

MINUTES
Special Meeting of the Committee of the Whole
December 1, 2020 – 6:30 p.m.
Village Hall of Tinley Park – Council Chambers
16250 S. Oak Park Avenue
Tinley Park, IL 60477

President Pro Tem Glotz called the special meeting of the Committee of the Whole on December 1, 2020, to order at 6:34 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.

Clerk Thirion called the roll. Present and responding to roll call were the following:

Members Present: J. Vandenberg, Village President (Participated electronically)
 M. Glotz, Village President Pro Tem
 K. Thirion, Village Clerk
 C. Berg, Village Trustee
 W. Brady, Village Trustee
 W. Brennan, Village Trustee
 D. Galante, Village Trustee
 M. Mueller, Village Trustee

Members Absent:

Staff Present: D. Niemeyer, Village Manager
 P. Carr, Assistant Village Manager
 L. Godette, Deputy Clerk
 J. Urbanski, Public Works Director
 K. Clarke, Community Development Director
 M. Walsh, Police Chief
 H. Lipman, Management Analyst
 A. Brown, Assistant Village Treasurer
 P. Connelly, Village Attorney

Others Present: V. Calombaris, Robinson Engineering
 Ed Nemecek, Dancing Marlin Restaurant Group

Item #2 - CONSIDER APPROVAL OF THE MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING HELD ON NOVEMBER 17, 2020 – Motion was made by Trustee Berg, seconded by Trustee Brady, to approve the minutes of the Special Committee of the Whole meeting held on November 17, 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 CLASS K-1 LIQUOR LICENSE REQUEST FOR THE WHISTLE EVENTS AND CATERING – Hannah Lipman, Management Analyst, presented the liquor license request from The Whistle Events and Catering (WEC) located next door to The Whistle at 7537 159th St., Unit A. With

limited banquet/event space in the Village, WEC will combine catering, atmosphere, ambiance, and high-quality service to local businesses and residents for a variety of event needs. The goal is to be a premier catering and event space on the Southside of Chicago.

The WEC will need to work with the Community Development Department to ensure proper zoning and parking requirements are met.

The Liquor Commissioner recommended an amendment be made to Class K-1. This amendment would allow for food to be catered from outside vendors.

President Vandenberg stated a parking study has been done and the Liquor Commissioner's office has no concerns with parking or with the applicant.

President Pro Tem Glotz stated employees would be parking off-site during events. Trustee Brady asked where they would be parking. Bobby Sanfilippo, from WEC, stated he has spoken with Marquette Bank and they have agreed to allow for employee parking during events.

Motion was made by Trustee Brennan, seconded by Trustee Brady, to recommend the liquor license request from The Whistle Events and Catering and the Class K-1 Code amendment, be forwarded to the Village Board for approval. Vote by roll call. Ayes: Brady, Brennan, Galante, Glotz, Mueller. Nays: None. Absent: None. Abstain: Berg. President Pro Tem Glotz declared the motion carried.

Item #4 - DISCUSS BOULEVARD AT CENTRAL STATION – RESTAURANT INCENTIVE -

Kimberly Clarke, Community Development Director, presented the incentive agreement. Dancing Marlin Restaurant Group is planning to build out approximately 6,900 sq. ft. of space on the lower level of the Boulevard at Central Station for an upscale casual restaurant (name unknown). Bringing the businesses to Tinley, would require an investment of approximately \$1.9 million, to build-out the space and they have approached the Village for financial assistance.

The proposed restaurant concept is an Italian inspired tapas-style menu, along with a full bar, outdoor dining, and banquet space. The first phase will include a 35-seat restaurant with an outdoor dining area and a carryout area. The second phase includes a 140-seat banquet area.

Dancing Marlin Restaurant Group has requested \$300,000 in assistance; \$230,000 of the request is upfront to support the build-out with the remaining \$70,000 being paid through sales tax sharing, over three (3) years. The Village would share part of the 1% State of Illinois Sales Tax collected. The Village's home rule tax is not part of the incentive. The breakdown of the incentive is described as follows:

Incentive (part 1): The initial incentive will be distributed from the capital project fund with the intention of reimbursement from the New Bremen Tax Increment Financing (TIF) district for all TIF eligible costs. The Village will receive all paid invoices related to the restaurant project so that all eligible TIF expenditures can be identified and reimbursed in accordance with the TIF act. Any portion of the distribution that is not reimbursed by the TIF district will be reimbursed to the capital projects fund through the sales tax generated from the restaurant.

