

**MEETING NOTICE**

**NOTICE IS HEREBY GIVEN** that the Regular Meeting of the President and Board of Trustees of the Village of Tinley Park, Cook and Will Counties, Illinois will be held on Tuesday, December 5, 2023, beginning at 6:30 PM in the Council Chambers at the Village Hall of Tinley Park, 16250 South Oak Park Avenue, Tinley Park, Illinois.

6:30 PM            CALL TO ORDER  
                     PLEDGE OF ALLEGIANCE  
                     ROLL CALL

**ITEM #1**

SUBJECT:        CONSIDER APPROVAL OF AGENDA

ACTION:        Discussion - **Consider approval of agenda as written or amended.**

COMMENTS:    \_\_\_\_\_  
                     \_\_\_\_\_

**ITEM #2**

SUBJECT:        CONSIDER APPROVAL OF MINUTES OF THE REGULAR  
                     VILLAGE BOARD MEETING HELD ON NOVEMBER 21, 2023.

ACTION:        Discussion: **Consider approval of minutes as written or amended.**

COMMENTS:    \_\_\_\_\_  
                     \_\_\_\_\_

**ITEM #3**

SUBJECT:        CONDUCT A SWEARING-IN CEREMONY FOR FIREFIGHTERS - **Trustee  
Brennan**

ACTION:        Discussion: Clerk O'Connor will swear in the following firefighters:

- Kyle Sellers
- Daniel Vamvakas
- Michael Scaccia
- Alexander Lesiak
- Matthew Sharkey

COMMENTS:    **No specific action is required.**  
                     \_\_\_\_\_  
                     \_\_\_\_\_

**ITEM #4**

SUBJECT: CONSIDER THE FOLLOWING COMMISSION APPOINTMENTS FOR FISCAL YEAR 2024 - **President Glotz**

ACTION: Discussion: Advisory Commission on Labor and Development:

- Frank DiGiovanni, Co-Chair
- Demetrius Dicharia, Commissioner

COMMENTS:

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**ITEM #5**

SUBJECT: CONSIDER APPOINTING JAIME DAVILA TO THE POSITION OF HELPDESK COORDINATOR - **President Glotz**

ACTION: Discussion: Jaime has (5) five years of related experience in Information Technology and is skilled in providing complete infrastructure service to protect data including storage, backup, and disaster recovery, as well as experience working in various office environments managing the daily operations. He has previously worked for the Village's Information Technology Department supporting the IT Helpdesk as a contracted employee where he demonstrated excellent customer service skills, aptitude for technology, and was very detail oriented. Jaime is highly recommended for appointment to the Helpdesk Coordinator position. **Consider appointing Jaime Davila to the position of Helpdesk Coordinator effective December 20, 2023.**

COMMENTS:

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**ITEM #6**

SUBJECT: CONSIDER APPROVAL OF THE FOLLOWING CONSENT AGENDA ITEMS:

- CONSIDER ADOPTING RESOLUTION 2023-R-149 AUTHORIZING THE 2024 REGULAR MEETINGS SCHEDULE FOR THE PRESIDENT AND BOARD OF TRUSTEES AND THE COMMITTEE OF THE WHOLE.
- CONSIDER ADOPTING RESOLUTION 2023-R-153 APPROVING THE ANNUAL MAINTENANCE AGREEMENT WITH IMAGING SYSTEMS INC., FOR HYLAND ONBASE DOCUMENT AND AGENDA MANAGEMENT IN THE AMOUNT OF \$29,086.33.
- CONSIDER PAYMENTS OF OUTSTANDING BILLS IN THE AMOUNT OF \$3,283,705.10 AS LISTED ON THE VENDOR BOARD APPROVAL REPORTS DATED NOVEMBER 24 AND DECEMBER 1, 2023.

ACTION: Discussion: **Consider approval of consent agenda items.**

COMMENTS:

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**ITEM #7**

SUBJECT: CONSIDER ADOPTING ORDINANCE 2023-O-079 APPROVING A PURCHASE AND SALE AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND KELLY MARMO AND MICHAEL BECHSTEIN, FOR THE PURCHASE OF PROPERTY LOCATED AT 17366-17368 68<sup>TH</sup> COURT IN TINLEY PARK, ILLINOIS - **Trustee Mahoney**

ACTION: This ordinance approves the purchase of property located at 17366-17368 68<sup>th</sup> Court in the amount of \$345,000. This item was discussed at the Committee of the Whole held prior to this meeting. **This Ordinance is eligible for adoption.**

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

**ITEM #8**

SUBJECT: CONSIDER ADOPTING RESOLUTION 2023-R-151 AUTHORIZING A CONTRACT WITH THE LAKOTA GROUP FOR COMPREHENSIVE PLANNING PROFESSIONAL SERVICES IN AN AMOUNT OF \$250,026 - **Trustee Mahoney**

ACTION: Discussion: This Resolution authorizes the execution of a contract with The Lakota Group to complete a Comprehensive Plan for the Village over an 18 to 24-month period. This item was discussed at the Committee of the Whole prior to this meeting. **This Resolution is eligible for adoption.**

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

**ITEM #9**

SUBJECT: CONSIDER ADOPTING ORDINANCE 2023-O-055 APPROVING THE IMPLEMENTATION OF A REAL ESTATE TRANSFER STAMP REQUIREMENT - **Trustee Mahoney**

ACTION: Discussion: The proposed Resolution will authorize the establishment of a real estate transfer stamp within the Village of Tinley Park to regulate all property transfers at no cost to sellers. This Ordinance will be in full force and effect on January 1, 2025, or soon after based upon the implementation of Community Development Enterprise Resource Planning Software. This item was discussed at the Committee of the Whole on September 19, 2023, and Village Board on October 3, 2023. **This Ordinance is eligible for adoption.**

COMMENTS: \_\_\_\_\_  
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**ITEM #10**

SUBJECT: CONSIDER ADOPTING ORDINANCE 2023-O-078 GRANTING A SPECIAL USE FOR A PLANNED UNIT DEVELOPMENT (PUD) SUBSTANTIAL DEVIATION TO PEOPLE ANIMAL WELFARE SOCIETY (P.A.W.S.) OF TINLEY PARK AT 8301 191ST STREET - **Trustee Mahoney**

ACTION: Discussion: The Petitioner is seeking to install an electronic message center sign exceeding the maximum allowable size in the R-5 PD (Low Density Residential, Brookside Glen PUD) Zoning District. The Plan Commission held a Public Hearing on November 16, 2023, and voted 7-0 to recommend approval of the Special Use with the recommended conditions, plans, and Findings of Fact as noted in the Staff Report. **This Ordinance is eligible for adoption.**

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

**ITEM #11**

SUBJECT: CONSIDER ADOPTING RESOLUTION 2023-R-152 AUTHORIZING A GEOGRAPHIC INFORMATION SYSTEM (GIS) CONSORTIUM CONTRACT BY AND BETWEEN THE VILLAGE OF TINLEY PARK AND MUNICIPAL GIS PARTNERS, INCORPORATED - **Trustee Brady**

ACTION: Discussion: The renewal agreement and statement of work with the GIS Consortium service provider, Municipal GIS Partners (MGP) is to provide Geographic Information System services to the Village. The cost for the calendar year 2024 period will be \$230,044.32. This renewal term shall commence on January 1, 2024, and remain in effect until December 31, 2024. In addition, monthly usage reports are provided to the Village Board to confirm utilization of the GIS data by staff and the public. This item was discussed at the Committee of the Whole prior to this meeting. **This Resolution is eligible for adoption.**

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

**ITEM #12**

SUBJECT: RECEIVE COMMENTS FROM STAFF -

COMMENTS: \_\_\_\_\_  
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**ITEM #13**

SUBJECT: RECEIVE COMMENTS FROM THE BOARD -

COMMENTS: \_\_\_\_\_  
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**ITEM #14**

SUBJECT: RECEIVE COMMENTS FROM THE PUBLIC -

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

**ITEM #15**

SUBJECT: ADJOURN TO EXECUTIVE SESSION TO DISCUSS:

- A. LITIGATION, WHEN AN ACTION AGAINST, AFFECTING OR ON BEHALF OF THE PARTICULAR PUBLIC BODY HAS BEEN FILED AND IS PENDING BEFORE A COURT OR ADMINISTRATIVE TRIBUNAL, OR WHEN THE PUBLIC BODY FINDS THAT AN ACTION IS PROBABLE OR IMMINENT, IN WHICH CASE THE BASIS FOR THE FINDING SHALL BE RECORDED AND ENTERED INTO THE MINUTES OF THE CLOSED MEETING.
- B. THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE OF THE PUBLIC BODY OR AGAINST LEGAL COUNSEL FOR THE PUBLIC BODY TO DETERMINE ITS VALIDITY.
- C. THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE PUBLIC BODY, INCLUDING MEETINGS HELD FOR THE PURPOSE OF DISCUSSING WHETHER A PARTICULAR PARCEL SHOULD BE ACQUIRED.
- D. THE SETTING OF A PRICE FOR SALE OR LEASE OF PROPERTY OWNED BY THE PUBLIC BODY.

ADJOURNMENT

**MINUTES OF THE BOARD MEETING OF THE TRUSTEES,  
VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES,  
ILLINOIS, HELD NOVEMBER 21, 2023**

The regular meeting of the Board of Trustees, Village of Tinley Park, Illinois, was held in the Council Chambers located in the Village Hall of Tinley Park, 16250 Oak Park Avenue, Tinley Park, IL on November 21, 2023. President Glotz called this meeting to order at 6:34 p.m.

At this time President Glotz led the Board and audience in the Pledge of Allegiance.

Clerk O'Connor called the roll. Present and responding to roll call were the following:

Village President:	Michael W. Glotz
Village Clerk:	Nancy M. O'Connor

Trustees:	William P. Brady
	William A. Brennan
	Dennis P. Mahoney
	Michael G. Mueller
	Kenneth E. Shaw
	Colleen M. Sullivan

Absent:

Also Present:

Asst. Village Manager:	Hannah Lipman
Village Attorney:	Paul O'Grady

Motion was made by Trustee Mahoney, seconded by Trustee Shaw to **BIFURCATE AGENDA ITEM #9 INTO TWO SEPARATE AGENDA ITEMS:**

**ITEM 9A – AN ORDINANCE PROVIDING FOR THE VACATION OF PORTIONS OF NORTH STREET AND 173RD STREET (FORMERLY KNOWN AS HICKORY STREET) – WEST POINT AT HARMONY SQUARE REDEVELOPMENT**

**ITEM 9B – A RESOLUTION APPROVING A PLAT OF SUBDIVISION FOR CERTAIN PROPERTY LOCATED AT NORTH STREET AND 67TH COURT (WEST POINT AT HARMONY SQUARE)**

Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried. President Glotz declared the motion carried.

Motion was made by Trustee Mahoney, seconded by Trustee Shaw to approve the agenda as written or amended for this meeting. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried. President Glotz declared the motion carried.

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Motion was made by Trustee Mueller, seconded by Trustee Brady to approve and place on file the minutes of the regular Village Board Meeting held on November 7, 2023. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

At this time a presentation and an award was received from Mr. Jeremy Custer, Government Affairs/Political Director, Ms. Jill Gigstad, Communications Director, and Ms. Jodi Frailey, Regional Manager - Illinois Field Operations all of the Indiana-Illinois-Iowa Foundation for Fair Contracting (III FFC).

At this time the Village of Tinley Park and the Tinley Park Fire Department expressed their gratitude and appreciation to Local 11 Union of Roofers and Waterproofers, represented this evening by Gary Menzel, Mike Lafferty, Robert Arrezola, and Jason Catona, for their professional and dedicated work on the new Fire Training Tower roof, which was completed on October 2, 2023.

At this time a presentation from Ms. Zanetta Miller, Executive Director of Public Relations and Resource Development at South Suburban College was received.

Motion was made by Trustee Brennan, seconded by Trustee Brady to appoint **GRACE ROLENS TO THE POSITION OF ADMINISTRATIVE ASSISTANT**, effective November 27, 2023. Grace has over 13 years of clerical and administrative experience working in various office environments managing daily operations. She has excellent customer service skills, an aptitude for technology, and is very detailed oriented. She holds an Associate Degree in Communications. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Mahoney, seconded by Trustee Mueller to consider approving the following Consent Agenda items:

- A. CONSIDER ADOPTING RESOLUTION 2023-R-142 APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE INTERNATIONAL UNION OF OPERATION ENGINEERS, LOCAL 150.
- B. CONSIDER ADOPTING RESOLUTION 2023-R-144 APPROVING A CONTRACT BETWEEN THE VILLAGE OF TINLEY PARK AND MAD BOMBER FIREWORKS PRODUCTIONS FOR THE INDEPENDENCE DAY EVENT IN THE AMOUNT OF \$50,000.
- C. CONSIDER RESOLUTION 2023-R-148 APPROVING 50/50 MATCH AGREEMENTS THROUGH THE ILLINOIS TRAVEL AND TOURISM GRANT WITH WGN RADIO 72 (\$10,750), ESPN CHICAGO 1000 (\$14,250), AUDACY (\$25,000).
- D. CONSIDER ADOPTING RESOLUTION 2023-R-145 APPROVING A CONTRACT BETWEEN THE VILLAGE OF TINLEY PARK AND CHRISTOPHER B. BURKE ENGINEERING, LTD. FOR HELIPAD IMPROVEMENTS - DRY UTILITY RELOCATION PROJECT CONSTRUCTION OBSERVATION SERVICES IN THE AMOUNT OF \$41,006.
- E. CONSIDER PAYMENTS OF OUTSTANDING BILLS IN THE AMOUNT OF \$6,974,338.37 AS LISTED ON THE VENDOR BOARD APPROVAL REPORTS DATED NOVEMBER 10 AND 17, 2023.

