	General Building Supply	Creation Carpentry
Construct front patio enclosure with windows	\$122,000.00	\$160,000.00

Creation Carpentry, located in Mokena, is the Applicant's preferred contractor. Staff contacted the second contractor for a more detailed quote; they have not responded.

It is staff's opinion this property was not identified as a property intended for the Redevelopment Grant because it does not have a significant vacancy and the property/building is in good condition. The grant's goal is to support those properties where the costs involved to rehabilitate existing structures may be greater than the value of the structure or exceed the funding ability of the property owner. However, the project will improve the aesthetics of the property and increase revenue for the business by having an area that can be used all year round. The Economic Commercial Commission discussed the proposed improvements and felt that the scope of work met the intent of the grant and recommended by a vote of 5-0 to approve the Redevelopment Grant request for The Whistle Sports Bar & Grill in an amount not to exceed \$30,000 for façade renovations to enclose the patio.

Trustee Sullivan asked if there is an application deadline. Ms. Clarke stated there are deadlines in the Resolution.

Trustee Brennan asked if the garage doors will remain. Mr. Mikesell stated the doors will remain and the windows will open.

Motion was made by Trustee Mueller, seconded by Trustee Brennan to recommend a Redevelopment Grant for The Whistle Bar & Grill, 7537 159th Street be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #7 – CONSIDER 2022 PAVEMENT MARKING PROGRAM – This work consists of furnishing and installing paint, and modified urethane pavement markings as well as grooving for the pavement markings at various locations throughout the Village.

Five (5) bids were received and publicly read on June 15, 2022. The Village Clerk and Village Engineer were present at the bid opening. The lowest, responsible bidder is Traffic Control Company in the amount of \$182,544.78.

Contractor	Location	Base Bid Total
Traffic Control Company	South Holland, IL	\$182,544.78
Superior Road Striping	Melrose Park, IL	\$237,572.05
Precision Pavement Markings	Pingree Grove, IL	\$243,002.50
Maintenance Coatings Co	South Elgin, IL	\$269,047.75
Roadsafe Traffic Systems	Romeoville, IL	\$533,927.80
Engineer's Estimate		\$216,857.31

Staff has reviewed and verified the bids and recommends award of the project with the option of two (2) one-year renewals for a potential three (3) year service contract with an annual increase of 3% or 100% of the annual change in Consumer Price Index (CPI-U) for the proceeding calendar year to the low qualified bidder, Traffic Control Company. Traffic Control Company is pre-qualified through IDOT for the work required as part of this contract, employs union workers, and met the bid proposal requirements. Traffic Control Company has completed the Village's Pavement Marking Program in the past with satisfactory work.

Funding is budgeted for in the FY23 General Fund Budget (01-26-023-75802).

Budget Available:	\$250,000.00
Lowest Responsible Bidder:	\$182,544.78
Contingency Amount:	<u>\$ 67,455.22</u>
Difference:	\$ 0.00

Trustee Brennan asked if the contingency amount was being held or if additional work has been identified. Mr. Urbanski stated the additional work has been identified.

Motion was made by Trustee Brady, seconded by Trustee Mahoney to recommend the 2022 Pavement Marking Program be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #8 – CONSIDER EMERGENCY CONTRACT WITH AIRY'S INCORPORATED FOR REPAIR OF A 24" WATER MAIN – During the annual leak survey of water distribution system, a leak was found on the 24" water main which runs parallel to 183rd Street from Tralee Trail headed west. Due

to the pipe size, depth, and location of the water main, we contacted Airy's Inc. on an emergency basis to repair the leak. While prepping the pipe to install the repair clamp, the pipe was found to be in extremely poor condition. The section of water main is still isolated due to the risk of other catastrophic failures. It has been determined the most effective and expeditious repair is to pull a 20" high-density polyethylene (HDPE) pipe through the existing 24" ductile iron water pipe.