Incentive (part 2): The sales tax assistance will be paid from the new sales tax generated from the restaurant. After the Village receives the sales tax, the Village would keep the sales tax generated from the first million dollars in taxable sales (\$10,000). The Village would then share the next \$20,000 in sales tax collected with the restaurant group. All sales tax generated over three million dollars in taxable sales is split evenly between the Village and the restaurant group. This sharing agreement will expire when the restaurant group receives \$70,000, or five years whichever occurs first. Based on the restaurant group's projections, the agreement should be satisfied early in the third year.

The project provides several benefits to the Village:

- Houses a business that has the potential to create the desired synergy to attract Millennials, a vital demographic, to the Downtown.
- Serves as an anchor to attract related visitor and tourism businesses, creating an estimated 70 jobs.
- Additional sales tax to the Village.

Ed Nemeč, Dancing Marlin Restaurant Group, introduced himself and provided an overview of the proposed restaurant.

Trustee Berg has a concern with giving money to non-Tinley Park businesses, noting there is no development agreement.

Trustee Galante asked how much outdoor seating will be available and if they will be open during the day, raising parking concerns. Ms. Clarke explained the corner unit has a non-public sidewalk available for outdoor seating but did not have the site-plan with her. The development is providing more on-street parking than was previously allocated. There is also a lot behind the building and the commuter lot which is available to the public after 10 a.m. Trustee Galante is also concerned with the developer not filling the space using their incentives adding the current Board had not previously provided up-front funding.

David Niemeyer, Village Manager, explained the history of the South Street agreement stating the development agreement allows for the developer to seek additional incentives and the ability for the Village to negotiate agreements with fine dining/upscale restaurants. He added that restaurants in other south suburban towns have received up-front money that was significantly larger than what is currently being sought. Trustee Brennan agrees, adding that while there is risk associated with providing up-front money, it needs to be done to ensure an upscale restaurant is in the space.

President Pro Tem Glotz asked Mr. Nemeč to explain the Tapas style menu.

Trustee Mueller asked Mr. Nemeč about his carry-out experience and if the tap wine concept will be at the new restaurant. Mr. Nemeč stated that he does have prior experience and coupled with the changes dine-in restaurants faced with the COVID pandemic, they have learned how to be successful with the carry-out option. He added, providing a dedicated carry-out area to the new restaurant will be helpful in the future, making it “pandemic-proof”. Tap wine will be available in addition to other tap beverages.

Trustee Brennan asked for clarification on the length of the agreement. Ms. Clarke and Andrew Brown, Assistant Village Treasurer, explained the agreement will expire when the restaurant group receives \$70,000 or five years, whichever occurs first.

Trustee Brady asked if there are any provisions in place to protect other tenants from noise associated with the banquet space, i.e. band or D. J. Mr. Nemeč stated no entertainment is planned. It will be a smaller room with no stage area.

Motion was made by Trustee Brennan, seconded by Trustee Mueller, to draft an incentive agreement. Vote by roll call. Ayes: Brady, Brennan, Glotz, Mueller. Nays: Berg, Galante. Absent: None. President Pro Tem Glotz declared the motion carried.

Item #5 - DISCUSS 17201 AND 17401 RIDGELAND AVENUE - ELFI COOK COUNTY CLASS 8

– President Pro Tem Glotz asked the Trustees if there were any questions after reading the packet. Trustee Berg inquired about the status of the Panduit property. Ms. Clarke stated Panduit is still in negotiations with a home builder.

Motion was made by President Pro Tem Glotz, seconded by Trustee Berg, to recommend the Class 8 Incentive for 17201 and 17401 Ridgeland Avenue, be forwarded to the Village Board for approval. Vote

by roll call. Ayes: Berg, Brady, Brennan, Galante, Glotz, Mueller. Nays: None. Absent: None. President Pro Tem Glotz declared the motion carried.