President Glotz asked if anyone from the Board would like to remove or discuss any items from the Consent Agenda. No items were removed or discussed. President Glotz asked if there were any comments from

members of the public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Mahoney, seconded by Trustee Brennan to adopt and place on file **ORDINANCE 2023-O-075 AMENDING THE TINLEY PARK ZONING ORDINANCE FOR THE PURPOSE OF REGULATING STREET LEVEL COMMERCIAL IN THE LEGACY DOWNTOWN CORE**. The text amendment will make changes to Section XII.2.A.3. of the Zoning Ordinance to relocate a segment of the street frontage designated as “Street-Level Commercial Required” from a certain segment of North Street to a certain segment of the 67th Court extension that will be adjacent to the Harmony Square Plaza. The Plan Commission held a Public Hearing on November 18, 2023, and voted 6-0 to recommend approval by the Village Board. President Glotz asked if there were any comments from members of the Board or public. A resident stated her concerns with how the density of the West Point at Harmony Square development will affect the surrounding neighborhood. She also had concerns about parking. President Glotz noted that the developer has added additional parking to this development. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Brennan, seconded by Trustee Shaw to adopt and place on file **ORDINANCE 2023-O-077 PROVIDING FOR THE VACATION OF PORTIONS OF NORTH STREET AND 173RD STREET (FORMERLY KNOWN AS HICKORY STREET) – WEST POINT AT HARMONY SQUARE REDEVELOPMENT**. This is a Final Plat of Vacation for the 173rd Street right-of-way and Harmony Square Final Plat of Subdivision. The Plan Commission voted 6-0 on November 2, 2023, to recommend approval of the Final Plats. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Brennan, seconded by Trustee Shaw to adopt and place on file **RESOLUTION 2023-R-146 APPROVING AND ACCEPTING A FINAL PLAT OF SUBDIVISION FOR CERTAIN PROPERTY LOCATED AT NORTH STREET AND 67TH COURT (WEST POINT AT HARMONY SQUARE)**. This is a Final Plat of Vacation for the 173rd Street right-of-way and Harmony Square Final Plat of Subdivision. The Plan Commission voted 6-0 on November 2, 2023, to recommend approval of the Final Plats. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Sullivan, seconded by Trustee Brady to adopt and place on file **ORDINANCE 2023-O-072 GRANTING A MAP AMENDMENT FOR A CERTAIN VACATED PORTION OF THE 173RD STREET RIGHT-OF-WAY TO BE ZONED TO THE DOWNTOWN CORE (DC) DISTRICT**. The Petitioner seeks to zone a vacated portion of 173rd Street right-of-way to the DC zoning district. The Plan Commission held a Public Hearing on November 2, 2023, and voted 6-0 to recommend approval of the Map Amendment in accordance with the listed plans and Findings of Fact in the Staff Report, subject to the condition that the Plat of Vacation is approved by the Village Attorney, Village Engineer, and Village Board. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Shaw, seconded by Trustee Mueller to adopt and place on file **ORDINANCE 2023-O-073 GRANTING A SPECIAL USE TO WEST POINT BUILDERS, INC. AT CERTAIN PROPERTY LOCATED AT NORTH STREET AND 67TH COURT (WEST POINT AT HARMONY**

**SQUARE).** The Petitioner is seeking Special Use to allow “Accessory Residential Uses on the Street Level in a mixed-use building” at the West Point at Harmony Square development in the DC (Downtown Core) Zoning District. The Plan Commission held a Public Hearing on November 2, 2023, and voted 6-0 to recommend approval of the Special Use with the recommended conditions, plans, and Findings of Fact as noted in the Staff Report. President Glotz asked if there were any comments from members of the Board or public.

Resident David Brueggmann stated his concerns with the development. His concerns included how this development relates to the Legacy Plan, the use of green space, materials used to build, density, economic impact this development will have on Downtown Tinley businesses, traffic, and parking. He also had concerns related to the plans for this development and how they were conveyed to the public. President Glotz noted that at the time of the public hearing on May 16, 2023, the Village did not have the plans. This public hearing was for the development agreement for Harmony Square. Community Development Director Dan Ritter noted that plans were submitted around the beginning of September of this year.

Resident Lisa Latronico stated that she would like to see single family homes built on this property and townhomes would be out of place. She had concerns with the density.

Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Shaw, seconded by Trustee Sullivan to adopt and place on file **ORDINANCE 2023-O-074 GRANTING VARIATIONS FROM THE ZONING ORDINANCE AT CERTAIN PROPERTY LOCATED NORTH STREET AND 67TH COURT (WEST POINT AT HARMONY SQUARE).** The Petitioner is seeking nine (9) variations to construct the West Point at Harmony Square development in the DC (Downtown Core) and DG (Downtown General) Zoning Districts. The Plan Commission held a Public Hearing on November 2, 2023, and voted 6-0 to recommend approval of the variations with the plans, conditions, and Findings of Fact as noted in the Staff Report. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Brennan, seconded by Trustee Sullivan to adopt and place on file **ORDINANCE 2023-O-076 GRANTING A MAP AMENDMENT FOR CERTAIN PROPERTY LOCATED AT 173RD STREET, OAK PARK AVENUE, AND NORTH STREET TO BE REZONED TO CV (CIVIC).** The Village of Tinley Park seeks to rezone the subject property from DC (Downtown Core) Zoning District to the CV (Civic) Zoning District. The Plan Commission held a Public Hearing on November 16, 2023, and voted 7-0 to recommend approval of the Map Amendment in accordance with the listed plans and Findings of Fact in the Staff Report. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Mueller, seconded by Trustee Brennan to adopt and place on file **RESOLUTION 2023-R-147 APPROVING AND ACCEPTING A FINAL PLAT OF SUBDIVISION AND DEDICATION FOR THE HARMONY SQUARE PLAZA.** The requested Plat of Subdivision and Dedication for certain property located at 173rd Street, Oak Park Avenue, and North Street was reviewed by the Plan Commission on November 16, 2023, and voted 7-0 to recommend approval of the Plat in accordance with the listed plans and recommended condition in the Staff Report. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes:



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Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

President Glotz asked if there were any comments from members of the Staff.

Community Development Director Dan Ritter noted that Crema Coffee opened in the Oak Park Avenue Train Station. Right now, it is open from 5 a.m. to noon. It will be open for additional hours in the near future.

Marketing Director Donna Framke announced the Holiday Happenings event will be held Friday, December 1 to Sunday, December 3 at Zabrocki Plaza, 17375 S. Oak Park Avenue. The event includes a Holiday Market, Community Tree-Lighting Ceremony, Parade of Lights, Entertainment, and Visits with Santa.

President Glotz asked if there were any comments from members of the Board.

Trustee Sullivan addressed residents' concerns about parking in the neighborhood near Harmony Square. She noted that special events will now take place at Harmony Square, and this leaves the entire Metra parking lot open for more parking. In the past events were held in the Metra parking lot, which led to less parking. She also noted that the developer of West Point at Harmony Square compromised with the Plan Commission and added additional parking to the development.

Trustee Brennan noted that the Village is working on plans for additional parking in Downtown Tinley. He also noted that the property being developed for West Point at Harmony Square used to be a large school which created a lot of traffic in the neighborhood. He appreciates how flexible the developer has been throughout this process. Trustee Brennan noted that change can be difficult, but the Village needs to move forward with development in Downtown Tinley.

Clerk O'Connor stated that the American dream is different for people, some people's dream is to own a home and others dream of freedom of living in a townhome or renting. It's important to keep an open mind. She noted that there is information regarding TIF on the Village website. The Village website is a good source of information to learn more about TIF and how the Village uses it.

Trustee Mueller stated that a community needs different types of products for a community to be vibrant and the Harmony Square developments bring this to our community. Harmony Square Plaza will add green space to Downtown Tinley.

President Glotz noted that residents are waiting to move into developments like West Point at Harmony Square and The Boulevard. The West Point developer has a good reputation and wants to keep it. He also noted that the Village is working on additional parking in the downtown area. He also noted that he understands that change can be difficult.

President Glotz asked if there were any comments from members of the public.

A resident asked if the older trees at the West Point property would be cut down. Community Development Director Ritter stated that they would be cut down.

Resident Tom Morgan stated that he welcomes the new development and is happy to see the growth in Tinley Park. Mr. Morgan questioned why the Village is going to have a two-month cycle for water billing and why is there an administration fee. President Glotz and Assistant Village Manager Lipman explained the

**Meeting of the Board of Trustees – Minutes****November 21, 2023**

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history of the water and sewer infrastructure in the Village and why the Village adjusted the water billing. President Glotz explained that the new water billing structure is tiered and those who use more water will pay at a higher rate. He also noted there is information regarding the water billing changes on the Village website.

A resident of 67<sup>th</sup> Court asked if her street would be a two-way street. She stated concerns with the traffic on her street during special events. 67<sup>th</sup> Court will be a two-way street.

Motion was made by Trustee Sullivan, seconded by Trustee Brennan to adjourn the Village Board meeting at 8:15 p.m. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

PLEASE NOTE: Where there is no summary of discussion on any items in the minutes, this reflects that no discussion occurred other than the introduction of the item.

APPROVED:

\_\_\_\_\_  
Village President

ATTEST:

\_\_\_\_\_  
Village Clerk

**CONDUCT  
SWEARING IN  
CEREMONY  
FOR  
FIREFIGHTERS**

***Trustee Brennan***



# **COMMISSION APPOINTMENT FOR FISCAL YEAR 2024**

**President Glotz**

**CONSIDER THE APPOINTMENT OF:**

**JAIME DAVILA – HELPDESK COORDINATOR**

**President Glotz**



# Interoffice Memo

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**Date:** December 5, 2023

**To:** Committee of the Whole

**From:** Laura Godette

**Subject:** 2024 Meeting Schedules

Attached are the proposed 2024 meeting regular schedules for the Village Board and Committee of the Whole meetings.

- Committee of the Whole meetings will be held on the first and third Tuesdays of each month at 6:00 p.m.; and
- Regular Village Board meeting will be held on the first and third Tuesdays of each month beginning at 6:30 p.m.

Notice of the of the 2024 Village Board and Committee of the Whole meetings will be published in the Southtown Newspaper upon approval of these schedules.

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**THE VILLAGE OF TINLEY PARK**  
**Cook County, Illinois**  
**Will County, Illinois**

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**RESOLUTION**  
**NO. 2023-R-149**

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**A RESOLUTION AUTHORIZING THE REGULAR MEETINGS SCHEDULES FOR  
THE PRESIDENT AND BOARD OF TRUSTEES  
AND COMMITTEE OF THE WHOLE IN 2024**

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**MICHAEL GLOTZ, PRESIDENT**  
**NANCY M. O'CONNOR, VILLAGE CLERK**

**WILLIAM P. BRADY**  
**WILLIAM A. BRENNAN**  
**DENNIS P. MAHONEY**  
**MICHAEL G. MUELLER**  
**KENNETH E. SHAW**  
**COLLEEN M. SULLIVAN**  
**Board of Trustees**

**RESOLUTION NO. 2023-R-149****A RESOLUTION AUTHORIZING THE REGULAR MEETINGS SCHEDULES FOR  
THE PRESIDENT AND BOARD OF TRUSTEES AND COMMITTEE OF THE WHOLE  
IN 2024**

**WHEREAS**, the Village of Tinley Park is a home rule municipality, having all of the powers and authority granted to such municipalities pursuant to Article VII, Section 6 of the Illinois Constitution of 1970, including the right to exercise any power and perform any function pertaining to its government and affairs; and;

**WHEREAS**, the President and Board of Trustees of the Village of Tinley Park have determined it to be in the best interest of the Village to set the time for the Village's schedule of regular meetings of the Board of Trustees of the Village of Tinley Park at 6:30 p.m., on the first and third Tuesdays of each month in calendar year 2024, a true and correct copy of such schedule begin attached hereof as **EXHIBIT 1**; and

**WHEREAS**, the President and Board of Trustees of the Village of Tinley Park have determined it to be in the best interest of the Village to set the time for the Village's schedule of regular meetings of the Committee of the Whole of the Village of Tinley Park at 6:00 p.m., on the first and third Tuesdays of each month in calendar year 2024, a true and correct copy of such schedule begin attached hereof as **EXHIBIT 2**; and

**WHEREAS**, notice of the proposed change will be published in the Daily Southtown newspaper and posted at the Village Hall otherwise provided in accordance with the requirements of the Illinois Open Meetings Act (5 ILCS 120/1 *et seq.*).

**BE IT RESOLVED** by the President and the Board of Trustees of the Village of Tinley Park, Cook and Will Counties, Illinois, as follows:

**ADOPTED** this 5<sup>th</sup> day of December, 2023, pursuant to a roll call vote of the Corporate Authorities of the Village of Tinley Park as follows:

AYES:

NAYS:

ABSENT:

APPROVED this 5<sup>th</sup> day of December, 2023, by the President of the Village of Tinley Park.

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Village President

ATTEST:

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Village Clerk

STATE OF ILLINOIS        )  
COUNTY OF COOK         )  
COUNTY OF WILL         )

SS

CERTIFICATE

I, NANCY M. O’CONNOR, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2023-R-149, “A RESOLUTION AUTHORIZING THE REGULAR MEETINGS OF THE PRESIDENT AND BOARD OF TRUSTEES AND COMMITTEE OF THE WHOLE IN 2024” which was adopted by the President and Board of Trustees of the Village of Tinley Park on December 5, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 5<sup>th</sup> day of December, 2023.

VILLAGE CLERK

## EXHIBIT ONE

FOR INFORMATION AND POSTING PURPOSES  
Per 5 ILCS 120/2.03

**NOTICE OF SCHEDULE OF REGULAR MEETINGS OF THE  
COMMITTEE OF THE WHOLE  
OF THE BOARD OF TRUSTEES OF THE VILLAGE OF TINLEY PARK, ILLINOIS,  
FOR THE CALENDAR YEAR 2024**

NOTICE IS HEREBY GIVEN that the **COMMITTEE OF THE WHOLE** of the Board of Trustees of the Village of Tinley Park, Illinois will conduct its regular meetings for the calendar year 2024 at the Village Hall, 16250 S. Oak Park Avenue, Tinley Park, Illinois, **at 6:00 PM** local time, on the following dates:

January 2, 2024  
January 16, 2024

July 2, 2024  
July 16, 2024

February 6, 2024  
February 20, 2024

August 20, 2024

March 5, 2024  
March 19, 2024

September 3, 2024  
September 17, 2024

April 2, 2024  
April 16, 2024

October 1, 2024  
October 15, 2024

May 7, 2024  
May 21, 2024

November 5, 2024  
November 19, 2024

June 4, 2024  
June 18, 2024

December 3, 2024  
December 17, 2024

Board of Trustees  
Village of Tinley Park, IL

By: Nancy M. O'Connor  
Village Clerk

FOR INFORMATION AND POSTING PURPOSES  
Per 5 ILCS 120/2.03

**NOTICE OF SCHEDULE OF REGULAR MEETINGS OF THE  
BOARD OF TRUSTEES OF THE VILLAGE OF TINLEY PARK, ILLINOIS,  
FOR THE CALENDAR YEAR 2024**

NOTICE IS HEREBY GIVEN that the **BOARD OF TRUSTEES** of the Village of Tinley Park, Illinois will conduct its regular meetings for the calendar year 2024 at the Village Hall, 16250 S. Oak Park Avenue, Tinley Park, Illinois, **at 6:30 PM** local time, on the following dates:

January 2, 2024  
January 16, 2024

July 2, 2024  
July 16, 2024

February 6, 2024  
February 20, 2024

August 20, 2024

March 5, 2024  
March 19, 2024

September 3, 2024  
September 17, 2024

April 2, 2024  
April 16, 2024

October 1, 2024  
October 15, 2024

May 7, 2024  
May 21, 2024

November 5, 2024  
November 19, 2024

June 4, 2024  
June 18, 2024

December 3, 2024  
December 17, 2024

Board of Trustees  
Village of Tinley Park, IL

By: Nancy M. O'Connor  
Village Clerk





# Interoffice Memo

**Date:** November 29, 2023

**To:** Village Board

**Cc:** Patrick Carr, Hannah Lipman

**From:** Anthony Ardolino

**Subject:** Annual maintenance renewal document and agenda management software Hyland OnBase

Presented for December 5, 2023 Committee of the Whole meeting discussion and action:

**Description:** Approve the purchase of annual maintenance for document and agenda management software Hyland OnBase.

**Background:** The Village uses the OnBase software from Hyland for the storing of critical documents and for the creation of board/committee agendas.