Considering the urgency of the repair, rather than using the formal bid process, five contractors were contacted to submit quotes to perform the work. Two contractors preferred not to submit quotes, the remaining three contractors offered the following quotes:

Contractor	Location	Quote
Airy's Inc.	Joliet, IL	\$371,835
Austin Tyler Construction	Elwood, IL	\$466,605
Benchmark Construction	Bartlett, IL	\$578,000

Funding in the amount of \$371,835 is available for use through the recently procured bond and was previously discussed with the Village Administration.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Brennan to recommend an Emergency Contract with Airy's Incorporated for the repair of a 24" Water Main be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #9 – CONSIDER PROFESSIONAL SERVICES AGREEMENTS WITH CHRISTOPHER B. BURKE ENGINEERING AND ROBINSON ENGINEERING – Christopher B. Burke Engineering, Ltd. (CBBEL) and Robinson Engineering Ltd. (REL) provide the Village with various Engineering services. Both previous service agreements with CBBEL and REL were antiquated with outdated rates and an update was needed. CBBEL and REL have both provided great service and continually exceed expectations. The CBBEL agreement includes annual rate terms through 4/30/2025. The REL agreement includes rates through the end of the 2022 calendar year.

Trustee Mueller asked Mr. Urbanski if he was happy with both engineering firms. Mr. Urbanski replied yes.

Motion was made by Trustee Mahoney, seconded by Trustee Brennan to recommend professional services agreements with Christopher B. Burke Engineering and Robinson Engineering be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #10 – CONSIDER REDUCING ONE CLASS P LIQUOR LICENSE – SALINA'S CATERING, 7551 175TH STREET – Due to the recent closure of Salina's Pizza and catering, formerly located at 7551 175th Street, a reduction of one Class P license was proposed.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Sullivan, seconded by Trustee Brady to recommend reducing one Class P Liquor License – Salina's Catering, 7551 175th Street be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #11 – CONSIDER APPOINTMENT OF KLEIN, THORPE, AND JENKINS, LTD. AS ADMINISTRATIVE HEARING OFFICER FOR THE VILLAGE OF TINLEY PARK – The approval of Klein, Thorpe & Jenkins, Ltd.’s Engagement Letter would authorize the Village to utilize their services as its Administrative Hearing Officer.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Brennan, seconded by Trustee Mahoney to recommend the appointment of Klein, Thorpe, and Jenkins, Ltd. as the Administrative Hearing Officer for the Village be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #12 – RECEIVE COMMENTS FROM THE PUBLIC –
A resident commented on their water bill.

Motion was made by Trustee Mahoney, seconded by Trustee Brady, to adjourn the Committee of the Whole. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the meeting adjourned at 6:55 p.m.



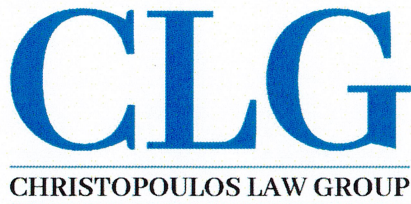
Interoffice Memo

Date: July 19, 2022
To: Village Board of Trustees
From: Kristin Thirion
Subject: Amazon Fresh - Class B Liquor License Request

The petitioner, Amazon Retail LLC, has approached the Mayor's Office seeking a Class B license for a new *Amazon Fresh* store located at 16017 South Harlem Avenue.

Amazon Fresh will be a grocery store, the primary purpose of which will be to sell groceries (including fresh produce, meat, dairy items, and prepared foods), household goods, and general merchandise as well as packaged liquor (beer, wine, and spirits). The proposed hours of operation are 7 AM to 10 PM from Sunday to Saturday.

The current opening goal is for Fall 2022, though that date is in flux and contingent upon completion of construction and installation of all operational equipment.