Item #6 - DISCUSS 80TH AVENUE INTERGOVERNMENTAL AGREEMENT (IGA) - Van Calombaris, Robinson Engineering, presented the IGA. Costs relating to improvements on 80th Avenue from 191st St. to 183rd St. were outlined. They included roadway, street lighting, traffic signals, landscaping, sidewalk and multi-use path, fiber optic, aesthetics, and a new water main. Some of the associated costs will be shared by Will County and the Village. The current estimated costs for the shared improvements are \$7.284 million, with the Village responsible for all costs over \$5.6 million. After the improvements are completed, Will County will transfer the jurisdiction of 80th Avenue to the village. Annual maintenance and capital reserve costs in addition to the life-cycle costs for the roadway, I-80 bridge, and the Union drainage ditch bridge were also covered.

Motion was made by Trustee Mueller, seconded by Trustee Berg, to recommend the 80th Avenue IGA, be forwarded to the Village Board for approval. Vote by roll call. Ayes: Berg, Brady, Brennan, Galante, Glotz, Mueller. Nays: None. Absent: None. President Pro Tem Glotz declared the motion carried.

Item #7 - 2021 TAX LEVY – Mr. Brown, presented the levy request. At the November 17, 2020, Committee of the Whole, it was voted to keep the 2020 tax levy at the same amount as the 2019 tax levy, \$27,570,532. This includes the Library levy amount of \$6,003,680. He also explained the abatement ordinances.

Trustee Mueller would like to have \$573,000 for the Police Pension Fund be added to the levy. Trustees Berg, Brady, Brennan, Galante, and Glotz concur.

Motion was made by Trustee Mueller, seconded by Trustee Berg, to recommend the 2020 Tax Levy with a 2.07% increase, be forwarded to the Village Board for approval. Vote by roll call. Ayes: Berg, Brady, Brennan, Galante, Glotz, Mueller. Nays: None. Absent: None. President Pro Tem Glotz declared the motion carried.

Item #8 - STRATEGIC PLAN UPDATE – Mr. Niemeyer presented the update. The plan was developed by the Village Board at a Strategic Plan session over 2 days in November 2019. COVID and the subsequent changes to the Village budget have affected the ability to address some of the priorities. The update provided reflected the goals and strategies developed last year. Highlights include:

Public Safety

- Promoting technology, research, training, and development to support enhanced safety services.
- Implementation plan for the 2018 Police Staffing Study and determined attainable deployment models for all public safety operations. Police staffing is currently at 67/69 Authorized Patrol Officers. The Deputy Chief position is currently vacant. Since the staffing study, the Village has authorized the addition of the following positions: 3 Commanders (2 filled, 1 on hold), re-filled the 10th Sergeant position, and 8 Patrol Officers (3 on hold)
- Fire Department is working on maintaining applicable Insurance Services Office (ISO) measurements. Fire Prevention has attained reaccreditation of bureau operations.
- License plate recognition (LPR) camera installation finalized, implementation is in progress. Grant money for reimbursement is being applied for.
- Fire Department has fully implemented a cardiac arrest/high-performance resuscitation protocol in 2020. Work continues to move toward basic life support (BLS) first-responder/non-transport status.

Many workforce investments have been put on hold due to revised budgets and the change of the Human Resources Director.

Despite COVID-19, there has been a lot of economic development activity.

- Meetings with Chicago Southland Interstate Alliance (CSIA-80) have begun and the website is nearly final and should be made public soon.
- With the 159th & Harlem TIF approved in August of 2020, the Tinley Park Plaza is now under demolition and has two key tenants. Staff is now in discussions with the owner of the Hobby Lobby/Burlington Shopping center regarding redevelopment opportunities. Pete's Fresh Market has submitted its redevelopment plans.
- Continued efforts are being made to promote the OPA Grants and work with those property owners that are looking to attract tenants.
- Continued efforts are being made to reduce permit processing time. Mainstar went live in May/June.
- The Village is working on a utility plan for 183rd & LaGrange Road, to attract new development.
- New businesses continue to come downtown, including Avocado Theory and What's the Scoop.