In order for this software to receive updates, support and licensing the Village must purchase annual maintenance.

This maintenance is only available to purchase from Imaging Systems Inc. (IDT) therefore a competitive bid/quote process is not available as IDT is the sole source vendor capable of supplying this software renewal.

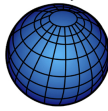
This renewal period is from January 1, 2024 until December 31, 2024

**Budget/Finance:** Funding is budgeted and available in the approved FY24 operating budget via the account 01-16-000-72655 in Information Technology's Software and Licensing GL.

**Staff Direction Request:** Award the purchase of annual maintenance for document and agenda management software Hyland OnBase from Imaging Systems Inc. for the amount of \$29,086.33

**Attachments:**

1. Renewal from IDT for Hyland OnBase


**IDT**
*putting paper in its place*

 1009 W. Hawthorn Drive  
 Itasca, IL 60143

# Invoice

DATE	INVOICE #
10/18/2023	7423-01

BILL TO
Village of Tinley Park Anthony Ardolino 16250 S. Oak Park Avenue Tinley Park, IL 60477 708-444-5000

SHIP TO
Village of Tinley Park Anthonhy Ardolino 16250 S. Oak Park Avenue Tinley Park, IL 60477 708-444-5000

P.O. NUMBER	TERMS	DUE DATE	REP	SHIP	STATUS
		11/18/2023	HA	10/18/2023	

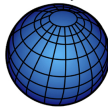
QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
1	SME	Annual Hyland OnBase Software Assurance Renewal- Agenda Management (1) Document Import Processor (1) Local Gov't Concurrent Client (6) Local Gov't Distributed Disk Service (1) Local Gov't Licensing Bundle (1) Local Gov't Workflow Conc Client SL (4) Full-Text Indexing Conc Client for Autonomy IDOL (2) Full-Text Indexing Server for Autonomy IDOL (1) Batch OCR (1) PDF Framework (1) Conversion Framework for Aspose (1) Local Government Concurrent License (10) Local Government Workflow Concurrent Client SL (2) - HR Department Extended Support Fee Effective Term Dates: 1/1/24 to 12/31/24  *THIS INVOICE NOW INCLUDES AN EXTENDED SUPPORT FEE.  In order to ensure full support services, please process payment by the due date. Thank you.	29,086.33	29,086.33



Major Credit Cards Accepted

**Total**

Phone #	Fax #	E-mail	Web Site
(630) 875-1100	(630) 875-1101	donna.taconi@idt-inc.com	www.idt-inc.com


**IDT**
*putting paper in its place*

 1009 W. Hawthorn Drive  
 Itasca, IL 60143

# Invoice

DATE	INVOICE #
10/18/2023	7423-01

<b>BILL TO</b>
Village of Tinley Park Anthony Ardolino 16250 S. Oak Park Avenue Tinley Park, IL 60477 708-444-5000

<b>SHIP TO</b>
Village of Tinley Park Anthonhy Ardolino 16250 S. Oak Park Avenue Tinley Park, IL 60477 708-444-5000

P.O. NUMBER	TERMS	DUE DATE	REP	SHIP	STATUS
		11/18/2023	HA	10/18/2023	

QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
		email: A. Ardolino cc: J. Olney		

 PLEASE REMIT TO:  
 IMAGING SYSTEMS, INC.  
 P.O. BOX 482  
 Itasca, IL 60143-0482  
 Fed. Tax ID: 36-3821209


Major Credit Cards Accepted

Terms &amp; Conditions: A 1.5% per month interest fee shall be applied on invoices in excess of 30 days.

<b>Total</b>	<b>\$29,086.33</b>
--------------	--------------------

Phone #	Fax #	E-mail	Web Site
(630) 875-1100	(630) 875-1101	donna.taconi@idt-inc.com	www.idt-inc.com

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11/17/2023 11:32:15AM

**Voucher List**  
**Village of Tinley Park**

Page: 1

Bank code : apbank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
204885	11/17/2023	020246 FIFTH THIRD BANK	000011		****2177 POSTER AWARDS BREAKI 01-19-020-72220	675.00
			00015277129		****2177 TAFFY APPLES FOR STAFI 01-14-000-72974	546.50
			007506		****2177 PAPER TOWELS, WATER, 60-00-000-73115	11.90
					63-00-000-73115	11.90
					64-00-000-73115	10.19
					01-26-023-73115	33.99
					01-26-024-73115	17.00
					01-26-025-73580	39.96
			011724		****2177 REGISTRATION FOR ILLIN 01-35-000-72130	75.00
			012723		****2177 HALLOWEEN PARTY ITEM 01-41-056-72954	57.88
					01-41-056-72750	125.70
					01-41-056-73110	41.94
			025530		****2177 CHINET PLATES, PEPSI, C 01-41-056-72954	158.88
			025957		****2177 FD ANNUAL POSTER PICK 01-19-000-72220	836.04
			026468		****2177 5 CASES WATER (VILLAGE 60-00-000-73115	4.58
					63-00-000-73115	4.58
					64-00-000-73115	3.92
					01-26-023-73115	13.08
					01-26-024-73115	6.54
					01-14-000-73115	32.70
			039611		****2177 CUTLERY, LENS WIPES, F 64-00-000-73110	2.38
					60-00-000-73115	7.61
					63-00-000-73115	7.61
					64-00-000-73115	6.53
					01-26-023-73110	7.94
					01-26-023-73115	21.77
					01-26-024-73110	3.97

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**Voucher List**  
**Village of Tinley Park**

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Bank code : apbank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
204885	11/17/2023	020246 FIFTH THIRD BANK	(Continued)			
					01-26-024-73115	10.94
					60-00-000-73110	5.00
					63-00-000-73110	0.55
			053315		****2177 BATTERIES, WATER, PEP	
					01-14-000-73115	114.08
					60-00-000-73110	14.60
					63-00-000-73110	1.62
					64-00-000-73110	6.95
					60-00-000-73115	3.66
					63-00-000-73115	3.66
					64-00-000-73115	3.14
					01-26-023-73110	23.18
					01-26-023-73115	10.46
					01-26-024-73110	11.59
					01-26-024-73115	5.24
			067066		****2177 CHOC FAVES, HALLOWEE	
					01-14-000-72974	135.45
			079571		****2177 DUNKIN COFFEE - VETER	
					01-41-050-72932	53.88
			079571		****2177 REFUND ON TAX PAID - OI	
					01-41-050-72932	-2.44
			082025304000		****2177 CLASSIFIED ADS - CURRE	
					01-33-310-72330	250.50
					30-00-000-75905	316.09
					60-00-000-72330	82.65
					63-00-000-72330	82.65
					64-00-000-72330	70.85
					01-26-023-72330	268.09
			088927		****2177 CLEANING SUPPLIES	
					01-26-025-73580	96.96
					60-00-000-73115	1.80
					63-00-000-73115	1.80
					64-00-000-73115	1.54
					01-26-023-73115	5.14
					01-26-024-73115	2.57
					01-17-205-73315	179.75

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**Voucher List**  
**Village of Tinley Park**

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Bank code : apbank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
204885	11/17/2023	020246 FIFTH THIRD BANK	(Continued) 091295		****2177 WATER - PW 60-00-000-73115	14.75
					63-00-000-73115	14.75
					64-00-000-73115	12.64
					01-26-023-73115	42.15
					01-26-024-73115	21.09
		093665			****2177 CUTLERY PAC, 2% MILK, C 01-19-020-72220	100.07
		095672			****2177 BULK BALOONS - SENIOR 01-42-000-72954	95.40
		096055			****2177 PAPER TOWELS, WATER, 01-26-025-73580	280.56
					60-00-000-73110	13.19
					63-00-000-73110	1.47
					64-00-000-73110	6.27
					60-00-000-73115	3.33
					63-00-000-73115	3.33
					64-00-000-73115	2.85
					01-26-023-73110	20.93
					01-26-023-73115	9.51
					01-26-024-73110	10.46
					01-26-024-73115	28.52
		09999			****2177 GIFT FOR BILL GOMOLKA 60-00-000-73110	32.62
					63-00-000-73110	3.62
					64-00-000-73110	15.54
		100423			****2177 SANDWICH'S FOR SALT S 01-26-023-72220	93.98
		100523			****2177 CHICAGO TRIBUNE MONT 01-35-000-72720	34.00
		101123			****2177 SENIOR CENTER & PUBLI 60-00-000-73115	30.64
					63-00-000-73115	30.64
					64-00-000-73115	15.32
					01-41-056-72937	14.90
		101223			****2177 REGISTRATION FOR B. AZ	

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**Voucher List**  
**Village of Tinley Park**

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Bank code : apbank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
204885	11/17/2023	020246 FIFTH THIRD BANK	(Continued)			
			101323		01-15-000-72140 ****2177 VETERANS COMMISOIN S	225.00
			101423		01-41-050-72932 ****2177 ADOBE STOCK	52.69
			101623		01-35-000-72720 ****2177 SIMPLIFILE SYSTEMS 175	79.99
			101723		01-13-000-72791 ****2177 HOSPITALITY BAGS	112.57
			101823		01-35-100-73870 ****2177 FIRE DEPT - MEETING & C	304.73
			101923		01-19-000-72170 ****2177 FINANCE TEAM - DAVES L	178.30
			101923		01-15-000-72220 ****2177 TREE LIGHTING CEREMO	341.93
			102623		01-35-000-72954 ****2177 CLICK N' SHIP	250.00
			102623		01-14-000-72110 ****2177 OKTOBERFEST TABLECLC	57.50
			102823		01-41-056-72954 ****2177 CANDY FOR SENIOR CEN'	35.76
			102923		01-41-056-72937 ****2177 HALLOWEEN PARTY PRIZ	84.30
			103123		01-41-056-72937 ****2177 HALLOWEEN PARTY PRIZ	86.92
			1101902994		01-41-056-72954 ****2177 CHICAGO TRIBUNE MONT	339.34
			111-5220401		01-41-056-72750 ****2177 MICROPHONES ON TABLE	218.30
			111-5299229		01-41-056-73110 ****2177 GOLD FOIL CERTIFICATE	24.98
			111-5368931		01-14-000-73110 ****2177 COMMAND VARIETY PACK	137.65
					01-35-000-73110 ****2177 J-HONG WASHABLE SIDE'	72.96
					01-35-000-73870	14.58

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**Voucher List**  
**Village of Tinley Park**

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**Bank code :** apbank

<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
204885	11/17/2023	020246 FIFTH THIRD BANK	(Continued)			
			112-1349868		01-35-000-72923 ****2177 SWIVEL MF PLUMBING SL	127.85
			112-2165924		01-26-025-72530 ****2177 3 POSITION PINTLE HOOE	117.98
			112-2165924.		01-21-000-72530 ****2177 ANG COSY 10 TON PINTLE	232.94
			112-4709006		01-21-000-72530 ****2177 RETURN OF SMART OIL T/	186.46
			112-4709006-2038616		01-26-023-72530 ****2177 OIL TANK METER WIFI HE.	-199.98
			112-8177713		01-26-023-73410 ****2177 DIESEL NOZZLE 3/4 GRE	199.98
			113-1665955		01-26-025-72530 ****2177 COLORED FILE FOLDER, '	167.80
			113-5912913		01-19-000-73110 ****2177 SEYMAC IPAD 9TH GENE	41.10
			113-5912913		01-19-000-73110 ****2177 REFUND - RETURN OF SE	104.36
			113-6872833		01-19-000-73110 ****2177 MANDALA CRAFTS HALLO	-104.36
			114-0325020		01-35-100-72790 ****2177 DESKTOP EXTERNAL HAR	60.89
			114-1918189		01-16-000-74128 ****2177 REFUND ON SHIPPING	502.15
			114-4297383		01-16-000-73110 ****2177 SCOTCH-BRIDE DISHWAN	-0.81
			114-5177163		01-19-000-73110 ****2177 SEYMAC IPAD CASE - HEA	43.45
			114-7403063		01-19-020-73110 ****2177 SKINIT LAPTOP DECAL TH	106.55
			125/NQR		01-16-000-74128 ****2177 IPWMAN CONFERENCE J	29.99
					01-26-023-72170	19.60
					60-00-000-72170	11.52
					63-00-000-72170	2.20
					64-00-000-72170	5.88



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**Voucher List**  
**Village of Tinley Park**