April 21, 2022

Mayor Michael Glotz
Village of Tinley Park
16250 S. Oak Park Ave.
Tinley Park, IL 60477

**RE: Amazon Retail LLC d/b/a *Amazon Fresh*
Class B Liquor License Application (16017 S Harlem Ave., Tinley Park)**

Dear Mayor Glotz:

Our firm represents Amazon Retail, LLC d/b/a *Amazon Fresh* ("Amazon"). We ask that you please accept this letter as notification of our intent file a liquor license application on behalf of Amazon for its proposed *Amazon Fresh* store to be located at 16017 S Harlem Ave, Tinley Park.

Amazon Fresh will be a grocery store, the primary purpose of which will be to sell groceries, including fresh produce, meat, and dairy items, and prepared foods, household goods and general merchandise as well as package alcohol (beer, wine, and spirits). The proposed hours of operation are 7 am to 10 pm, Sunday to Saturday. The current goal opening is Fall 2022 though that date is in flux depending upon completion of construction and installation of all operational equipment.

Upon review of the Tinley Park Municipal Code, we believe that a Class B Liquor License is required to allow for the sale of package alcohol from the proposed location. A corresponding application and supplemental materials were included in the packet to Ms. Lipman for which we kindly request your review.

We would be happy to address any questions that you may have or meet with you directly to discuss our request in detail. Thank you in advance for your consideration.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kristina D. Dickens", written in a cursive style.

Kristina D. Dickens



Interoffice Memo

Date: July 19th, 2022

To: Village of Tinley Park Board of Trustees

CC: Kimberly Clarke, Community Development Director

From: Jarell Blakey, Community Development Management Analyst

Subject: Amending Title VII Chapter 74 of the Tinley Park Municipal Code

SUMMARY

The Village entered into resolution 2020-R-096, dedicating three spots for exclusive tenant use at 17344 Oak Park Avenue. (See exhibit A) The Village has placed signage to acknowledge these spots (see exhibit B), however to extend enforcement authority to the Village, Staff is seeking the adoption of this ordinance.

BACKGROUND

On October 14th, 2020, The Village and Elevated Enterprises, LLC. Entered into agreement 2020-R-096. The terms of this agreement included the property owner giving the village two-way drive aisle access in exchange for three tenant exclusive parking spaces for a period of no less than 20-years. The spaces were formerly part of the John T. Dunn Public Safety Building parking lot. The village, in accordance with the agreement, posted signage dedicating the three tenant spaces and has issued placards accordingly. To effectively regulate the parking activity within these three spaces, Staff has found it necessary to amend Title VII Chapter 74 of the Tinley Park Municipal Code "Traffic Regulations" to include the three aforementioned spaces. The amendment of this section of the municipal code will give the appropriate enforcement authority to the Village.

REQUEST

Staff requests the Village Board of Trustees adopt this ordinance.

Exhibit A



Exhibit B



THE VILLAGE OF TINLEY PARK

Cook County, Illinois

Will County, Illinois

ORDINANCE NO. 2022-O-XX

**AN ORDINANCE AMENDING TITLE VII CHAPTER 74 OF THE
VILLAGE OF TINLEY PARK MUNICIPAL CODE TO INCLUDE
RESIDENTIAL PERMIT PARKING AT 17344 OAK PARK AVE**

**MICHAEL W. GLOTZ, PRESIDENT
NANCY M. O'CONNOR, VILLAGE CLERK**

**WILLIAM P. BRADY
WILLIAM A. BRENNAN
DIANE M. GALANTE
DENNIS P. MAHONEY
MICHAEL G. MUELLER
COLLEEN M. SULLIVAN
Board of Trustees**

Published in pamphlet form by authority of the President and Board of Trustees of the Village of Tinley Park
Peterson, Johnson, & Murray Chicago, LLC, Village Attorneys
200 W. Adams, Suite 2125 Chicago, IL 60606

VILLAGE OF TINLEY PARK

Cook County,
Illinois Will
County, Illinois

ORDINANCE NO. 2022-O-0XX

**AN ORDINANCE AMENDING TITLE VII CHAPTER 74 OF THE
VILLAGE OF TINLEY PARK MUNICIPAL CODE TO INCLUDE
RESIDENTIAL PERMIT PARKING AT 17344 OAK PARK AVE**

