

MINUTES
Regular Meeting of the Committee of the Whole
July 7, 2020 – 6:00 p.m.
Village Hall of Tinley Park – Council Chambers
16250 S. Oak Park Avenue
Tinley Park, IL 60477

President Pro Tem Glotz called the regular meeting of the Committee of the Whole on July 7, 2020, to order at 6:08 p.m.

At this time, President Pro Tem Glotz 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 Glotz 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
 C. Berg, Village Trustee (Participated Electronically)
 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
 P. Carr, Assistant Village Manager
 L. Godette, Deputy Clerk
 H. Lipman, Management Analyst
 P. Connelly, Village Attorney
 M. Walsh, Police Chief (Participated Electronically)
 F. Reeder, Fire Services Administrator
 P. Cordero, Economic Development Manager
 D. Framke, Marketing Director (Participated Electronically)
 P. Wallrich, Interim Community Development Director (Participated Electronically)

Others Present:

Item #2 - CONSIDER APPROVAL OF THE MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING HELD ON JUNE 16, 2020. – Motion was made by President Pro Tem Glotz, seconded by Trustee Berg, to approve the minutes of the Special Committee of the Whole meeting held on June 16, 2020. Vote by roll call. Ayes: Berg, Brady, Brennan, Galante, Glotz, Mueller. Nays: None. Absent: None. President Pro Tem Glotz declared the motion carried.

Item #3 – DISCUSS 80TH AVENUE TRAIN STATION COMMERCIAL SPACE RFQ. – Priscilla Cordero, Business Development Manager, presented the 80th Avenue Metra Station Request for Qualifications (RFQ). The Village is requesting qualifications from commercial business owners interested in operating an 800 +/- square foot café within the Tinley Park 80th Avenue Commuter Station. The selected vendor will have direct access to the entire station including the great hall. The Village is seeking a high-quality, retail or service firm with an excellent operating record whose use of the train station will, in addition to serving over 2400 daily Metra commuters, create a

destination for residents and visitors during off-peak train station hours. Respondents are required to submit a business plan which shall include information on the vendor's retail experience, proposed services offered, management background, operating budget, marketing plan and proposed license agreement. The Village shall enter into a non-exclusive license agreement with the selected firm which shall include a monthly base license fee plus a percentage of the Licensee's gross sales ranging from 2 to 2.5 percent.

Issuance of the RFQ is tentatively scheduled for July 10, 2020 with a due date of September 1, 2020. If firm interviews are necessary, those shall take place the week of September 7, 2020 with approval at the Village Board meeting on September 15, 2020. Respondents will have the opportunity to conduct a site walk-through of the station. In determining who the best qualified vendor is, the following qualifications will be considered by the Village.

- Demonstrated overall experience of the proposed retailer and expertise of the individuals involved in coordinating development and operation of the retail space;
- Quality and soundness of proposed business plan;
- Provision of services/commodities which favor Metra ridership and meet the specific needs of Metra commuters and the community;
- Terms and conditions of the proposed retailer's license agreement including revenue to the Village of Tinley Park.

Trustee Brennan asked about the fees for the previous tenant and if there was flexibility for an increase. Ms. Cordero replied the previous tenant paid a base licensing fee of \$1,100 plus a percentage of the Licensee's gross sales ranging from 2 to 2.5 percent based on revenue was in the agreement. The proposed licensing fee will be a part of each individual RFQ. David Niemeyer, Village Manager, added since this an RFQ it affords flexibility.

Trustee Mueller is concerned about the low ridership and feels it is important the business to have an additional revenue source.

Trustee Glotz is also concerned about low ridership with regard to the base fee.

Trustee Galante requested the amount collected, outside of the base licensing fee, from the previous tenant. Ms. Cordero will forward the information.

Motion was made by President Pro Tem Glotz, seconded by Trustee Brennan, to direct staff to go out to RFQ. Vote by roll call. Ayes: Berg, Brady, Brennan, Galante, Glotz, Mueller. Nays: None. Absent: None. President Pro Tem Glotz declared the motion carried.

Item #4 – DISCUSS ADULT USE CANNABIS DISPENSARY BUSINESS LICENSING. – Hanna Lipman, Management Analyst, presented the Business License Fee for Adult Use Cannabis. Per the Illinois Cannabis Regulation and Tax Act, municipalities cannot issue licenses for adult use cannabis like they can for alcohol or video gaming. Therefore, a survey of other municipalities who already have a cannabis facility or will allow for them, was completed to get a better understanding of how they license such facilities. The common trend seems to treat cannabis facilities as any other business, and determine the business license fee based on square footage and use. This is how the Village currently licenses businesses as well. Others have taken their own approach, and charged fees on the Community Development side, while some do not charge a fee at all. Mundelein (\$3,500) and Peoria (\$5,000) have the highest fees in terms of business licensing. Again, without the ability to issue a cannabis license, municipalities have taken varying approaches.

Staff recommends creating a business license fee for cannabis facilities based on square footage and use.

Trustee Glotz likes the fees Mundelein and Peoria have imposed and asked if required security is included in the Ordinance. Ms. Lipman responded it is not currently included, however it is common that a security officer is in the facility. Paula Wallrich, Interim Community Development Director, stated this is special use and a provision has been added for enhanced security to the building. This can be added as a condition, if desired. Patrick Connelly, Village Attorney, added the State application process includes a full security plan.

Trustee Brady asked if security would be Village Police Officers. Trustee Glotz replied, no, the business would provide their own security. Matt Walsh, Police Chief added he believes, during a presentation in the past, it was stated security was required. He will check into this.

Trustee Brennan concurred with Chief Walsh. He also noted it is stated in the Ordinance a facility may not be located within 400 feet of the property line of a pre-existing public or private nursery school, preschool, primary or secondary school or day care center. He was under the understating it should be 1000 feet. He also likes the higher fees imposed in Mundelein and Peoria.

Trustee Mueller likes the stand-alone building and the \$2,000 fee. He is comfortable with a \$3,500 but would like to keep the fees low to begin and adjust in the future.

Mr. Connelly stated the licensing fee needs to be tied to work performed by staff.

Trustee Berg agrees with the higher fee. Trustee Galante concurs and also agrees with the zoning.

Motion was made by President Pro Tem Glotz, seconded by Trustee Brennan, to have a fee of \$5000 and to check the security requirements. Vote by roll call. Ayes: Berg, Brady, Brennan, Galante, Glotz, Mueller. Nays: None. Absent: None. President Pro Tem Glotz declared the motion carried.

Item #5 – RECEIVE COMMENTS FROM THE PUBLIC –

President Pro Tem Glotz asked if anyone from the public wished to comment. No one came forward.

President Pro Tem Glotz asked if there were any written comments or requests to speak telephonically from members of the public. Laura Godette, Deputy Village Clerk, stated there were none.

ADJOURNMENT

Motion was made by President Pro Tem Glotz, seconded by Trustee Brennan, 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 6:31 p.m.

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