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**Bank code :** apbank

<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
204885	11/17/2023	020246 FIFTH THIRD BANK	(Continued)			
			1403		****2177 AEC FULL CONFERENCE 1 01-33-300-72170	230.00
			144/NQR		****2177 IPWMAN CONFERENCE - , 01-26-023-72170	19.60
					60-00-000-72170	11.52
					63-00-000-72170	2.20
					64-00-000-72170	5.88
			15723086		****2177 SERIAL CONVERTER RS-2 60-00-000-72528	83.00
					63-00-000-72528	83.00
			20368		****2177 MEMBERSHIP - A. MITCHE 01-12-000-72720	155.00
			2134		****2177 HALLOWEEN PARTY 01-41-056-72954	200.36
			2253057		****2177 ANNUAL CRAINS CHICAGO 01-15-000-72720	169.00
			23-124		****2177 LE NVG ONLINE TRAINING 01-17-220-72140	832.00
			2358-3261		****2177 TROLLEY GHOUL MAGNE 01-35-100-72790	187.00
			292989		****2177 ANNUAL SOFTWARE REN 01-21-210-72655	729.95
			295001		****2177 RECEPTION FOR HSH HAI 01-41-057-72940	200.00
			378		****2177 SALT SEMINAR 01-26-023-72220	93.98
			44825	VTP-020340	****2177 COFFEE SHOP EQUIPMEN 30-00-000-75909	7,979.94
			589095		****2177 DONUTS AND COFFEE PL 01-41-048-72220	78.98
			5959		****2177 REGISTRATION 2023 FULL 01-19-000-72170	160.00
			90344468	VTP-020354	****2177 KITCHEN EQUIPMENT FOI 30-00-000-75909	12,318.73
			90640		****2177 REACH SYSTEM REPLACM 01-35-100-73870	538.00

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**Voucher List**  
**Village of Tinley Park**

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Bank code : apbank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
204885	11/17/2023	020246 FIFTH THIRD BANK	(Continued) 9100065593479		****2177 MEDICAL BILL FOR LINDS. 01-17-225-73600	579.00
			C-1DODE8CE58984EAO		****2177 DYNAMIC POLICE OFC JA 01-17-220-72140	200.00
			ER2023056826		****2177 SIMPLIFILE SYSTEMS 195 01-14-000-72355	75.81
			L441-P-5974749		****2177 PHYSICAL EXAM LINDSAY 01-17-225-73600	170.00
			P24719		****2177 SUPPLIES FOR BOO BASH 01-35-000-72923	70.17
			QSCXFVX7G2		****2177 PROMOTING 01-35-000-72653	150.00
			Y4SXVTP8G2		****2177 PROMOTING 01-35-000-72653	57.96
			YJZWCU39G2		****2177 PROMOTING 01-35-000-72653	150.00
Total :						<b>35,947.67</b>
204886	11/17/2023	020246 FIFTH THIRD BANK	100423		****2177 CLICK 'N SHIP 01-13-000-72110	9.95
			101123		****2177 CRAFT SUPPLIES 01-41-056-72937	19.79
			101623		****2177 EXPEDITED CARD DELIVE 01-14-000-72315	25.00
			101823		****2177 ILL FIRE CHIEFS ASSOC 5 01-19-000-72170	5.60
			102023		****2177 - MISC CHARGE TH ETIME 01-14-000-73110	1.00
			112-2165924		****2177 EASY MOUNT TRUCK TOC 01-21-000-72530	16.75
			114-1918189		****2177 DRY ERASE MARKER SET 01-16-000-73110	12.35
			114-9402854		****2177 HALLOWEEN WINDOW DE 01-17-205-73600	9.99
			11-5368931		****2177 SHEER ORGANZA RIBBON 01-35-000-72923	12.95

Bank code : apbank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
204886	11/17/2023	020246	020246 FIFTH THIRD BANK		(Continued)	
Total :						113.38
Bank total :						36,061.05

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**Voucher List**  
**Village of Tinley Park**

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Bank code : apbank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
204887	11/24/2023	010955 A T & T LONG DISTANCE	827776689		CORPORATE ID931719 LB TIP LINE 01-17-225-72120	75.99
<b>Total :</b>						<b>75.99</b>
204888	11/24/2023	020879 AMAZON CAPITAL SERVICES, INC.	11GM-4MVG-6LNR		OFFICE SIGN/SUPPLIES ORDER# 111-01-21-210-73110	58.15
			17ML-4M66-X3VF		MONTHLY PLANNER ORDER# 111-01-15-000-73110	10.99
			1DTF-JR6H-Y739		HANDHELD TRANSCEIVER ORDER 01-21-000-72530	299.00
			1DXR-NTD3-XM4R		CALENDARS & POST-IT NOTES OF 01-14-000-73110	67.15
			1H79-T9HG-3CLL		DOCKING STATION ORDER# 114-01-16-000-74128	252.99
			1NXQ-6D1W-66DH		STOP/SLOW PADDLE ORDER# 113-01-21-000-73870	339.88
			1PCJ-NRDV-1X6R		HOLIDAY LIGHT PROJECTOR ORDER# 01-35-000-72954	44.99
			1Q4N-6WXL-G6J7		SANTA WIG/BEARD & PICTURE HA 01-35-000-72954	26.36
			1R9T-P9MD-3KXK		LAMINATING POUCHES& NAME BA 01-14-000-73110	35.89
					01-12-000-73110	93.66
			1RKJ-FNC3-3W4T		BOOT SCRAPER ORDER# 114-700-01-33-300-73870	34.94
			1RL3-NWLT-1HQ6		HANES CREW SOCKS ORDER# 114-01-26-023-73610	29.99
			1TXT-7T4K-1N33		NUMBER/LETTER STICKERS,SPOT 01-35-000-72954	65.26
			1YTJ-WWJX-1LCH		HOLIDAY BELL NECKLACES ORDER# 01-35-000-72954	40.99
<b>Total :</b>						<b>1,400.24</b>
204889	11/24/2023	020879 AMAZON CAPITAL SERVICES, INC.	143J-RY9D-TC7Y		AUDIO CABLES& CORD WRAP 01-35-000-72982	131.64
			1K7K-MW3Y-3746		AVERY COVER UP ID LABELS ORD	

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**Voucher List**  
**Village of Tinley Park**

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Bank code : apbank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
204889	11/24/2023	020879 AMAZON CAPITAL SERVICES, INC.	(Continued)		01-14-000-73110	35.11
					<b>Total :</b>	<b>166.75</b>
204890	11/24/2023	011227 AMERICAN SOLUTIONS FOR	INV07062980	VTP-020411	AP CHECK STOCK FOR MICR PRIN 01-14-000-73110	392.04
					<b>Total :</b>	<b>392.04</b>
204891	11/24/2023	002470 AMPEST EXTERMINATION LLC	8533		REMOVAL OF HORNETS NEST - 17 01-26-023-72790	195.00
			8534		REMOVAL OF HORNETS NEST - 17 01-26-023-72790	195.00
			8604		BEE/WASP NEST REMOVAL FROM 01-26-023-72790	195.00
			8607		REMOVAL OF WASP NEST FROM F 01-26-023-72790	195.00
					<b>Total :</b>	<b>780.00</b>
204892	11/24/2023	010026 ANDERSON PUMP SERVICE	RA1888575	VTP-020391	GAS PUMP SERVICE/TESTING 01-26-025-72530	2,537.70
				VTP-020391	01-26-025-72530	987.73
				VTP-020391	01-26-025-72530	550.00
					<b>Total :</b>	<b>4,075.43</b>
204893	11/24/2023	002974 BETTENHAUSEN CONSTRUCTION SER\	230107		VTP2346 SEMI TRUCK FOR HAULIN 01-26-023-72890	318.75
					60-00-000-73681	468.56
					63-00-000-73681	52.06
					64-00-000-73681	223.13
			230108		VTP2346 SEMI TRUCK TIME FOR H 01-26-023-72890	281.25
					60-00-000-73681	413.44
					63-00-000-73681	45.94
					64-00-000-73681	196.87
			230109		VTP2345 - SEMI TRUCK TIME FOR 01-26-023-73860	225.00
					70-00-000-73860	75.00

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204893	11/24/2023	002974 BETTENHAUSEN CONSTRUCTION SERV	(Continued)			
					60-00-000-73860	283.50
					63-00-000-73860	31.50
					64-00-000-73860	135.00
			230110		VTP2346 SEMI TRUCK FOR HAULIN	
					01-26-023-72890	187.50
					<b>Total :</b>	<b>2,937.50</b>
204894	11/24/2023	018060 CELTIC COMMERCIAL PAINTING,LLC	11367		23-665TE PAINT WORK AT 911 CEN	
				VTP-020399	01-26-025-72790	1,870.00
					<b>Total :</b>	<b>1,870.00</b>
204895	11/24/2023	015199 CHICAGO PARTS & SOUND LLC	3-0059099		AIR FILTER, OIL FILTER - ELECTRIC	
					01-26-024-72540	74.26
			3-0059121		BOOSTER -PWR B - ELECTRICAL U	
					01-26-024-72540	278.85
					<b>Total :</b>	<b>353.11</b>
204896	11/24/2023	017349 CHICAGO STREET CCDD, LLC	25380		DUMP FEES 11/7, 11/8 AND 11/9	
					01-26-023-72890	560.00
					<b>Total :</b>	<b>560.00</b>
204897	11/24/2023	018325 CHICAGO TRIBUNE COMPANY LLC	166164234		ACCT#166164234 CHICAGO TRIBU	
					01-14-000-72720	114.99
					<b>Total :</b>	<b>114.99</b>
204898	11/24/2023	013150 CHRISTIANSEN FARMS LLC	09901		YARD LEAVES 11/6, 11/7, 11/8, 11/9,	
					01-26-023-72890	3,600.00
					<b>Total :</b>	<b>3,600.00</b>
204899	11/24/2023	003137 CHRISTOPHER B.BURKE ENGINEERNG	187585		01.R16373.00028M 80TH AVE FLASI	
				VTP-019744	30-00-000-73830	98.50
					<b>Total :</b>	<b>98.50</b>
204900	11/24/2023	013820 CINTAS CORPORATION	5184890028		MEDICINE CABINET - VH	
					01-26-025-73117	323.03
			5184890034		MEDICINE CABINET - PUMP HOUSI	
					01-26-025-73117	52.07

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204900	11/24/2023	013820 CINTAS CORPORATION	(Continued) 5184890048		MEDICINE CABINET PUMP HOUSE 01-26-025-73117	40.97
			5184890057		MEDICINE CABINET - PW GARAGE 01-26-025-73117	499.00
			5184890065		MEDICINE CABINET - PD SHOOTIN 01-26-025-73117	62.98
			5184890066		MEDICINE CABINET - PUBLIC SAFE 01-26-025-73117	506.73
			5184890098		MEDICINE CABINET - PD 01-26-025-73117	343.48
					<b>Total :</b>	<b>1,828.26</b>
204901	11/24/2023	013892 COMED	6771163052		ACCT#6771163052 TRAFFIC SIGNA 01-26-024-72510	2,224.69
					<b>Total :</b>	<b>2,224.69</b>
204902	11/24/2023	013878 COMED - COMMONWEALTH EDISON	0021100130		ACCT#0021100130 17529 66TH AVE 01-26-024-72510	44.25
			0052035006		ACCT#0052035006 6720 SOUTH ST 01-26-025-72510	1,011.66
			0369095018		ACCT#0369095018 6761 NORTH ST 01-26-024-72510	260.48
			0385440022		ACCT#0385440022 SS BROOKSIE (C 64-00-000-72510	488.90
			0421064066		ACCT#0421064066 LAPORTE RD & 64-00-000-72510	91.82
			0471006425		ACCT#0471006425 19948 SILVERSI 01-26-024-72510	69.45
			0519019106		ACCT#0519019106 6750 SOUTH ST 12-00-000-72510	12.25
			0522112018		ACCT#0522112018 17048 OPA 10/18 01-26-024-72510	23.88
			1222136040		ACCT#1222136040 6760 NORTH ST 01-26-025-72510	43.45
			1222218001		ACCT#1222218001 1 E OPA NORTH 70-00-000-72510	103.61

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204902	11/24/2023	013878 COMED - COMMONWEALTH EDISON	(Continued) 2587063010		ACCT#2587063010 17311 OPA 10/1 12-00-000-72510	19.76
			2922039023		ACCT#2922039023 9342 PARKWOC 01-26-024-72510	27.20
			4329016037		ACCT#4329016037 17238 OPA 10/1 12-00-000-72510	23.88
			5437131000		ACCT#5437131000 7980 W 183RD S 01-26-025-72510	213.84
			5983017013		ACCT#5983017013 19112 S 80TH A 63-00-000-72510	62.44
			7090006006		ACCT#7090006006 17231 OPA 10/1 12-00-000-72510	19.76
			7398024011		ACCT#7398024011 7000 W 183RD S 01-26-024-72510	52.60
					<b>Total :</b>	<b>2,569.23</b>
204903	11/24/2023	020311 COMPUTERSHARE	VILLA01122023		TINL613GO INTEREST	
					01-96-000-98040	299,656.59
					27-00-000-96140	7,509.95
					41-00-000-96140	279,700.00
					64-00-000-96140	99,887.86
					65-00-000-96140	12,495.60
					<b>Total :</b>	<b>699,250.00</b>
204904	11/24/2023	012410 CONSERV FS, INC.	66056525		CONSERV FS SUNNY GLAMOUR C 63-00-000-73680	12.43
					64-00-000-73680	53.25
					60-00-000-73680	111.82
			66056575		WHEELBARROW 6CU HD POLY M6 60-00-000-73410	138.25
					63-00-000-73410	15.36
					64-00-000-73410	65.84
					<b>Total :</b>	<b>396.95</b>
204905	11/24/2023	016470 CONSTRUCTION CONCEPTS OF IL	6276	VTP-020370	PROPER LIGHTING TO 20 FAKE XM 30-00-000-74120	19,890.00



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204905	11/24/2023	016470	016470 CONSTRUCTION CONCEPTS OF IL (Continued)		<b>Total :</b>	<b>19,890.00</b>
204906	11/24/2023	003635	CROSSMARK PRINTING, INC	93206	HOLIDAY VENDOR NAMES/SIGNS 01-35-000-72954	136.00
				93271	COMMISSIONER HOLIDAY PARTY (C 01-35-000-72310	108.50
					<b>Total :</b>	<b>244.50</b>
204907	11/24/2023	010387	EVANS CONSOLES INC.	U042452	GENERAL ACCESSORIES - SIT/STAND 01-26-025-72520	262.97
					<b>Total :</b>	<b>262.97</b>
204908	11/24/2023	020274	FRAME TECH 1 LLC	40005	FRONT ALIGNMENT - POLICE CD L 01-17-205-72540	75.00
					<b>Total :</b>	<b>75.00</b>
204909	11/24/2023	015397	GOVTEMPSUSA LLC	4290582	A. MAMPE WEEKS ENDING 115 AN 01-15-000-72790	2,425.50
					<b>Total :</b>	<b>2,425.50</b>
204910	11/24/2023	014402	LEXISNEXIS RISK DATA MNGMNT	1038013-20231031	OCTOBER 2023 MINIMUM COMMIT 01-17-225-72852	150.00
					<b>Total :</b>	<b>150.00</b>
204911	11/24/2023	013969	MAP AUTOMOTIVE OF CHICAGO	40-739547	BATTERY - POLICE UNIT #13B 01-17-205-72540	139.00
					<b>Total :</b>	<b>139.00</b>
204912	11/24/2023	020518	MARIO'S EVENT RENTALS	QBI22350	TABLES AND CHAIR RENTAL FOR 1 01-35-000-72954	350.68
				VTP-020453	<b>Total :</b>	<b>350.68</b>
204913	11/24/2023	020322	MASTER AUTO SUPPLY	15030-136960	TIE ROD - 1 EACH MOOG POLICE I 01-17-205-72540	104.50
				15030-136962	CTRL ARM W/BALL JNT - POLICE C 01-17-205-72540	145.05
				15030-136968	SENSOR - POLICE RV #2TOM 01-17-205-72540	58.75

