

MINUTES
Meeting of the Committee of the Whole
April 5, 2022 – 6:00 p.m.
Village Hall - Council Chambers
16250 S Oak Park Ave.
Tinley Park, IL 60477

Item #1 – At 6:00 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: W. Brennan, President Pro Tem
 N. O'Connor, Village Clerk
 W. Brady, Village Trustee
 D. Galante, Village Trustee
 D. Mahoney, Village Trustee
 M. Mueller, Village Trustee
 C. Sullivan, Village Trustee
 M. Glotz, Village President

Members Absent:

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
 M. Coleman, Building Official
 P. O'Grady, Village Attorney

Others Present:

Item #3 - CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD MARCH 15, 2022 – Motion was made by Trustee Mueller, seconded by Trustee Brady, to approve the minutes of the Committee of the Whole meeting held on March 15, 2022. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

Item #4 – CONSIDER ADOPTION OF 2021 INTERNATIONAL BUILDING CODES – Michael Coleman, Building Official, presented the Building Code updates which include the 2021 International Residential Code, 2021 International Property Maintenance Code, and the 2017 National Electrical Code. Adoption of the code will provide a detailed code that will align building officials and inspectors to be very specific while enforcing the code while also providing the ability to refer to a section of the code for explanation. Significant changes to the 2022 Village of Tinley Park Code upon adoption include decks, joists, mechanical exhaust systems, egress openings, vapor barriers, and Arc-Fault Circuit Interrupter Protection. In addition, the 2022 Village of Tinley Park Code numbering system has been rewritten to coordinate with the International Code Council Code.

President Pro Tem Brennan asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Mahoney to recommend the adoption of 2021 International Building Codes, be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

Item #5 – CONSIDER PURCHASE & SALE AGREEMENT WITH GSP DEVELOPMENT, LLC FOR PROPERTY LOCATED AT 7551 191ST STREET – Pat Carr, Village Manager, presented the purchase and sale agreement for the property located at 7551 191st Street (southwest corner of 191st and Harlem Avenue) to GSP Development, LLC in the amount of \$1,700,000, stating this would be a simultaneous closing.

Trustee Galante asked for a detailed explanation of the simultaneous close and if the developer has a plan for the property. Paul O’Grady, Village Attorney explained that the closing with GSP Development will be shortly after the closing with Lincoln-Way. As GSP is the end-user of the property, they will be handling the due-diligence phase for the Village. GSP is also paying the Village’s attorney fees for the real-estate closing. As part of the agreement, the developer has 12 months to present the plan to the Village.

Motion was made by Trustee Sullivan, seconded by Trustee Brady to recommend a Purchase & Sale Agreement with GSP Development, LLC for property located at 7551 191st Street be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

Item #6 – CONSIDER APPROVAL OF FUNDING FOR THE VISITINLEYPARK.COM TOURISM WEBSITE – Donna Framke, Marketing Director, explained the marketing department has been working with Point B Communications to develop the creative design and messaging required to take the Tinley Park Life Amplified brand out to market. The next step in the process of building the tourism infrastructure is the design and development of a dedicated VisitTinleyPark.com website. Currently, Tinley Park’s visitor information is housed beneath the Visitor tab on the TinleyPark.org website. Although that site reflects the Tinley Park Life Amplified brand and the visitor content is accessible via a redirect of the VisitTinleyPark.com URL, the site exists as a content-heavy, governmental site, which is limited and makes the visitor and event planners’ user experience difficult to navigate.

The proposed site will be focused on promoting Tinley Park as a destination, using an open-source CMS optimized for organic search and mobile usage. We will build upon the content that exists on our visitor tab, which simply inventories our hospitality amenities, and develop engaging messaging and aesthetics that will be supported by multiple heading styles, fonts, and photos designed to encourage users to read more, click through and stay on the site a little longer. The result will be a digital touchpoint presented with a fresh, clean, and updated look designed to inform potential visitors of the many entertainment options available. The site will also provide a full-service RFP submission portal for future convention and meeting event planners.

The creation and development of this website is expected to take 16 – 18 weeks and will be paid for from Hotel-Motel tax.

