

MINUTES
Special Committee of the Whole
December 13, 2016 7:30 p.m.
Village of Tinley Park
Council Chambers
16250 S. Oak Park Avenue
Tinley Park, IL 60477

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
K. Suggs, Village Trustee

Staff Present:

D. Niemeyer, Village Manager
S. Tilton, Assistant Village Manager
B. Bettenhausen, Village Treasurer
S. Neubauer, Police Chief
P. Wallrich, Interim Community Development Director
L. Godette, Deputy Clerk
L. Valley, Executive Secretary
B. Bennett, Commission Secretary

Item #1: OPEN THE MEETING – Chairman Younker called the Committee of the Whole meeting to order at 7:30 p.m. A roll call was taken.

Item #2: CONSIDER APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF THE COMMITTEE OF THE WHOLE HELD ON NOVEMBER 8, 2016 - Motion was made by Trustee Grady, seconded by Trustee Maher, to approve the minutes of the Special Committee of the Whole meeting held on November 8, 2016. Vote by voice call: Chairman Younker declared motion carried.

Item #3: DISCUSS ADDING ONE (1)-CLASS AV LIQUOR LICENSE TO DRAGON PALACE (7122 171ST ST) – Mayor Seaman stated Dragon Palace had applied for an Illinois Video Gaming License. The owners met with the Mayor in regards to their request and have explained their ideas for adding machines into the old smoking section of the restaurant. Lori and Daniel Du, Owners, were present and noted they have been the original owners for 24 years and reiterated how the added income could benefit their business in the long term and have no use for their current smoking area. They explained they have requested 5 machines and a Kiosk for redemption and ATM.

Item #4 DISCUSS MID YEAR BUDGET – Village Treasurer, Brad Bettenhausen presented the November Board financial report. In review, both revenues and expenses are generally where they would be expected at this point in time. The per capita sharing of the State income tax (LGDF) has been lower than expected and the Illinois Department of Revenue is investigating this issue at the request of the Illinois Municipal League on behalf of all municipalities. However, the unexpected change is not anticipated to adversely impact the current budget. As further information is known, an update will be provided.. Information will be posted on the web site as received.

General Fund:

- Sales Tax: Percent Change This Month 2.6% Fiscal Year to Date 2.7%
- Home Rule Sales Tax: Percent Change This Month 7.1% Fiscal Year to Date 3.5%
- Use Tax: Percent Change This Month 1.4% Fiscal Year to Date 4.6%
- Income Tax: Percent Change This Month -12.7% Fiscal Year to Date -14.4%
- Property Tax: Cook County down 3% to the comparable period of last year.
Will County down 5% to the comparable period of last year.
Total year to date tax for FY 2017 down 1% to the same period last year
- Video Gaming: Percent Change This Month 15% Fiscal Year to Date 24.5%
At the end of the reporting period, 22 State Licenses active with 101 gaming terminals reporting.
- Motor Fuel Taxes: Percent Change This Month 4.4% Fiscal Year to Date -0.6%
- Commuter Parking: # of daily pay spaces for November 2016 -22.8% compared to last year.

Mid year Personnel Requests have been included in the FY2017 budget for review at mid-year. Recommendations have been made not to approve moving forward and filling these staffing positions at this time.

Item #5 REVIEW STRATEGIC PLANNING – Village Manager, Dave Niemeyer presented a PowerPoint explaining the Strategic Plan.

- Why Strategic Planning?
 - ❖ Document strategic priorities of the Village Board
 - ❖ Provide direction and accountability to staff
 - ❖ Communication tool with residents
 - ❖ Helps prioritize limited resources and funding
 - ❖ Sets future course of action for Village.
- History of Strategic Planning Process.
 - ❖ Village issues RFP and selects Sikich, LLC to facilitate Strategic Planning process
 - ❖ Village issues community feedback survey & receives 485 responses from the random mailing and 706 responses from the online survey
 - ❖ Sikich performs Focus Group sessions with 7 different groups including businesses, civic, residents and community leaders.
 - ❖ Village Board and senior staff hold a 2 day Strategic Planning Workshop at Tinley Park Convention Center
 - SWOT analysis
 - Break-out groups
 - Consideration of survey and Focus Group data
 - ❖ Strategic Planning Workshop Participants provided Village goals for inclusion in the draft Strategic Plan
 - ❖ Each goal was subsequently placed into time complexity matrix
 - Short Term Routine
 - Short Term Complex
 - Long Term Routine
 - Long Term Complex

- ❖ Village Board ranked the goals in each matrix category and 4 tier/priority levels were established (1 = highest priority/4 = lowest priority)
- ❖ Staff provides the following recommendations for each goal
 - Duration schedule
 - Initiation dates
 - Key status dates

Mr. Niemeyer gave a review of some of the key Tier 1 & 2 goals that are already being worked on or will be starting shortly.

- Recommended Next Steps
 - ❖ Approve Strategic Plan via resolution in January 2017
 - ❖ Discuss/update Strategic Plan on a tri-annual basis (April, August, December) at Committee of the Whole meetings, in lieu of Open Items List
 - ❖ Perform updated Strategic Planning session every year before budget process begins in December

Item #6 – RECEIVE COMMENTS FROM THE PUBLIC - None

ADJOURNMENT:

Motion was made by Trustee Pannitto, seconded by Trustee Maher to adjourn the Special Committee of the Whole Meeting to Executive Session. Vote by voice. Chairman Younker declared the meeting adjourned to Executive Session at 8:13 p.m.

bb

cc: *Village Board
Village Manager
Assistant Village Manager
Village Treasurer
Deputy Village Clerk*