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204913	11/24/2023	020322 MASTER AUTO SUPPLY	(Continued) 15030-136969		EXHAUST GASKET, WALKER CLAM 01-17-205-72540	21.25
			15030-136979		GASKET - POLICE UNIT #2T 01-17-205-72540	3.77
			15030-137006		JB KIWK WELD COMPOUNT - POLI 01-17-205-72540	9.49
<b>Total :</b>						<b>342.81</b>
204914	11/24/2023	006074 MENARDS	48308		ACCT# 30860257 - CERAMIC BLOC 01-26-025-73410	3.69
			48315		ACCT# 30860257 - 75W A19 27K 11I 01-26-025-72520	11.99
			48316		ACCT# 30860257 - ZEP LIQUID HEA 01-26-025-73550	14.99
			48378		ACCT# 30860257 - 48" T12 40W 30C 01-26-025-72520	15.98
			48424		ACCT# 30860257 - LENOX R1 PLAS 01-26-025-73630	92.44
			48431		ACCT# 30860257 - LENOX R1 PLAS 01-26-025-73630	-42.98
			48432		ACCT# 30860257 - OSCILLATING PI 01-26-025-73410	49.98
			48443		ACCT# 30860257 - 60W A19 3K LED 01-26-025-72520	49.98
			48479		ACCT# 30860257 - COLOR DUCK 1. 01-26-025-73410	15.45
			48486		ACCT# 30860257 - TC MOUSE GLU 01-26-025-72520	49.79
			48534		ACCT# 30860257 - 4-6" COBRA DR/ 01-26-025-72520	53.19
			48552		ACCT# 30860257 - 70CT LED C6 RE 01-35-000-73112	459.54
			48553		ACCT# 30860257 - 7CT LED C6 GRI 01-35-000-73112	449.55
			48554		ACCT# 30860257 - 70CT LED C6 RE 01-35-000-73112	439.56

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204914	11/24/2023	006074 006074 MENARDS	(Continued)		<b>Total :</b>	<b>1,663.15</b>
204915	11/24/2023	005742 METRO POWER INC.	14142	VTP-020230	ANNUAL MAINTENANCE AND INSP	3,931.84
				VTP-020230	01-26-025-72790	575.11
				VTP-020230	60-00-000-72750	575.11
				VTP-020230	63-00-000-72750	492.94
			14355		64-00-000-72750	
					GENERATOR REPAIRS - FIRE STAT	500.00
					01-26-025-72530	
					<b>Total :</b>	<b>6,075.00</b>
204916	11/24/2023	020938 MIDWEST MECHANICAL GROUP LLC	MC0000133648	VTP-020111	HVAC, VENTILATION AND REFRIGE	933.72
			MC0000133649	VTP-020111	01-26-025-72790	647.38
			MC0000133657	VTP-020111	HVAC, VENTILATION AND REFRIGE	4,582.68
				VTP-020111	01-26-025-72790	
					<b>Total :</b>	<b>6,163.78</b>
204917	11/24/2023	021241 MILLER, LEONARD	111623		REIMBURSEMENT FOR COST SHA	2,018.75
					01-26-023-75200	
					<b>Total :</b>	<b>2,018.75</b>
204918	11/24/2023	006475 PARK ACE HARDWARE	0071784/1		CUST# 89143 - PACKOUT LRG TOC	309.98
			071753/1		01-26-025-73410	33.56
			71714/1		CUST# 9633 - MARK PAINT 15OZ, S	15.99
			71742/1		01-17-220-73600	36.70
			71749/1		CUST# 891432 - VAC BRUSH 2IN1 1	256.41
					01-26-025-73410	28.49
					CUST# 9633 - KEY DOUBLE SIDED	122.10
					01-17-220-73600	
			71762/1		CUST# 891431 DW 20V MAX MATT,	10.57
					60-00-000-73410	
					63-00-000-73410	
					64-00-000-73410	
					CUST#891431 - DEEP IMP SCKT SE	
					60-00-000-73410	

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204918	11/24/2023	006475 PARK ACE HARDWARE	(Continued)		63-00-000-73410 64-00-000-73410 <b>Total :</b>	1.17 5.03 <b>820.00</b>
204919	11/24/2023	020440 POPUS, LLC	112023		PAY FOR POPCORN GIFT BAG ORI 01-35-100-73870 <b>Total :</b>	285.00 <b>285.00</b>
204920	11/24/2023	013587 PROSHRED SECURITY	1286788		PURGE 96 GALLON BIN, SERVICE : 01-17-205-72750 <b>Total :</b>	229.38 <b>229.38</b>
204921	11/24/2023	020282 QBF GRAPHICS GROUP	54023		HOLIDAY HAPPENINGS FLYERS 01-35-000-72954 <b>Total :</b>	557.54 <b>557.54</b>
204922	11/24/2023	006361 RAY O' HERRON CO INC	2307268 2307610		BADGES, GOLD PLATE PLAIN SEAL 01-17-205-73600 SERGEANT BADGES, PLAIN SEAL, 01-17-205-73600 <b>Total :</b>	119.62 302.17 <b>421.79</b>
204923	11/24/2023	016334 RUSH TRUCK CENTERS	3035048215		SENSOR EXHAUST GAT TEMPERA 01-26-023-72540 <b>Total :</b>	155.65 <b>155.65</b>
204924	11/24/2023	007092 SAUNORIS	733428		PROPANE 33LB 60-00-000-73520 63-00-000-73520 64-00-000-73520 01-26-023-73520 01-26-024-73520 <b>Total :</b>	9.24 9.24 7.92 26.40 13.20 <b>66.00</b>
204925	11/24/2023	007109 SIRCHIE	0619317-IN	VTP-020432	EVIDENCE SUPPLIES 01-17-225-73550	302.79

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204925	11/24/2023	007109 007109 SIRCHIE	(Continued)		<b>Total :</b>	<b>302.79</b>
204926	11/24/2023	013043 SITE DESIGN GROUP, LTD.	9604-01		TP POST 3 LANDSCAPE ENHANCE 64-00-000-72840	360.00
					<b>Total :</b>	<b>360.00</b>
204927	11/24/2023	007224 STANDARD EQUIPMENT COMPANY	P46421	VTP-020410	SWEeper 10AUX PARTS 01-26-023-72530 01-26-023-72530	1,613.65 166.47
					<b>Total :</b>	<b>1,780.12</b>
204928	11/24/2023	015452 STEINER ELECTRIC COMPANY	S007455187.001 S007461872.001		REPLACEMENT TEST LEAD SET 01-26-024-73570 MOGUL KEYLESS LAMPHOLDER S 01-26-024-73570	77.48 295.78
					<b>Total :</b>	<b>373.26</b>
204929	11/24/2023	011038 STEVE SPIESS CONSTRUCTION INC.	5297	VTP-020311	POST 2 CHECK METER - PAY REQ 60-00-000-74175	66,885.84
					<b>Total :</b>	<b>66,885.84</b>
204930	11/24/2023	007297 SUTTON FORD INC./FLEET SALES	592380 592443		KIT - TIE ROD - POLICE UNIT 4A 01-17-205-72540 FOR WHEEL ASSY - CAGE - POLIC 01-17-205-72540	57.27 143.69
					<b>Total :</b>	<b>200.96</b>
204931	11/24/2023	019712 TM TIRE CO INC	154540	VTP-020422 VTP-020422 VTP-020422 VTP-020422 VTP-020422 VTP-020422 VTP-020422 VTP-020422 VTP-020422 VTP-020422	FORKLIFT TIRES 60-00-000-73560 63-00-000-73560 64-00-000-73560 60-00-000-73560 63-00-000-73560 64-00-000-73560 60-00-000-73560 63-00-000-73560 64-00-000-73560 60-00-000-73560	194.25 64.75 111.00 252.00 84.00 144.00 73.50 24.50 42.00 150.15

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204931	11/24/2023	019712 TM TIRE CO INC	(Continued)			
				VTP-020422	63-00-000-73560	50.05
				VTP-020422	64-00-000-73560	85.80
					Total :	1,276.00
204932	11/24/2023	007769 TOMAHAWK LIVE TRAP LLC	409203		5' DELUXE ANIMAL CONTROL POLI 01-17-220-72240	575.71
					Total :	575.71
204933	11/24/2023	002165 ULINE, INC	170872742		KRAFT PAPER 36" X 1200', 40-45GA 01-17-220-73600	424.87
					Total :	424.87
204934	11/24/2023	011904 UPS	0000626634453		SHIPPING COSTS - 11/2/23 60-00-000-72110 64-00-000-72110	34.38 14.73
					Total :	49.11
204935	11/24/2023	020918 USABBLUEBOOK	INV00183884		DEIONIZED WATER, TYPE II 20L -M 60-00-000-73550	73.75
			INV00185331		PAINT SUPPLIES	
				VTP-020418	60-00-000-73620	165.92
				VTP-020418	63-00-000-73620	165.92
				VTP-020418	64-00-000-73620	142.22
				VTP-020418	60-00-000-73620	165.92
				VTP-020418	63-00-000-73620	165.92
				VTP-020418	64-00-000-73620	142.22
				VTP-020418	60-00-000-73620	165.92
				VTP-020418	63-00-000-73620	165.92
				VTP-020418	64-00-000-73620	142.22
				VTP-020418	60-00-000-73620	165.92
				VTP-020418	63-00-000-73620	165.92
				VTP-020418	64-00-000-73620	142.22
				VTP-020418	60-00-000-73620	61.42
				VTP-020418	63-00-000-73620	61.42
				VTP-020418	64-00-000-73620	52.63
			SCN012151		FIRE HOSE 1-1/2" X 50' - RETURN	

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204935	11/24/2023	020918	USABBLUEBOOK	(Continued)		
				G	60-00-000-73410	-171.96
				G	63-00-000-73410	-19.11
				G	64-00-000-73410	-81.88
					Total :	1,872.51
204936	11/24/2023	011416	VERIZON WIRELESS	9948450628	ACCT#242459316-00001 CENTRAL	
					60-00-000-72127	16.72
					63-00-000-72127	16.72
					64-00-000-72127	14.34
					Total :	47.78

50   Vouchers for bank code :    apbank

Bank total :    839,179.13

50   Vouchers in this report

Total vouchers :    875,240.18

The Tinley Park Village Board having duly met at Village Hall do hereby certify that the following claims or demands against said village were presented and are approved for payment as presented on the above listing.

In witness thereof, the Village President and Clerk of the Village of Tinley Park, hereunto set their hands.

\_\_\_\_\_ Village President

\_\_\_\_\_ Village Clerk

\_\_\_\_\_ Date

Bank code : apbank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
204939	12/1/2023	013702 A T & T	0447293804		ACCT#8310012334811 VILL OF TP L	
					01-11-000-72120	83.00
					01-12-000-72120	83.00
					01-14-000-72120	83.00
					01-15-000-72120	83.00
					01-16-000-72120	83.00
					01-17-205-72120	83.00
					01-19-000-72120	83.00
					01-21-000-72120	83.00
					01-26-023-72120	83.00
					01-26-024-72120	83.00
					01-26-025-72120	83.00
					01-33-000-72120	83.00
					01-35-000-72120	83.00
					01-42-000-72120	83.00
					60-00-000-72120	53.09
					63-00-000-72120	5.86
					64-00-000-72120	25.28
			7940793802		ACCT#8310011782085 VILL OF TP L	
					01-42-000-72120	150.90
					60-00-000-72120	96.52
					63-00-000-72120	10.65
					64-00-000-72120	46.01
					01-11-000-72120	150.90
					01-12-000-72120	150.90
					01-14-000-72120	150.90
					01-15-000-72120	150.90
					01-16-000-72120	150.90
					01-17-205-72120	150.90
					01-19-000-72120	150.90
					01-21-000-72120	150.90
					01-26-023-72120	150.90
					01-26-024-72120	150.90
					01-26-025-72120	150.90
					01-33-000-72120	150.90
					01-35-000-72120	150.90



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204939	12/1/2023	013702 013702 A T & T	(Continued)		<b>Total :</b>	<b>3,512.01</b>
204940	12/1/2023	019563 AEP ENERGY INC	3013134248		ACCT#3013134248 UTIL#43840280	
					01-26-024-72510	225.25
			3013134260		ACCT#3013134260 UTIL#677116304	
					01-26-024-72510	588.76
					<b>Total :</b>	<b>814.01</b>
204941	12/1/2023	002734 AIR ONE EQUIPMENT, INC	199969		PAC TOOL MOUNTS: IRONSLOK KI	
			200237		01-19-000-73870	265.00
				VTP-020434	GUARD HOOD	
					01-19-000-74619	1,760.00
					01-19-000-74619	15.00
					<b>Total :</b>	<b>2,040.00</b>
204942	12/1/2023	002856 AIRY'S, INC	28306		EMERGENCY REPAIR - 8" BLOW O	
					60-00-000-72745	1,334.79
					63-00-000-72745	1,334.79
					64-00-000-72745	1,144.11
					60-00-000-72745	3.91
					63-00-000-72745	3.91
					64-00-000-72745	3.36
			28335		PAY REQ#5 LAGRANGE ROAD WA	
				VTP-020124	26-00-000-75708	125,834.15
			28450		CONSTRUCTION OF BOOSTER ST	
				VTP-020149	26-00-000-75708	1,130,881.52
					<b>Total :</b>	<b>1,260,540.54</b>
204943	12/1/2023	020879 AMAZON CAPITAL SERVICES, INC.	1F3L-9RGF-CKPH		SANTA HAT& BURLAP BAG ORDER	
					01-26-023-73870	13.19
					60-00-000-73870	8.31
					63-00-000-73870	0.92
					64-00-000-73870	3.96
					01-26-024-73870	6.60
			1JKP-QFQ4-HCN6		TREE STAND & CELLOPHANE WR	
					60-00-000-73870	47.30
					63-00-000-73870	47.30