Trustee Brennan asked if there will be a phone app. Ms. Framke stated it will be a responsive site. Trustee Mueller expanded on this stating the site is optimized for different devices.

Motion was made by Trustee Brady, seconded by Trustee Mueller to recommend approval of funding for the visittinleypark.com tourism website be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennen declared the motion carried.

Item #7 – CONSIDER RENEWAL OF AGREEMENT FOR VARIOUS FINANCE-RELATED PROJECTS – Hannah Lipman, Assistant Village Manager/Interim Treasurer, explained with continued vacancies in the Finance Department leadership, staff is requesting to enter into another project-based agreement with Brad Bettenhausen from Bettenhausen and Associates, LLC.

In this role, Mr. Bettenhausen will provide temporary administrative assistance to the Finance Department.

President Pro Tem Brennan asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Sullivan to recommend the renewal of the agreement for various finance-related projects be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennen declared the motion carried.

Item #8 – CONSIDER AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND KIRBY SCHOOL DISTRICT 140 FOR SCHOOL SAFETY LIGHTS – John Urbanski, Public Works Director, presented the agreement with SD 140. Village staff met with Kirby School District 140 administration and investigated the need to install two solar powered school zone safety flashing beacon assemblies. Based on the collected data, staff recommends both entities split the costs to install the two (2) safety flashing beacon assemblies to increase driver awareness and enhance safety precautions for children, adults, and Village employees (crossing guards) utilizing the crosswalk at 80th Ave and 167th St. Kirby School District 140 will be fully responsible for the maintenance, operation, and any future costs for the safety flashing beacon assemblies after construction and installation. The plans and specifications were prepared by Christopher Burke Engineering.

The total estimated project cost will be \$40,000 with the Kirby School District 140 providing \$20,000 and the Village providing \$20,000.

President Pro Tem Brennan asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Mueller to recommend an Intergovernmental Agreement between the Village of Tinley Park and Kirby School District 140 for school safety lights be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennen declared the motion carried.

Item #9 – CONSIDER A FIRST AMENDMENT TO AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE VILLAGE OF TINLEY PARK AND COOK COUNTY FOR AN ADDITIONAL ENGINEERING REQUEST FOR 175th STREET AND RIDGELAND AVENUE – Mr. Urbanski presented the IGA. On September 13, 2017, the Village of Tinley Park and the Cook County Department of Transportation and Highway (CCDOH) entered into an Intergovernmental Agreement (IGA), to establish the responsibilities and costs associated with Part A

Preliminary Engineering Services and Part B Design Engineering Services for improvements along 175th Street from Oak Park Avenue to Ridgeland Avenue, Ridgeland Avenue from 175th Street to Oak Forest Avenue, and Oak Forest Avenue from Ridgeland Avenue to 167th Street.

In coordination with adjustments needed to be had during the design phase which has constituted this requested amendment for Subsection 3.1 of the original IGA:

3.1 County's Share of the PROJECT. The County shall pay for one hundred (100%) percent of the costs of the PROJECT as described in this Agreement, less the costs for the Village Work as described in Section 5.8 herein. The County's total estimated cost for the PROJECT is Five Hundred Thirty-Two Thousand Five Hundred Sixty and 00/100 Dollars (\$532,560.00).

This amendment still follows that costs associated with the details of the work as described for the "Design Engineering" Phase will be 100% CCDOTH.

President Pro Tem Brennan asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Brady to recommend a First Amendment to an Intergovernmental Agreement between the Village of Tinley Park and Cook County for an additional engineering request for 175th Street and Ridgeland Avenue be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

Item #10 – CONSIDER QUALIFICATION BASED SELECTION (QBS) PROCEDURES – Mr. Urbanski presented the Qualification Based Selection (QBS) which ensures that federal agencies receive highly technical architect and engineering services from the most experienced and well-qualified firms at a fair and reasonable cost. The QBS process is required by State and Federal law for certain public projects in Illinois.

The Village is required to adopt a QBS procedure and complete the process for Federally-funded projects. Typically, the Village Board has approved the QBS procedure on individual projects however, adopting a standard Village QBS procedure provides consistency and expedites projects moving forward.

The policies and procedures meet all requirements.