WHEREAS, Section 6(a) of Article VII of the 1970 Constitution of the State of Illinois provides that any municipality which has a population of more than 25,000 is a home rule unit, and the Village of Tinley Park, Cook and Will Counties, Illinois, with a population in excess of 25,000 is, therefore, a home rule unit and, pursuant to the provisions of said Section 6(a) of Article VII, may exercise any power and perform any function pertaining to its government and affairs, including, but not limited to, the power to tax and to incur debt; and

WHEREAS, on December 4, 2012, the Village of Tinley Park (“Village”) adopted Ordinance No. 2012-O-044, amending parking regulations regarding the Village’s commuter parking lots; and

WHEREAS, the Village entered into a parking lease agreement, 2020-R-096, which granted the property owner of 17344 Oak Park Avenue Tinley Park, Illinois to utilize three parking stalls within the public safety parking lot solely for their residential tenants. Attached hereto as **Exhibit A**; and

WHEREAS, the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have determined that it is in the best interest of the Village of Tinley Park and its residents to amend the Chapter 74, “PARKING LOTS; PARKING AND FIRE LANE REGULATIONS; VIOLATION PROCEDURE,” of Title VII, “TRAFFIC CODE,” of the Village of Tinley Park Code of Ordinances to permit parking for tenants of the 17344 Oak Park Avenue property in three (3) commuter parking spaces with the use of placards.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS, STATE AS FOLLOWS:

SECTION 1: The foregoing recitals shall be and are hereby incorporated as finding of fact as if said recitals were fully set forth herein.

SECTION 2: That Section 74.080, “PARKING BY PERMIT ONLY,” of Chapter 74, “PARKING LOTS; PARKING AND FIRE LANE REGULATIONS; VIOLATION PROCEDURE,” is hereby amended by adding the underlined language, as follows:

§ 74.080 PARKING BY PERMIT ONLY.

(E) Exceptions.

- (1) Parking spaces indicated as "two hour parking only;"
- (2) Parking spaces indicated as "three hour parking only;"
- (3) Parking spaces indicated as "Employee parking only;"
- (4) Parking spaces indicated as or similar nomenclature; "Coffee Shop parking only - three hour limit,"

(5) The village, at its discretion, may choose not to enforce the display of a valid parking permit as provided under this subsection between certain hours on weekdays (Monday through Friday); on weekends (Saturday and Sunday); or on certain designated holidays. For the purpose of this section, designated holidays are identified as follows, and as applicable, applies to the day on which the following events are observed, if said event falls on a weekend: New Year's Day, Martin Luther King, Jr. Birthday, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the following day, and Christmas Day. If such exceptions are provided, it shall be so indicated by sign.

(6) Parking of up to three (3) vehicles shall be permitted to tenants of the 17344 Oak Park Avenue Building provided a placard with such authorization is displayed so as to be clearly visible from the front windshield of the parked vehicle.

SECTION 3: Any policy, resolution, or ordinance of the Village that conflicts with the provisions of this Ordinance shall be and is hereby repealed to the extent of such conflict.

SECTION 4: That this Ordinance shall be in full force and effect from and after its adoption and approval.

SECTION 5: That the Village Clerk is hereby ordered and directed to publish this Ordinance in pamphlet form, and this Ordinance shall be in full force and effect from and after its passage, approval, and publication as required by law.

[Intentionally left blank]

PASSED THIS ____ day of July, 2022.

AYES:

NAYS:

ABSENT:

APPROVED THIS ____ day of July, 2022.

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

STATE OF ILLINOIS)
COUNTY OF COOK) SS
COUNTY OF WILL)

CERTIFICATE

I, NANCY O’ CONNOR, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Ordinance No. **2022-O-0xx**, “ **AN ORDINANCE AMENDING TITLE VII CHAPTER 74 OF THE VILLAGE OF TINLEY PARK MUNICIPAL CODE TO INCLUDE RESIDENTIAL PERMIT PARKING AT 17344 OAK PARK AVE,**” which was adopted by the President and Board of Trustees of the Village of Tinley Park on the ____ day of July, 2022.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this ____ day of July, 2022.