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204943	12/1/2023	020879 AMAZON CAPITAL SERVICES, INC.	(Continued)		64-00-000-73870	40.54
			1KRK-F44J-GYVP		AIR FRYER/TOASTER ORDER #113	
					01-21-210-73110	144.49
			1NCC-7GC6-FYXT		MESH LIGHTS ORDER# 111-398050	
					60-00-000-73870	21.94
					63-00-000-73870	21.94
					64-00-000-73870	18.80
			1QG3-776K-9VH7		3 RING BINDERS ORDER# 114-9118	
					01-19-000-73110	79.96
			1QJJ-YWJ1-1WGL		HAND BELLS ORDER# 113-4539465	
					01-35-000-72923	8.95
			1WWW-7MCQ-X473		CELLOPHANE WRAPPING ORDER#	
					01-26-023-73870	117.96
					<b>Total :</b>	<b>582.16</b>
204944	12/1/2023	013749 AMERICAN COMPUTER &	27706		MAINT AGREEMENT TELETICKET >	
					01-26-023-72513	118.75
					01-26-024-72513	118.75
					60-00-000-72513	124.69
					63-00-000-72513	41.56
					64-00-000-72513	71.25
					<b>Total :</b>	<b>475.00</b>
204945	12/1/2023	002628 AMERICAN WATER	120123		SEWER TREATMENT SERVICE - BF	
					64-00-000-73225	67,999.50
					<b>Total :</b>	<b>67,999.50</b>
204946	12/1/2023	021245 AUDACY OPERATIONS, INC	2580040	VTP-020482	TOURISM RADIO CAMPAIGN	
					01-35-100-72983	25,000.00
					<b>Total :</b>	<b>25,000.00</b>
204947	12/1/2023	018807 BAXTER & WOODMAN INC	0252748		0190816.60 LAGRANGE RD UTILITY	
					26-00-000-75707	1,502.62
					<b>Total :</b>	<b>1,502.62</b>
204948	12/1/2023	002938 BEST TECHNOLOGY SYSTEMS INC.	BTL-23158-2		POLICE SHOOTING RANGE MAINT	

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204948	12/1/2023	002938 BEST TECHNOLOGY SYSTEMS INC.	(Continued)	VTP-020302	01-26-025-72779	1,100.00
<b>Total :</b>						<b>1,100.00</b>
204949	12/1/2023	002974 BETTENHAUSEN CONSTRUCTION SERV	230111		VTP2347 - SEMI TRUCK FOR HAUL	
					01-26-023-73860	281.25
					60-00-000-73681	413.44
					63-00-000-73681	45.94
					64-00-000-73681	196.87
			230112		VTP2347 - SEMI TRUCK FOR HAUL	
					01-26-023-72890	281.25
					60-00-000-73681	413.44
					63-00-000-73681	45.94
					64-00-000-73681	196.87
			230113		VTP2347 - SEMI TRUCK TIME FOR	
					01-26-023-72890	300.00
					60-00-000-73681	441.00
					63-00-000-73681	49.00
					64-00-000-73681	210.00
<b>Total :</b>						<b>2,875.00</b>
204950	12/1/2023	020603 BILL FIGEL PUBLIC RELATION LLC	017		PR ACTIVITIES OCTOBER '23	
					01-14-000-72790	1,500.00
			018		PR ACTIVITIES NOVEMBER '23	
					01-14-000-72790	1,500.00
<b>Total :</b>						<b>3,000.00</b>
204951	12/1/2023	018671 BONAREK, DAVID	112823		REIM: PRESCRIPTION SAFETY GL	
					01-26-023-73845	475.55
<b>Total :</b>						<b>475.55</b>
204952	12/1/2023	021217 CDE BODY SHOP II INC	160004998	VTP-020442	VEHICLE MAINTENANCE FOR 1C	
					01-17-205-72540	8,349.89
<b>Total :</b>						<b>8,349.89</b>
204953	12/1/2023	015199 CHICAGO PARTS & SOUND LLC	2-0001306		WEATHER MATS - BLDG DEPT UNI	
					01-33-300-72540	380.68

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204953	12/1/2023	015199	015199 CHICAGO PARTS & SOUND LLC	(Continued)	<b>Total :</b>	<b>380.68</b>
204954	12/1/2023	018325	CHICAGO TRIBUNE COMPANY LLC	197792300	ACCT#197792300 SOUTHTOWN PF 01-17-205-72720	72.99
					<b>Total :</b>	<b>72.99</b>
204955	12/1/2023	012057	COMCAST CABLE	8771401810265348	ACCT#8771401810265348 6829 173 01-19-000-72517	107.85
				8771401810316240	ACCT#8771401810316240 7850 183 01-17-205-72517	55.51
					<b>Total :</b>	<b>163.36</b>
204956	12/1/2023	013878	COMED - COMMONWEALTH EDISON	0777127143	ACCT#0777127143 9550 W 184RD S 64-00-000-72510	112.43
				1222203064	ACCT#1222203064 17329 OAK PAR 01-26-025-72510	427.22
				2761036017	ACCT#2761036017 8317 AMBERLY 01-26-024-72510	69.66
				3784064010	ACCT#3784064010 16301 CENTRA 60-00-000-72510	24.03
					63-00-000-72510	24.04
				4803158058	ACCT#4803158058 RIDGEFIELD LN 64-00-000-72510	146.06
				6483053261	ACCT#6483053261 17495 S LAGRA 01-26-023-72510	24.06
				7063131025	ACCT#7063131025 7813 174TH ST 64-00-000-72510	33.43
					<b>Total :</b>	<b>860.93</b>
204957	12/1/2023	012410	CONSERV FS, INC.	105015023	DIESELEX GOLD ULTRA LS DYED - 60-00-000-73545	375.38
					63-00-000-73545	93.84
					64-00-000-73545	201.10
				66056662	ICE MELT - LIGHTENING PREMIUM 01-26-023-73810	2,396.10
				VTP-020459	<b>Total :</b>	<b>3,066.42</b>

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204958	12/1/2023	018234 CORE & MAIN LP	T939989		HYMAX 2 FLIP COUPLING	
					60-00-000-73630	1,105.05
					63-00-000-73630	122.78
					64-00-000-73630	526.21
					<b>Total :</b>	<b>1,754.04</b>
204959	12/1/2023	003635 CROSSMARK PRINTING, INC	93263		CITATION AND NOTICE FORM/COL	
					01-17-205-72310	500.00
					<b>Total :</b>	<b>500.00</b>
204960	12/1/2023	003843 DAVIS CONCRETE CONSTRUCTION	1		JOB ID 11-23 SIDEWALK FLATWOR	
				VTP-020033	01-26-023-75200	156,739.05
				VTP-020033	60-00-000-73770	5,794.44
				VTP-020033	63-00-000-73770	643.83
				VTP-020033	64-00-000-73770	2,759.26
				VTP-020033	60-00-000-73780	2,851.63
				VTP-020033	63-00-000-73780	316.85
				VTP-020033	64-00-000-73780	1,357.92
					<b>Total :</b>	<b>170,462.98</b>
204961	12/1/2023	004009 EAGLE UNIFORM CO INC	INV-18334		WORK ORDER#15272 - UNIFORM F	
					01-19-000-73610	45.00
			INV-18335		WORK ORDER#15550 UNIFORMS F	
					01-19-000-73610	508.75
			INV-18401		1.75" GARRISON BELT PLAIN SIZE	
					01-19-000-73610	41.00
			INV-18404		UNIFORM FOR GIL DARIUSZ	
					01-19-000-73610	485.25
			INV-18471		POLY COTTON MIDNIGHT NAVY PA	
					01-19-000-73610	180.00
			INV-18499		UNIFORM PIECES FOR ANTHONY I	
					01-19-000-73610	439.55
					<b>Total :</b>	<b>1,699.55</b>
204962	12/1/2023	004094 EJ EQUIPMENT INC.	E02310		NEW SEWER JET FOR FLEET	
				VTP-019337	64-00-000-74262	503,880.00
			p44408		SWIVEL, BEARING, BLOCK, CABLE	

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204962	12/1/2023	004094 EJ EQUIPMENT INC.	(Continued)		60-00-000-72530	188.62
					63-00-000-72530	62.87
					64-00-000-72530	107.79
					<b>Total :</b>	<b>504,239.28</b>
204963	12/1/2023	011176 ELEMENT GRAPHICS & DESIGN, INC	21879		VINYL GRAPHICS - EMA UNIT NUM	
					01-21-000-72540	34.94
					<b>Total :</b>	<b>34.94</b>
204964	12/1/2023	004019 EVON'S TROPHIES & AWARDS	100223		2 JACKETS - REMOVE OLD LOGO I	
			112023		01-35-000-73870	60.00
					4X6 PLASTIC WHITE/BLK W/4 HOL	
					01-35-000-72923	15.00
					<b>Total :</b>	<b>75.00</b>
204965	12/1/2023	020972 FERGUSON TINLEY PARK	7416056		REFRIGERATOR REPLACEMENT	
				VTP-020261	01-19-000-72524	1,999.99
					<b>Total :</b>	<b>1,999.99</b>
204966	12/1/2023	020800 FIRST RESPONDERS WELLNESS	18217		PRE-EMPLOYMENT PERFORMANC	
					01-41-040-72846	585.00
					<b>Total :</b>	<b>585.00</b>
204967	12/1/2023	011611 FOX VALLEY FIRE & SAFETY CO.	IN00643601		RADIO INSPECTIONS, INCLUDING	
			IN00643602	VTP-019961	14-00-000-72550	145.00
				VTP-019961	RADIO INSPECTIONS, INCLUDING	
					14-00-000-72550	337.50
					<b>Total :</b>	<b>482.50</b>
204968	12/1/2023	020347 FUN FUN FUN DJS	121523		DJ SERVICES FOR THE VILLAGE H	
				VTP-020387	01-14-000-72974	500.00
					<b>Total :</b>	<b>500.00</b>
204969	12/1/2023	002877 G. W. BERKHEIMER CO., INC.	7518873		MERV 8 AIR FILTERS F.D 2&3	
			7519796		01-26-025-72520	478.94
					KEY PLEAT MERV 8 AIR FILTERS F	
					01-26-025-72520	42.84

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204969	12/1/2023	002877	002877 G. W. BERKHEIMER CO., INC.	(Continued)	<b>Total :</b>	<b>521.78</b>
204970	12/1/2023	020188	GRIFFIN WILLIAMS MCMAHON WALSH	18748	LABOR AND LITIGATION 8/10 THRU 01-14-000-72850	11,652.50
					<b>Total :</b>	<b>11,652.50</b>
204971	12/1/2023	017373	HEARTLINE FITNESS SYSTEMS	11956221INV	TEST CARDIOVASCULAR EQUIPME 01-17-205-72530	195.00
					<b>Total :</b>	<b>195.00</b>
204972	12/1/2023	019792	HEIDELBERG MATERIALS MIDWEST	42680758	BED/BACKFILL U857 THORNTON IL 60-00-000-73860 63-00-000-73860 64-00-000-73860 01-26-023-73860 70-00-000-73860	485.22 53.91 231.06 385.06 128.28
					<b>Total :</b>	<b>1,283.53</b>
204973	12/1/2023	018696	HENRY'S HOUSE OF DECORATED	1563	ST860 1/4 ZIP NAVY AL, 502 BACK (	
				1565	01-19-000-73610 CP90 WINTER HAT, MALTESE LOG 01-19-000-73610	80.00 288.00
					<b>Total :</b>	<b>368.00</b>
204974	12/1/2023	012281	HINCKLEY SPRINGS	5977593112523	ACCT#32542175977593 NOVEMBEI 01-21-210-73110	108.93
					<b>Total :</b>	<b>108.93</b>
204975	12/1/2023	012328	HOMER INDUSTRIES	S204567	DROP CHARGES 0 CHIPS 11/20/23 01-26-023-72890	150.00
				S204587	DROP CHARGES - CHIPS 11/21/23 01-26-023-72890	50.00
				S204611	DROP CHARGE - BRUSH/SMALL LC 01-26-023-72890	100.00
					<b>Total :</b>	<b>300.00</b>
204976	12/1/2023	005161	IL TACTICAL OFFICERS ASSN	06186	HIGHLAND PARK JULY 4TH SHOOT 01-17-220-72140	100.00

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204976	12/1/2023	005161 005161 IL TACTICAL OFFICERS ASSN	(Continued)		<b>Total :</b>	<b>100.00</b>
204977	12/1/2023	010333 ILLINOIS DEPT OF PUBLIC HEALTH	112823		EMERGENCY MEDICAL SERVICES 01-21-210-72140	30.00
					<b>Total :</b>	<b>30.00</b>
204978	12/1/2023	005266 J.M.D. SOX OUTLET, INC.	20230528		WORK CLOTHES/ZACHARY GRUM 01-26-023-73610	164.94
			20230531		WORK CLOTHES/ERIK ROBBINS 60-00-000-73610	43.48
					63-00-000-73610	8.28
					64-00-000-73610	22.18
					<b>Total :</b>	<b>238.88</b>
204979	12/1/2023	021176 LEE ENTERPRISES INC	500013706	VTP-020343	SOUTHLAND YOUR TIMES BEST AI 01-35-100-72983	2,500.00
					<b>Total :</b>	<b>2,500.00</b>
204980	12/1/2023	021103 LIBERA, JAMES	12062023		COMMISSIONERS HOLIDAY PARTY 01-14-000-72975	600.00
					<b>Total :</b>	<b>600.00</b>
204981	12/1/2023	020983 LIBERTY FLAGS AND BANNERS	20183	VTP-020394	PRODUCTION OF 90 XMAS BANNE 01-35-000-73112	4,050.00
			20223	VTP-020355	REMOVAL OF SUMMER/PATRIOTIC 01-35-000-73112	5,987.50
					<b>Total :</b>	<b>10,037.50</b>
204982	12/1/2023	006559 LINDE GAS & EQUIPMENT INC	39594496		CUST#71784874 - INDUSTRIAL ACE 63-00-000-73730	50.90
					64-00-000-73730	43.62
					01-26-023-73730	145.43
					01-26-024-73730	72.72
					60-00-000-73730	50.90
					<b>Total :</b>	<b>363.57</b>
204983	12/1/2023	007100 M. E.SIMPSON COMPANY, INC	41390	VTP-020279	WATER ASSESSMENT PROGRAM 60-00-000-72790	22,848.00



