

MINUTES
Special Committee of the Whole
October 13, 2015
Fulton Conference Room
6:30 p.m.

Members Present: D. Seaman, Mayor
P. Rea, Village Clerk
B. Maher, Village Trustee
T. Grady, Village Trustee
M. Pannitto, Village Trustee
J. Vandenberg, Village Trustee
B. Younker, Village Trustee
B. Brady, Village Trustee

Members Absent: None

Staff Present: D. Niemeyer, Village Manager
M. Mertens, Assistant Village Manager
S. Tilton, Assistant Village Manager
B. Bettenhausen, Village Treasurer
A. Connolly, Planning Director
B. Balling, Interim Public Works Director
S. Kisler, Planning Department

Others Present: S. Eberhardt, Resident
S. Sepessy, Resident
M. Nolan, Southtown
M. Gilbert, Tinley Junction
D. Farr, FARR & Assoc.
J. Dickerson, S.B. Friedman

Item #1: Call Meeting to Order - Motion was made by Trustee Younker, seconded by Trustee Brady to call the October 13, 2015, Special Committee of the Whole meeting to order. Vote by voice call: Mayor Pro Tem Maher declared the motion carried and called the meeting to order at 6:30 p.m.

Item #2: Consider Approval of the Minutes of the Special Committee of the Whole Meeting Held on September 22, 2015. Motion was made by Trustee Grady, seconded by Trustee Brady to approve the minutes of the Special Committee of the Whole meeting held on September 22, 2015. Vote by voice call: Mayor Pro Tem Maher declared motion carried.

Item #3: RECEIVE OVERVIEW PRESENTATION BY FARR ASSOCIATES FOR PHASE ONE (1) AND PHASE TWO (2) OF THE TINELY PARK MENTAL HEALTH CENTER REDEVELOPMENT PLAN. – AVM Mertens introduced Doug Farr, FARR Assoc., and Jeff Dickerson, S.B. Friedman, to review the Phase I and Phase II proposals for the Tinley Park Mental Health Center project. Doug Farr highlighted his firm's background and experience as well as the partnership with S.B. Friedman. Doug highlighted the Phase I project that was completed a year ago for the Village. During the presentation, Doug answered questions from the elected officials on the Master Planning, public input and phasing. He then presented an overview of what would encompass a comprehensive Phase II Master Plan. Upon discussion, the consensus of the Committee was to request an update on the cost for the Phase I project and a formal quote for the Phase II Master Plan as discussed. This item will be presented at a Joint Finance and Planning Committee meeting on October 27, 2015 and formal consideration by the Village Board on November 3, 2015.

Item #4: DISCUSS OUTDOOR HOLIDAY DECORATION PROPOSALS. – Bill Balling presented a summary of the quotes received for the holiday decorations for the Downtown Oak Park Avenue area. Included in this professional scope of work is the installation and removal of exterior holiday decorations at the Oak Park Avenue train station, light poles on the platforms and garland and wreath installation. Also included are the installation, removal and storage for the 30ft Christmas tree at Zabrocki Plaza and decorating the evergreen tree at Oak Park Avenue and Hickory. Four proposals were received and the lowest and most responsive bidder was Outdoor Accents at \$18,940.50. This item was \$11,059.50 under the available budget. Upon discussion, the consensus of the Committee was to move forward with the proposal as presented.

Item #5: DISCUSS RELEASE OF EASEMENT FOR 80TH AVENUE SOUTH COMMUTER PARKING LOT. – Village Treasurer, Brad Bettenhausen, presented a request to release an easement between the Village of Tinley Park and Metra related to the 80th Ave. parking facilities. This easement dates back to the 1993 Management Agreement and is no longer required as the Village now owns the land pertaining to the easement agreement. Staff is recommending that the Village Board release the easement agreement and update the Management Agreement accordingly. This item will be presented at the October 20th Village Board meeting for formal consideration.