NANCY O’ CONNOR
VILLAGE CLERK



Interoffice Memo

Date: July 13, 2022

To: Pat Carr, Village Manager
Hannah Lipman, Assistant Village Manager
John Urbanski, Public Works Director

From: Terry Lusby, Jr., Facilities & Fleet Superintendent

Subject: Approve Public Works Fleet Tire Balancer Purchase

Presented at the Committee of the Whole and Village Board meetings for consideration and possible action.

Description: Approve the Public Works Fleet Department tire balancer purchase that is valued over \$20,000.

Background: The current tire balancer is approximately 21 years old and is in poor working condition. It has experienced multiple failures in the past few years which has warranted for a full replacement. Staff is requesting authorization to purchase a new tire balancer through the Sourcewell Cooperative contract (#013020-MRL) from Mohawk Lifts/Resources LLC.

Budget / Finance: Funding is budgeted and available in the approved FY23 Budget; Municipal Buildings Fund.

Budget Available	28,888
Purchase Amount	23,187
Difference – Under Budget	\$5,701

Staff Direction Request:

1. Approve purchase through the Sourcewell Cooperative contract from Mohawk Lifts/Resources LLC, of New York for a new tire balancer as estimated in the following amount of \$23,187.
2. Direct staff as necessary.



Interoffice Memo

Date: August 12, 2022
To: Pat Carr – Village Manager
From: John Urbanski – Public Works Director
Subject: Purchase Request – PD Simulcast Radio Upgrade Phase #3 (Final)

Presented for the Committee of the Whole/Village Board Meeting consideration and possible action.

Description: As a main operational function of the Police Department's activities, the radio system receives annual maintenance checks. In response to an increase of "issues" compared to our standard of reliability for a system our size (over 90,000 transmissions per year at 98% reliability), staff requested an updated review and recommendation.

In response to findings, research to better improve the system coverage and operation for improved inbuilding coverage throughout the Village led staff to engineer a multi-site (simulcast) system operation. In conjunction with the findings of the system analysis along with improvements in technology, it was this recommendation that would assist with increased coverage and reduce some of the issues previously experienced within the Village. Currently, the radio system transmits to dispatch from a single site when field operations occur. This limits the potential of the system and signal. A simulcast system allows multiple transmitters at multiple locations, therefore creating a larger coverage footprint. This upgrade allows for a (3) site simulcast system that will allow migration to P25 VHF operation (digital) and upgrade and (8) receiver sites in (10) existing locations and (1) new location (Post #1).

Finishing the phased approach of improvements with this final purchase, staff recommends purchasing the remaining equipment for Phase #3 of the system.

This phase includes installation of purchased equipment from Phase #2 Village Board approval, August 2021. Equipment consists of network gear, multiplex equipment, multicoupler equipment, UPS and labor for installation of entire system as proposed in previous phases. It is the recommendation of staff that the Village Board approve project coordination for the remaining equipment and installation by Municipal Services Consulting (MSC) to our simulcast upgrade as reflected in the attached proposal of \$193,000.

Staff Direction Request:

1. Approve Purchase Order for Phase #3 equipment installation and project coordination with Municipal Services Consulting, in the amount of \$193,000 for simulcast equipment at a total of eleven (11) sites as requested and approved in the FY22 budget.
2. Direct Staff as necessary.

Attachment:

1. Municipal Services Consulting Proposal
2. MSC Description and Justification Letter



955 E. Commerce Dr. Suite A, Traverse City, MI 49685
(231) 409-4111 Fax (231) 929-4580

mmachuta@aol.com

July 12, 2022

Mr. John Urbanski, Director
Public Works Department
Village of Tinley Park, IL

Re: Request for Purchase Order for the Police Department "Simulcast System" Console Interface, System Testing and Verification. Budget line item "T" \$193,000.00.