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204983	12/1/2023	007100	007100 M. E.SIMPSON COMPANY, INC	(Continued)	<b>Total :</b>	<b>22,848.00</b>
204984	12/1/2023	020731	MANDY BARRY LLC	1985120623	LIVE PERFORMANCE COMMISSION 01-14-000-72975	600.00
					<b>Total :</b>	<b>600.00</b>
204985	12/1/2023	013969	MAP AUTOMOTIVE OF CHICAGO	40-740921	REAR ROTOR VENTED, EVOLUTION 01-17-205-72540	145.45
					<b>Total :</b>	<b>145.45</b>
204986	12/1/2023	006074	MENARDS	48129	ACCT# 30860355 - 24" COTTON DU 01-19-000-73870	60.98
				48240	ACCT#30860355 - GY 22" CERAMIC 01-19-000-73410	290.66
				48372	ACCT# 30860257 - 1/2 THD 90 ELL I 60-00-000-72528	2.82
					63-00-000-72528	2.82
				48427	ACCT# 30860355 - 10CT 60MM ORN 01-19-000-73870	134.11
				48658	ACCT# 30860257 - RETURN 1/2" X 1/2" 60-00-000-72528	-0.41
					63-00-000-72528	-0.41
				48682	ACCT# 30860257- DRYDEX WALL F 01-26-025-72520	85.76
				48690	ACCT# 30860257 - 4" X 10' CORR T 01-26-023-73790	74.33
				48691	ACCT# 30860257 - STEP DRILL BIT 60-00-000-73410	255.53
					63-00-000-73410	28.39
					64-00-000-73410	121.69
				48692	ACCT# 30860257 - 10K MSTFRC HS 01-26-025-72520	306.73
				48702	ACCT# 30860257 - 3/4" X 10' GAVL I 01-26-023-73840	66.54
				48744	ACCT# 30860257 - 6" WORKSHOP 60-00-000-73410	62.37
					63-00-000-73410	6.93

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204986	12/1/2023	006074 MENARDS	(Continued)			
			48804		64-00-000-73410 ACCT# 30860257 - FILM APPLICATC	29.70
			48807		01-26-025-72520 ACCT# 30860257- SWITCH BOX SU	34.96
			48825		01-26-025-72520 ACCT# 30860257 - 2" X 6" VIEWTAIL	44.92
			49107		01-26-024-73410 ACCT# 30860378 - WHITE LIGHTS (	22.83
					01-21-000-72530	342.55
					<b>Total :</b>	<b>1,973.80</b>
204987	12/1/2023	006074 MENARDS	112123		YR 10 FINAL INCENTIVE	
					01-97-000-79121	104,698.00
					<b>Total :</b>	<b>104,698.00</b>
204988	12/1/2023	017651 MSC INDUSTRIAL SUPPLY CO.	6568685001		NO 6 WORM GEAR HOSE CLAMP -	
					60-00-000-72540	37.61
					63-00-000-72540	12.53
					64-00-000-72540	21.48
					01-26-023-72540	102.27
					01-26-024-72540	30.68
					60-00-000-72540	5.38
					63-00-000-72540	1.79
					64-00-000-72540	3.07
					01-26-023-72540	18.21
					01-26-024-72540	5.72
					<b>Total :</b>	<b>238.74</b>
204989	12/1/2023	015723 NICOR	51962938117		ACCT#51962938117 METER 510889	
			60879454142		01-26-025-72511 ACCT#60879454142 METER 351734	32.90
			64423710009		01-26-025-72511 ACCT#64423710009 METER 335839	72.47
			81423710003		01-26-025-72511 ACCT#81423710003 METER 283161	626.23
					01-26-025-72511	64.24

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**Voucher List**  
**Village of Tinley Park**

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Bank code : apbank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
204989	12/1/2023	015723 NICOR	(Continued) 90223493009		ACCT#90223493009 METER 508073 01-26-025-72511	228.50
<b>Total :</b>						<b>1,024.34</b>
204990	12/1/2023	006475 PARK ACE HARDWARE	071785/1		CUST# 891431 - ACE BEST W4 TRA 60-00-000-73870	20.47
					63-00-000-73870	20.47
					64-00-000-73870	17.54
			071793/1		CUST# 891431 - KEY SINGLE SIDEI 60-00-000-72528	6.85
					63-00-000-72528	6.85
			071796/1		CUST# 9404 - CLEANING SUPPLIES 01-19-000-73870	1,184.17
					01-19-000-73580	908.29
					01-19-000-73585	83.11
			071802/1		CUST# 891431 - MENDING BRACE 60-00-000-73870	16.29
					63-00-000-73870	1.81
					64-00-000-73870	7.75
			071826/1		CUST# 891432 - SPRYPNT 2X S-G I 60-00-000-73870	9.05
					63-00-000-73870	1.01
					64-00-000-73870	4.31
			071831/1		CUST# 89143 - LED NET BLUE 100C 01-26-025-73870	276.85
			071834/1		CUST# 891431 - MULTI-USE TORCH 60-00-000-73410	35.50
					63-00-000-73410	3.94
					64-00-000-73410	16.91
			071835/1		CUST# 89143 - UNVRSL LEADER H 01-26-025-72530	14.39
			71827/1		CUST# 891432 - LED LGHT MINI GF 01-26-023-73870	79.90
			71839/1		CUST# 891432 - LED NET CW 100C 01-26-023-73870	54.98

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**Voucher List**  
**Village of Tinley Park**

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<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
204990	12/1/2023	006475 006475 PARK ACE HARDWARE	(Continued)		<b>Total :</b>	<b>2,770.44</b>
204991	12/1/2023	020299 POINT B COMMUNICATIONS INC	INV-28937	VTP-020485	MONTHLY SEO INSERTION ORDER 01-35-100-72790	900.00
					<b>Total :</b>	<b>900.00</b>
204992	12/1/2023	006780 POMP'S TIRE SERVICE, INC	310235163	VTP-020374	TIRES - WATER UNIT #26 60-00-000-73560	1,533.00
				VTP-020374	63-00-000-73560	511.00
				VTP-020374	64-00-000-73560	876.00
				VTP-020374	60-00-000-73560	10.50
				VTP-020374	63-00-000-73560	3.50
				VTP-020374	64-00-000-73560	6.00
					<b>Total :</b>	<b>2,940.00</b>
204993	12/1/2023	015451 PROMO ANSWERS, INC.	2349203	VTP-020462	REORDER OF BRANDED SWEATSHIRTS 01-35-000-73210	880.00
					<b>Total :</b>	<b>880.00</b>
204994	12/1/2023	020282 QBF GRAPHICS GROUP	54074		SPORTSMAN POM BEANIES - PRO 01-35-000-73210	383.30
					<b>Total :</b>	<b>383.30</b>
204995	12/1/2023	006850 QUILL CORPORATION	35589938		QSI P40 .81 X 2.19 STAMP 01-33-000-73110	25.49
			35770501		EZLOAK FILM, BADGE INSERT, HA 01-35-000-73110	159.78
					<b>Total :</b>	<b>185.27</b>
204996	12/1/2023	018454 R.C.WEGMAN CONSTRUCTION CO	2023-23-6	VTP-020329	PRECONSTRUCTION-OWNERS RE 30-00-000-75905	23,605.00
					<b>Total :</b>	<b>23,605.00</b>
204997	12/1/2023	006361 RAY O' HERRON CO INC	2308222		COMMANDER BADGES - GOLD PLAT 01-17-205-73610	91.81
			2308565		SERGEANT BADGES - GOLD PLAT 01-17-205-73610	207.37
			2308656		SERGEANT BADGES - GOLD PLAT	

**vchlist**  
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**Voucher List**  
**Village of Tinley Park**

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**Bank code :** apbank

<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
204997	12/1/2023	006361 RAY O' HERRON CO INC	(Continued)		01-17-205-73610	91.81
			2308676		COMMANDER BADGES GOLD PLA	
			2309680		01-17-205-73610	537.74
					CHIEF BADGES	
					01-17-205-73610	152.92
					<b>Total :</b>	<b>1,081.65</b>
204998	12/1/2023	011070 RIZZA BUICK GMC CADILLAC, INC	112123		9TH YEAR INCENTIVE	
					01-97-000-79138	83,111.66
					<b>Total :</b>	<b>83,111.66</b>
204999	12/1/2023	018104 SBA STEEL,LLC	IN14071610		TOWER SITE RENT #IL46494-A-03	
					60-00-000-72631	288.56
					63-00-000-72631	288.56
					64-00-000-72631	288.56
					01-17-205-72631	577.12
					01-19-000-72631	480.92
					<b>Total :</b>	<b>1,923.72</b>
205000	12/1/2023	020644 SCIENTEL SOLUTIONS LLC	007399		SCADA FIREWALL REPLACEMENT	
				VTP-020444	60-00-000-72565	1,124.30
				VTP-020444	63-00-000-72565	1,124.30
				VTP-020444	64-00-000-72565	963.69
					<b>Total :</b>	<b>3,212.29</b>
205001	12/1/2023	021020 SEMMER LANDSCAPE LLC	34200		LANDSCAPE BEDS - OCTOBER MA	
				VTP-020021	01-26-023-72881	17,054.00
					<b>Total :</b>	<b>17,054.00</b>
205002	12/1/2023	012238 STAPLES BUSINESS ADVANTAGE	3551947889		REFUND: ORG INV#3550042721 -	
					01-17-205-73110	-36.48
			3552379474		TR WHTBRD MEL ALUM 3X2	
					01-17-205-73110	23.99
			3552864464		LTRMARK PINK #20 COLORED PAP	
					60-00-000-73110	52.88
					63-00-000-73110	5.88

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**Voucher List**  
**Village of Tinley Park**

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**Bank code :** apbank

<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
205002	12/1/2023	012238 STAPLES BUSINESS ADVANTAGE	(Continued)		64-00-000-73110	25.18
					<b>Total :</b>	<b>71.45</b>
205003	12/1/2023	007090 STERICYCLE INC.	8005281205		STERI-SAFE COMPLIANCE SUBSC 01-17-205-72750	2,380.00
					<b>Total :</b>	<b>2,380.00</b>
205004	12/1/2023	017520 THE COP FIRE SHOP	213189		BLACK U/A HAT SZ L/ZL, EMB FRO 01-17-205-73610	53.88
					<b>Total :</b>	<b>53.88</b>
205005	12/1/2023	006812 THE GALLERY COLLECTION	23E0070085		WHITE GOLD BANDED, MODERN F 01-17-205-73600	227.36
					<b>Total :</b>	<b>227.36</b>
205006	12/1/2023	021180 THE HUMAN RACE SPORTS INC	104		MENS ADRENALINE GRS 23, N. SM 01-19-000-73610	560.00
					<b>Total :</b>	<b>560.00</b>
205007	12/1/2023	018264 THE LAKOTA GROUP, INC.	23017-02	VTP-019924	23017-02 INFRASTRUCTURE IMPRO 30-00-000-75905	10,475.00
			23017-04	VTP-019924	23017-04 INFRASTRUCTURE IMPRO 30-00-000-75905	17,372.00
			23036-01		23036 PROJECT - STREAM BANK S 18-00-000-72840	3,094.20
					<b>Total :</b>	<b>30,941.20</b>
205008	12/1/2023	007777 THOMPSON ELEVATOR INSPECTION	23-2730		49 ELEVATOR CODE INSPECTIONS 01-33-300-72853	2,394.00
					<b>Total :</b>	<b>2,394.00</b>
205009	12/1/2023	007800 TK ELEVATOR CORPORATION	6000688616	VTP-020406	ELEVATOR INSPECTIONS 01-26-025-72790	1,566.00
					<b>Total :</b>	<b>1,566.00</b>
205010	12/1/2023	012187 TOTAL AUTOMATION CONCEPTS, INC	W34551		NO POWER TO SE CONTROLLERS 01-26-025-72520	431.95

**vchlist**  
**12/01/2023 9:02:38AM**

**Voucher List**  
**Village of Tinley Park**

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**Bank code :** apbank

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
205010	12/1/2023	012187	012187 TOTAL AUTOMATION CONCEPTS, II (Continued)		<b>Total :</b>	<b>431.95</b>
205011	12/1/2023	008040	UNDERGROUND PIPE & VALVE CO	062638	SHORT EXTENSION WITH 4 SCRE\	
					60-00-000-73410	236.25
					63-00-000-73410	26.25
					64-00-000-73410	112.50
			063817-02		1 1/2" WESTERN REPAIR LID, 1 1/4	
					60-00-000-73630	81.90
					63-00-000-73630	9.10
					64-00-000-73630	39.00
			063920-01		WATER MAIN BREAK CLAMPS	
				VTP-020441	60-00-000-73630	822.15
				VTP-020441	63-00-000-73630	91.35
				VTP-020441	64-00-000-73630	391.50
					<b>Total :</b>	<b>1,810.00</b>
205012	12/1/2023	012239	WAISHWELL, JOHN	11/27/23	REIM: SAFETY GLASSES	
					01-26-023-73845	339.96
			112823		REIM: CDL LICENSE	
					01-26-023-72860	61.35
					<b>Total :</b>	<b>401.31</b>
205013	12/1/2023	010165	WAREHOUSE DIRECT INC	5615981-0	COPY PAPER - PW	
					60-00-000-73110	105.88
					63-00-000-73110	11.76
					64-00-000-73110	50.42
					<b>Total :</b>	<b>168.06</b>
205014	12/1/2023	008238	WINSTON'S MARKET	1531	SENIOR SERVICES LUNCHEON 11/	
					01-42-000-72954	2,700.00
					<b>Total :</b>	<b>2,700.00</b>
<b>76 Vouchers for bank code : apbank</b>						<b>Bank total : 2,406,724.50</b>

Bank code : ipmq

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
4746	11/21/2023	018837	INSURANCE PROGRAM MANAGERS GR 210731W002		PAYEE-ILLINOIS BONE AND JOINT	
					63-00-000-72542	11.86
					64-00-000-72542	31.78
					60-00-000-72542	62.28
					Total :	105.92
4747	11/28/2023	018837	INSURANCE PROGRAM MANAGERS GR 210731W002		PAYEE-VILLAGE OF TINLEY PARK	
					60-00-000-72542	961.09
					64-00-000-72542	490.35
					63-00-000-72542	183.06
					Total :	1,634.50
2 Vouchers for bank code : ipmq						Bank total : 1,740.42
78 Vouchers in this report						Total vouchers : 2,408,464.92

The Tinley Park Village Board having duly met at Village Hall do hereby certify that the following claims or demands against said village were presented and are approved for payment as presented on the above listing.