Increase neighborhood, and business district stability

- Code enforcement continues to utilize Prochamps to register all foreclosed properties and uses that database to monitor those homes.
- Chronic Nuisance Ordinance passed.
- A redevelopment grant was created to attract developers to vacant properties outside TIF's. This money is now being allocated to Tinley Park restaurants to offset COVID costs for outdoor dining.
- COVID has impacted job markets severely. However, through business retention activities, the Village is trying to communicate with and aid our existing business community, to help keep their doors open and people employed. Providing a small grant to offer restaurants for costs spent on outdoor dining tents, heaters, equipment, etc.
- A monthly economic newsletter was created. Although physical contact with businesses has been limited, due to COVID, the Village has hosted 3 "round table" webinars to educate the business community about certain topics such as "Digital Marketing in COVID Environment; Surviving COVID; PPP Forgiveness Loan; Best Practices for Restaurants.

Improve community engagement and tourism

- The "Pop Up" Village Hall concept (at events and other community gatherings), will be resurrected post-pandemic. Video engagement efforts increased and are continuing. Numerous community engagement efforts related to COVID. Evaluating all touchpoints with residents to ensure we are capturing engagement opportunities.
- The Community Development Department has made all of their applications in a fillable PDF format, for ease of use online. Residents are being strongly encouraged to submit permits via email. Focus has shifted to creating an online building permit customer portal, for submitting and reviewing the status of permits.
- Sidewalk gaps as presented and adjusted for COVID reductions were addressed. There are plenty more sections to complete as a phased approach.
- The Harmony Square programming and marketing plan are in draft form and have been vetted through the Marketing and Branding Commission.
- With the addition of several new staff members in key positions (Business Development Manager, Building Official, Assistant Treasurer, Human Resources Director), we will be able to continue to move forward to pursue goals.

Reassessment of certain areas of the Strategic Plan will continue, to address any impacts of COVID-19.

Trustee Galante asked if the LPR cameras have been utilized. Matt Walsh, Police Chief, replied they are up and running and have had some success.

Item #9 - REVIEW MID-YEAR BUDGET – Mr. Brown, presented the update. He noted that the information in the packet has changed. The Board has been provided the new information. The adopted FY 2021 Budget had revenues of \$117,514,902 and expenditures of \$150,282,614. The revised spending plan projected revenue losses at \$14 million and expenditures reduced to \$20.6 million. \$6.5 million was cut from operating expenses while \$14.1 million was cut from capital. The total Village budget to actual as of 10/31/20, which included the Library and Police Pension, saw expenditures of \$46.9 million or 31.2% (Library \$3.1 million and Police Pension \$2.3 mil) and revenue at \$60.8 million or 51.7% (Library \$4.2 million and Police Pension \$10.5 mil).

Total budget revenues do not include Library or Police Pension. Current year revenue is trailing the previous fiscal year by \$3.2 million, and FY19 by \$6 million. This is not stifled demand that can be recouped in the remaining half of the year. He noted there is an increase in the Motor Fuel Tax, as the Village received \$1.3 million from Rebuild Illinois.

Fiscal Year	Budget	October 31	% Collected
2021	\$ 99,169,652	\$ 46,188,549	46.58%
2020	\$ 99,504,921	\$ 49,428,441	49.67%
2019	\$103,045,979	\$ 52,177,211	50.63%

Total budget expenditures are trailing the prior year spend at the mid-year by \$7.2 million and FY19 by \$2.6 million. The current years expenditures are down due to deferring and eliminating capital spending. Operating costs are trending at normal levels compared to prior fiscal years.

Fiscal Year	Budget	October 31	% Expended
2021	\$116,168,479	\$41,537,065	35.76%
2020	\$143,848,282	\$48,701,025	33.86%
2019	\$148,630,661	\$44,199,122	29.74%

Trustee Berg asked how long the reserves in the General Fund will last. Mr. Brown explained the General Fund is the main operating fund and there are reserves within the fund. With a conservative and fiscally responsible approach, \$5 million of those reserves may need to be used. Should FY22 see the same revenues and expenditures, \$6 million may need to be used in the future. This equates to approximately 32% of the reserves.

It is recommended that the Police Department move forward with E-Ticketing, and field response shields, which are included in the new spending plan. Also upgrading the iRecord cameras is recommended.