There are no budget or financial implications to this resolution.

Motion was made by Trustee Sullivan, seconded by Trustee Mahoney to recommend Qualification Based Selection (QBS) procedures be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

Item #11 – CONSIDER A CONTRACT WITH AQUAMIST PLUMBING AND LAWN SPRINKLING, INC. FOR IRRIGATION MAINTENANCE – Mr. Urbanski presented the service contract which is a renewal to provide start-up, winterization, and repair services to our irrigation systems at 3 (three) Streets Department locations and 4 (four) Facility locations that include a total of 190 zones.

- LaGrange Road
- Harlem Avenue
- 171st Medians
- Fire Station #4
- Oak Park Ave. Metra Station
- Village Hall
- Police Station

Public Works is recommending that we extend our current contract for an additional year for irrigation services on our seven (7) locations throughout Tinley Park (see above). The contract has the option of two (2)-one (1) year renewals. This would be the second (2nd) and final extension of the contract. In the past year Aquamist Plumbing & Lawn Sprinkling, Inc. has proven to be a professional, reliable contractor with reasonable rates.

Funding is requested in the FY23 Budget.

Budget Available	\$49,000.00
Anticipated Costs (3% increase)	<u>\$41,660.59</u>
Difference (under budget)	\$ 7,339.41

President Pro Tem Brennan asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Mueller to recommend a contract with Aquamist Plumbing and Lawn Sprinkling, Inc. for irrigation maintenance be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

Item #12 – CONSIDER A CONTRACT WITH CARDNO, NOW STANTEC, FOR NATURALIZED STORMWATER AREA MAINTENANCE – Mr. Urbanski presented the service contract for a qualified contractor to provide maintenance for stormwater areas including installation, management, and stewardship for naturalized areas at various locations throughout the Village.

This RFP was advertised on March 1, 2022, in accordance with state bidding laws; two (2) sealed proposals were received by the deadline on March 21, 2022, at noon, and recorded by the Village Clerk’s office.

Cardno, now Stantec	Monee, IL	\$124,417.40
Davey Resource Group	Elmhurst, IL	\$136,624.24

Public Works is recommending that we approve a contract to Cardno, now Stantec who rated very high on the RFP scoring and has proven on previous contracts to be a professional, reliable contractor with reasonable rates. The contract has the option of 2 (two) – 1 (one) year renewals. This would be the first year of the contract.

President Pro Tem Brennan asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Sullivan to recommend a contract with Cardno, now Stanec, for naturalized stormwater area maintenance be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

Item #13 – CONSIDER A SERVICE CONTRACT WITH CITY ESCAPE GARDEN AND DESIGN, LLC FOR LANDSCAPE BED MAINTENANCE – Mr. Urbanski presented the service contract is for a qualified contractor to provide maintenance to the Village’s 5.6 acres of landscape beds throughout Tinley Park.

This RFP was advertised on March 1, 2022, in accordance with state bidding laws; three (3) sealed proposals were received by the deadline on March 22, 2022, at noon, and recorded by the Village Clerk’s office.

City Escape Garden and Design, LLC	Chicago, IL	\$153,089.46
Christy Webber Landscapes	Chicago, IL	\$159,797.75
Semmer Landscape	Chicago, IL	\$299,531.00

Public Works recommended approval of a contract to City Escape Garden and Design, LLC which rated very high on the scoring for Landscape Bed Maintenance. The contract has the option of 2 (two) – 1 (one) year renewals. This would be the first year out of the possible 3 (three) year contract.

Funding is budgeted in the FY23 Budget.

Budget Available	\$160,000.00
Year 1 of 3 contract	<u>\$153,089.46</u>
Difference under budget	\$ 6,910.54

President Pro Tem Brennan asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Brady to recommend a service contract with City Escape Garden and Design, LLC, for landscape bed maintenance be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

Item #14 – RECEIVE COMMENTS FROM THE PUBLIC –

President Pro Tem Brennan asked if there were any comments from the public. There were none.

Motion was made by Trustee Mueller, seconded by Trustee Mahoney, to adjourn the Committee of the Whole. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried. President Pro Tem Brennan declared the motion carried and adjourned the meeting at 6:32 p.m.