Item #6: DISCUSS DEMOLITION REIMBURSEMENT AGREEMENT FOR 6724 NORTH STREET. – AVM Mertens presented a reimbursement request for the demolition of the property located at 6724 North Street. The Village has been in contact with the property owner to abate the public nuisance. The property owner has requested reimbursement of this TIF eligible expense. Upon discussion, the consensus of the Committee was to recommend reimbursement of this demolition expense with this item to be formally discussed at the October 20th Village Board meeting.

Item #7: DISCUSS OPEN ITEMS LIST

Mayor – Mayor Seaman advised the Board that there will be a number of special meetings over the next couple of months to include a Village bus tour, Strategic Planning and Mid-Year Budget.

Clerk's Office – Clerk Rea reviewed the number of documents typically processed by the Village. He highlighted the quarterly results of the sweep FOIAs and individual FOIAs, including average times, cost and impact to Village staffing. The Clerk further advised that his office is currently working on document management and a transparency policy to be presented at a future committee meeting.

Budget & Admin – Trustee Brady advised that he is yet to schedule a time to review the Ethics Ordinance with AVM Mertens and will coordinate a time to review recommendations and further consideration by his committee. Trustee Brady presented the research and cost estimate options as provided by staff for the proposal to video tape Village Board meetings. This item will be presented at a future Budget Committee meeting for formal recommendation.

Trustee Brady advised that he has reviewed the draft financial statements as provided by the auditors. He will be coordinating a presentation by the audit firm to his Budget, Audit and Administration Committee. Additionally, he may recommend that the Village consider hiring a person to perform day to day internal audits.

Building & Compliance – AVM Mertens presented an overview of the ICC Code update schedule as well as an update on the property maintenance projects. He then presented an overview of the ongoing commercial construction projects throughout the Village.

Finance & Economic Development – Trustee Maher advised that staff will be presenting a recommended update on the financial policy during the month of November. He then presented an overview of the marketing

for the Downtown Business District as well as communication with residents. Mayor Seaman requested that staff continue an area marketing campaign as it relates to the Downtown area. The Village Manager stated that the residential survey was sent out the first week of October and he anticipates seeing results by the beginning of November. Trustee Maher highlighted the concepts presented as part of the Roger Brooks tourism analysis and recommended that a formal presentation be made to the Village Board prior to the Mid Year Budget session. Trustee Vandenberg requested that a review be done regarding the possibility of creating full time positions or additional part time positions for the Marketing Department to handle the communication and ongoing promotional needs of the Village.

AVM Mertens provided an overview of the status for the North Street, South Street and Old Central Middle School sites. Staff was directed to further review the concepts and costs for the expanded plaza project as well as the quantity and location of handicapped parking within the commuter lots.

Planning & Zoning – Trustee Vandenberg updated the Committee regarding upcoming discussions and potential changes to the Village’s Legacy Text Amendments and also updates to the Tinley Park Landscape Code. He then provided an update of the projects going through the Plan Commission and advised the Board that staff is reviewing proposals for a sign code text amendment. Lastly, Trustee Vandenberg updated the Board on Commissioner training for the ZBA and Plan Commission.

Public Safety – Trustee Grady presented an update of the Red Light Camera Program and specifically highlighted the transfer from Redflex to SafeSpeed.

Public Works & Boundaries – Trustee Younker updated the Committee on several construction projects going on throughout the community. AVM Mertens provided an overview of the 183rd St. Roundabout Project and reminded the Board of the reimbursement needed for the Phase II engineering monies now that the project will not be moving forward. Staff was directed to double check the status on the traffic counts on the Oak Park Avenue Reconstruction Project. The Legacy Pond will be further discussed at a Special Committee of the Whole meeting on October 27th.

Motion was made by Trustee Younker, seconded by Trustee Brady to adjourn the Special Committee of the Whole meeting. Vote by voice call. Mayor Pro Tem Maher declared the motion carried and adjourned the Special Committee of the Whole meeting at 9:27 p.m.

MSM:lv