Deferred to January for discussion is the hiring of a Deputy Police Chief, Assistant Records Clerk, Assistant Public Works Director, Assistant Engineer, and Associate Planner.

Item #10 - DISCUSS STATUS OF PROPOSED PUSH TAX ORDINANCE – Mr. Niemeyer stated, in discussions with Trustee Galante a few months ago, it was decided to place this item on the agenda with the mid-year review. There has been ongoing litigation and potential State legislation, that may be introduced next year regarding this issue. Also, in light of the COVID pandemic affecting businesses, he recommends not moving forward with an Ordinance and revisiting it at a later time. Trustee’s Brady, Brennan, Mueller, and Galante concur. Trustee Berg does not feel this item should be revisited in the future.

Item #11 - DISCUSS POST 4 IMPROVEMENTS CONTRACT – John Urbanski, Director of Public Works, presented the Post 4 improvements. This project includes the replacement of the control panel, replacement of the building, and upgrading the outdated electrical components currently in use at Post 4 sanitary sewer lift station at 8399 Brookside Glen Drive.

Public Works contracted Christopher Burke Engineering to engineer the plan and specifications to improve the functionality of the lift station. The outdated control panel currently being used has caused numerous issues running the station. Although failing parts have been replaced to allow the station to run, replacing the entire control panel will eliminate the possibility of the lift station not being able to be repaired under an emergency. A lift station that is not functioning, would lead to sewer overflows and basement back-ups among other issues. The new control panel and electrical components will also increase the life expectancy of the pumps while improving the overall efficiency of the lift station. When the control panel is replaced, any unnecessary wiring will be removed and various other electrical issues will be resolved. The fiberglass building currently at Post 4 is deteriorating to the point of replacement. The building has been repaired multiple times over the last 5 years. The new structure will be similar to buildings used for other lift station projects to keep them uniform throughout the Village.

Contractor	Location	Bid
Swallow Construction Corp.	West Chicago, IL	\$592,291.00
Airy's Inc.*	Tinley Park, IL	\$598,042.00
Tracy & Ed Construction Inc.	Bartlett, IL	\$600,573.00
AMS Mechanical Services	Woodridge, IL	\$603,552.68
Performance Construction & Eng	Plano, IL	\$688,930.00

* Airy's Inc. bid amount is within the parameters set in the Village of Tinley Park Purchasing Policy for Local Vendors.

Funding in the amount of \$598,042 is available in the approved FY2021 budget. The funding is from the budgeted project amount, plus the money from two other sanitary sewer lining projects which came in under budget.

Motion was made by Trustee Brennan, seconded by Trustee Brady, to recommend the Post 4 improvements contract, be forwarded to the Village Board for approval. Vote by roll call. Ayes: Berg, Brady, Brennan, Galante, Glotz, Mueller. Nays: None. Absent: None. President Pro Tem Glotz declared the motion carried.

Item #12 - DISCUSS 2021 MEETING BOARD SCHEDULES – Mayor Pro Tem Glotz, presented the monthly meeting schedules. Village Board meetings were proposed to remain on the same schedule, first and third Tuesdays at 7:30 p.m. Committee of the Whole was proposed to start at 7:00 p.m. on those same dates.

Committees were proposed to start at 6:30 p.m. Public Safety, Public Works, and Administration and Legal on the first Tuesday; Finance, Marketing, and Community Development on the third Tuesday.

Trustee Mueller suggested cancelling the April 6 meetings as it is an election day.

Motion was made by Trustee Mueller, seconded by Trustee Brady, to recommend the 2021 meeting schedule, with the removal of the April 6, 2021 meetings, be forwarded to the Village Board for approval. Vote by roll call. Ayes: Berg, Brady, Brennan, Galante, Glotz, Mueller. Nays: None. Absent: None. President Pro Tem Glotz declared the motion carried.

Item #13 - RECEIVE COMMENTS FROM THE PUBLIC –

A citizen commented about who pays the push tax.

Laura Godette, Deputy Village Clerk, stated a written comment was forwarded to the Board.

A citizen commented telephonically with opposition to the push tax.

Motion was made by President Pro Tem Glotz, seconded by Trustee Berg, 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 8:24 p.m.