Dear Director, Urbanski:

MSC has physically staged the site equipment for the transmitter and receiver sites and is now in the process of final operational testing and verification to include the following.

- Receiver sites (8)
 - Network configuration and latency verification
 - Audio level settings
 - RF receive measurements
- Transmitter sites (3)
 - Network configuration and latency verification
 - Audio level measurements
 - RF receive measurements
 - RF transmit measurements
 - Deviation measurements
 - Phase relationship measurements
 - GPS calibration
- Console interface
 - Audio calibration
 - Audio level setting
 - Network routing
- Coverage testing
 - System quality
 - Village wide testing
 - Complete documentation of testing results
- Request covers services and equipment from MSC and the factory .
- Subcontractor services for network upgrade, tower, antenna, and equipment will be issued from the balance of the budget line item.

Sincerely, Max Machuta



955 E. Commerce Dr. Suite A, Traverse City, MI 49685
(231) 409-4111 Fax (231) 929-4580

mmachuta@aol.com

July 12, 2022

Mr. John Urbanski, Director
Public Works Department
Village of Tinley Park, IL

Re: Request for Purchase Order for the Police Department Simulcast System Operation and Interconnectivity to the Village Communications System and Dispatch \$193,000.00.
Budget line item "T" \$248,000.00.

Dear Director, Urbanski:

MSC is issuing the project description for the attached PO request.

System Milestones Completed:

- System equipment installed at (10) sites, (3) transmitter sites and (7) receiver sites.
- Site upgrades completed, cabinets, racks, power, HVAC, and initial connectivity to system.

System milestones required for operational completion, system verification, coverage testing, and documentation of system performance are listed in the request for Purchase Order attached. The request for \$193,000.00 completes the operational readiness tasks allocated to MSC. The balance of the budget line item will be issued for subcontractors, network upgrade, tower work and additional equipment requirements for isolation and rejection devices.

Sincerely, Max Machuta



Interoffice Memo

Date: July 19th, 2022

To: Village Board of Trustees

From: Kristin Thirion

Subject: Proposed Ordinance Amending Title II, Chapter 32: Residency Requirements of Commissioners and Committee Members

The proposed Ordinance would amend Village residency requirements of Commissions and Committees to include Village business owners who do not reside in the Village, provided that a majority of a given Commission or Committee members are residents of the Village.



Interoffice Memo

Date: July 19, 2022

To: Village Board

From: Nancy O'Connor, Village Clerk

Subject: Amended Executive Session Written Minutes and Verbatim Audio Recording Review Policy for Board of Trustees

This Resolution amends Resolution 2020-R-109 and clearly spells out the policy for the steps to be taken by the Board of Trustees to request review of written minutes and verbatim audio recordings of Executive Session meetings.

THE VILLAGE OF TINLEY PARK

Cook County, Illinois

Will County, Illinois

RESOLUTION NO. 2022-R-

**A RESOLUTION AMENDING THE AUTHORIZATION OF
THE EXECUTIVE SESSION WRITTEN MINUTES AND
VERBATIM AUDIO RECORDING REVIEW POLICY
FOR THE BOARD OF TRUSTEES**

**MICHAEL W. GLOTZ, PRESIDENT
NANCY M. O'CONNOR, VILLAGE CLERK**

**WILLIAM P. BRADY
WILLIAM A. BRENNAN
DIANE M. GALANTE
DENNIS P. MAHONEY
MICHAEL G. MUELLER
COLLEEN M. SULLIVAN
Board of Trustees**

RESOLUTION NO. 2022-R-

**A RESOLUTION AMENDING THE AUTHORIZATION OF
THE EXECUTIVE SESSION WRITTEN MINUTES AND
VERBATIM AUDIO RECORDING REVIEW POLICY
FOR THE BOARD OF TRUSTEES**

WHEREAS, the Village of Tinley Park, Cook and Will Counties, Illinois, is a home rule municipal corporation as provided in Article VII, Section 6 of the 1970 Constitution of the State of Illinois and, pursuant to said constitutional authority, may exercise any power and perform any function pertaining to its government and affairs for the protection of the public health, safety, morals and welfare government and affairs for the protection of the public health, safety, morals and welfare; and

WHEREAS, the Village of Tinley Park sets practices for the Board of Trustees to review written minutes and verbatim audio recordings of Executive Session meetings; and

WHEREAS, the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have determined that it is in the best interest of said Village of Tinley Park to adopt the attached Executive Session Written Minutes and Verbatim Audio Recording Review Policy for the Board of Trustees, attached hereto as **EXHIBIT 1**, to establish the Village of Tinley Park's general standards and responsibilities for the setting acceptable practices for the Board of Trustees to review written minutes and verbatim audio recordings of Executive Session meetings.

NOW, THEREFORE, Be It Resolved by the President and Board of Trustees of the Village of Tinley Park, Cook and Will Counties, Illinois, as follows:

SECTION 1: The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

SECTION 2: The Executive Session Written Minutes and Verbatim Audio Recording Review Policy for the Board of Trustees, attached hereto as **EXHIBIT 1**, is hereby approved.

SECTION 3: Any policy, resolution, or ordinance of the Village that conflicts with the provisions of this Resolution or the attached Policy shall be and is hereby repealed to the extent of such conflict.

SECTION 4: That the Village Clerk is hereby ordered and directed to publish this Resolution in pamphlet form, and this Resolution shall be in full force and effect from and after its passage, approval, and publication as required by law.

SECTION 5: That this Resolution shall take effect from and after its adoption and approval.

ADOPTED this 19th day of July, 2022, by the Corporate Authorities of the Village of Tinley Park on a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this 19th day of July, 2019, by the President of the Village of Tinley Park.

Village President

ATTEST:

Village Clerk

EXHIBIT 1

Executive Session Written Minutes and Verbatim Audio Recording Review Policy for the Board of Trustees

DRAFT

Executive Session Written Minutes and Verbatim Audio Recording Review Policy for the Board of Trustees

1. In order to request to review written executive session minutes or to listen to executive session verbatim audio recordings, members of the Board of Trustees must send an email request to the Village Clerk, Deputy Village Clerk, Village Manager, and Village Attorney, with the specific dates for the Executive Session written minutes or Executive Session verbatim audio recordings they would like to review.
2. After approval by the Clerk, the Board Trustee requesting the review must contact the Deputy Clerk to set up an appointment to review the requested executive session written minutes or executive session verbatim audio recordings.
3. Review of executive session written minutes or executive session verbatim recordings will be done in the Vogt Conference Room at the Village Hall in the presence of the Deputy Clerk and any Elected Official of the public body. The door to this room will be kept open and no phones or recording devices will be allowed in the room. The Board Trustee must provide their own headset / ear buds for listening.
4. No verbatim notes in part or in whole are allowed. At the end of the requested review process, any notes that are taken by the reviewer shall be copied and kept on file in the Clerk's Office.
5. If the above items are not complied with, the review of executive session written minutes or executive session verbatim audio recordings will be terminated.

STATE OF ILLINOIS)
COUNTY OF COOK) SS
COUNTY OF WILL)

CERTIFICATE

I, NANCY M. O’CONNOR, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2022-R-, “**A RESOLUTION AMENDING THE AUTHORIZATION OF THE EXECUTIVE SESSION WRITTEN MINUTES AND VERBATIM AUDIO RECORDING REVIEW POLICY FOR THE BOARD OF TRUSTEES**”, which was adopted by the President and Board of Trustees of the Village of Tinley Park on July 19, 2022.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this _____ day of July, 2022.

VILLAGE CLERK

PUBLIC COMMENT

ADJOURNMENT