In witness thereof, the Village President and Clerk of the Village of Tinley Park, hereunto set their hands.

\_\_\_\_\_ Village President

\_\_\_\_\_ Village Clerk

\_\_\_\_\_ Date





# Interoffice Memo

**Date:** December 5, 2023

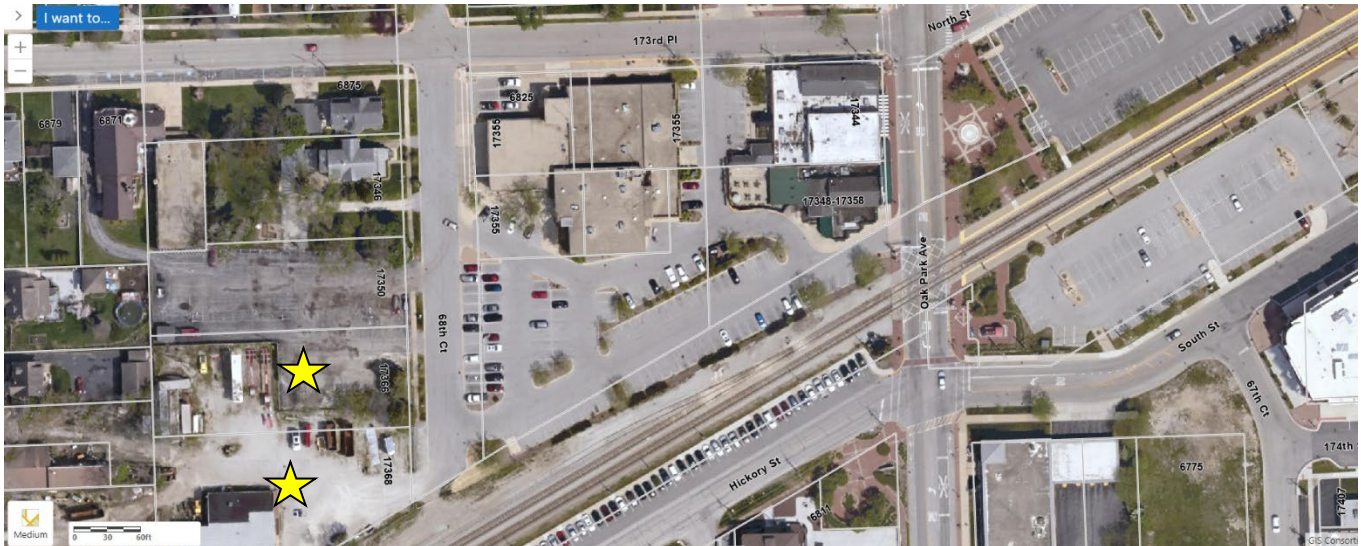
**To:** Village Board

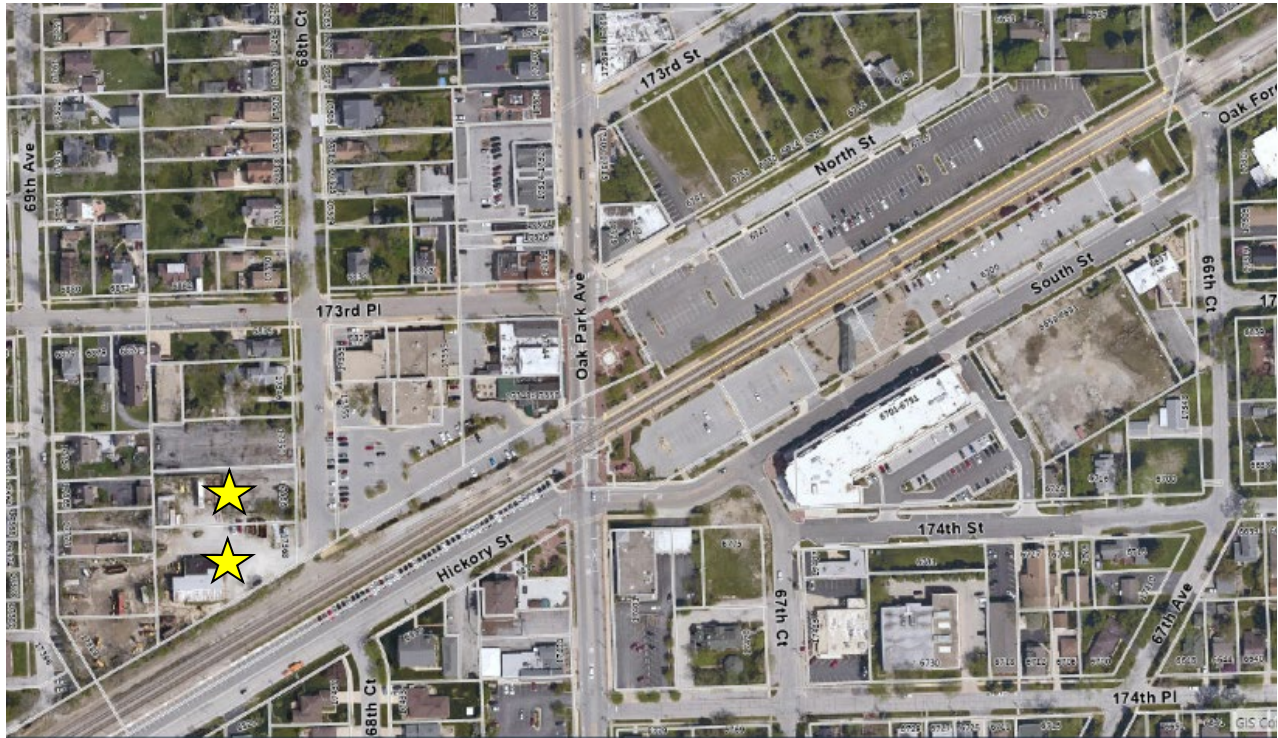
**From:** Pat Carr, Village Manager  
Hannah Lipman, Assistant Village Manager

**Subject:** Property Purchase – 17366-17368 68<sup>th</sup> Court (Bechstein)

The Village has been in discussions for some time now with the Bechstein family as it relates to purchase of their property located at 17366-17368 68<sup>th</sup> Court. After many years of dedication to the Village, Bechstein Construction will be closing this location, and therefore, the Village has had ongoing discussions with the Bechstein's regarding the property as we continue to see development occur in the downtown area. Upon purchase, the Village will use this land for additional downtown public parking to offset concerns of the Harmony Square development project.

Below are images to show which parcels are recommended for purchase and proximity to the downtown development projects.





**Staff Recommendation:** Approve the purchase of the property located at 17366-17368 68<sup>th</sup> Court for a purchase price of \$345,000. Funds are available within the budget/TIF.

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## **THE VILLAGE OF TINLEY PARK**

**Cook County, Illinois**

**Will County, Illinois**

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### **ORDINANCE NO. 2023-O-079**

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**AN ORDINANCE APPROVING A PURCHASE AND SALE AGREEMENT BETWEEN  
THE VILLAGE OF TINLEY PARK AND KELLY MARMO AND MICHAEL  
BECHSTEIN, FOR THE PURCHASE OF PROPERTY LOCATED AT 17366-17368 68<sup>th</sup>  
COURT IN TINLEY PARK, ILLINOIS**

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**MICHAEL W. GLOTZ, PRESIDENT  
NANCY M. O'CONNOR, VILLAGE CLERK**

**WILLIAM P. BRADY  
WILLIAM A. BRENNAN  
DENNIS P. MAHONEY  
MICHAEL G. MUELLER  
KENNETH E. SHAW  
COLLEN M. SULLIVAN  
Board of Trustees**

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Published in pamphlet form by authority of the President and Board of Trustees of the Village of Tinley Park  
Peterson, Johnson, and Murray Chicago, LLC, Village Attorneys  
200 W. Adams, Suite 2125 Chicago, IL 60606

VILLAGE OF TINLEY PARK  
Cook County, Illinois  
Will County, Illinois

**ORDINANCE NO. 2023-O-079**

**AN ORDINANCE APPROVING A PURCHASE AND SALE AGREEMENT BETWEEN  
THE VILLAGE OF TINLEY PARK AND KELLY MARMO AND MICHAEL  
BECHSTEIN, FOR THE PURCHASE OF PROPERTY LOCATED AT 17366-17368 68<sup>TH</sup>  
COURT IN TINLEY PARK, ILLINOIS**

**WHEREAS**, Section 6(a) of Article VII of the 1970 Constitution of the State of Illinois provides that any municipality which has a population of more than 25,000 is a home rule unit, and the Village of Tinley Park, Cook and Will Counties, Illinois, with a population in excess of 25,000 is, therefore, a home rule unit and, pursuant to the provisions of said Section 6(a) of Article VII, may exercise any power and perform any function pertaining to its government and affairs, including, but not limited to, the power to tax and to incur debt; and

**WHEREAS**, the President and Board of Trustees of the Village of Tinley Park, Cook and Will Counties, believe and hereby declare that it will be in the best interests of the Village and its residents to approve and authorize the execution of a Purchase and Sale Agreement for the purchase of property located at 17366-17368 68<sup>th</sup> Court, Tinley Park, Illinois, Kelly Marmo and Michael Bechstein, as Seller, to the Village of Tinley Park, as Buyer, in the amount of Three Hundred Forty-Five Thousand Dollars (\$345,000.00), substantially in the form attached hereto as **Exhibit 1** ("PSA");

**NOW, THEREFORE, BE IT ORDAINED** BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS, AS FOLLOWS:

**SECTION 1:** The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

**SECTION 2:** The President and the Board of Trustees hereby approve the Purchase and sale Agreement for the purchase of property located at 17366-17368 68<sup>th</sup> Court, Tinley Park, Illinois by Kelly Marmo and Michael Bechstein as Seller, to the Village of Tinley Park, as Buyer, in the amount of Three Hundred Forty-Five Thousand Dollars (\$345,000.00), substantially in the form attached hereto as **Exhibit 1**, and the Village President and/or the Village Manager are hereby authorized to execute said Purchase Agreement, subject to review and revisions as to form by the Village Attorney.

**SECTION 3:** Any policy, resolution, or ordinance of the Village of Tinley Park that conflicts with the provisions of this Ordinance shall be and is hereby repealed to the extent of such conflict.

**SECTION 4:** That this Ordinance shall be in full force and effect from and after its adoption and approval.

**SECTION 5:** The Village Clerk be and hereby is authorized and directed to publish this Ordinance in pamphlet form.

PASSED THIS 5<sup>th</sup> day of December, 2023.

AYES:

NAYS:

ABSENT:

APPROVED THIS 5<sup>th</sup> day of December, 2023.

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VILLAGE PRESIDENT

ATTEST:

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VILLAGE CLERK

STATE OF ILLINOIS        )  
COUNTY OF COOK        )     SS  
COUNTY OF WILL        )

CERTIFICATE

I, KRISTIN A. THIRION, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Ordinance No. 2023-O-079, “AN ORDINANCE APPROVING A PURCHASE AND SALE AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND KELLY MARMO AND MICHAEL BECHSTEIN, FOR THE PURCHASE OF PROPERTY LOCATED AT 17366-17368 68<sup>TH</sup> COURT IN TINLEY PARK, ILLINOIS,” which was adopted by the President and Board of Trustees of the Village of Tinley Park on December 5, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 5<sup>h</sup> day of December, 2023.

\_\_\_\_\_  
VILLAGE CLERK

**EXHIBIT 1**  
**Purchase and Sale Agreement**

**PURCHASE AND SALE AGREEMENT**

This Purchase and Sale Agreement (the “Agreement”) is entered into between the Village of Tinley Park, an Illinois municipality, of 16250 Oak Park Ave., Tinley Park, Illinois, 60477 (the “Purchaser”), and Kelly Marmo and Michael Bechstein of \_\_\_\_\_, Illinois (the “Seller”).

In consideration of and in reliance upon the mutual covenants and agreements set forth below, the parties to this Agreement agree as follows:

1. Agreement. Seller agrees to sell and, subject to the terms, conditions and contingencies set forth herein, Purchaser agrees to purchase the Subject Properties defined below.

2. Subject Properties. The property that is the subject of this Agreement (the “Subject Properties”) consists of the following parcels:

Office/shop located at 17368 68<sup>th</sup> Court, Tinley Park, Illinois with PIN 28-30-312-024-0000 and a Vacant Lot between office and church parking lot located at 17366 68<sup>th</sup> Court, Tinley Park, Illinois with PIN 28-30-312-023-0000, both depicted in **Exhibit 1** and described in **Exhibit 2** hereto.

3. Purchase Price and Payment. The purchase price for the Subject Properties (the “Purchase Price”) shall be **Three Hundred and Forty-five Thousand (\$345,000.00) Dollars** for both parcels and shall be at the time of Closing by wire-transfer to the title company serving as the closing agent.

4. Earnest Money Deposit. There shall be no earnest money deposit.

5. Closing. The closing of the transaction contemplated in this Agreement (the “Closing”) shall take place at Orland Park, Illinois, office of Chicago Title Insurance, on or before December 8, 2023 (the “Closing Date”), provided that, at Purchaser’s sole discretion, Purchaser has completed its Due Diligence and Examination or has waived the right to do so. At the Closing, Seller and Purchaser shall execute and deliver to each other and the title insurer such items as may be reasonably requested by the other or the title insurer to consummate the Closing, including but not limited to the execution of all necessary forms from the title insurer to effectuate Closing. Seller shall also deliver to Purchaser at Closing an Affidavit of Title in customary form.

6. Possession. Seller shall provide Purchaser with possession of the Subject Properties by May 31, 2024. Possession of the Property shall be finally and fully delivered to Purchaser on or before May 31, 2024. A post-closing possession escrow in the amount of \$30,000.00 shall be established to insure possession shall be delivered on or before May 31, 2024. Seller shall escrow \$30,000.00 at closing with the Purchaser’s attorney. Should Seller not deliver possession by May 31, 2024 than Seller shall pay the sum of \$5,000.00 per month until possession



is delivered. Landlord Tenant laws do not apply to this agreement. During the post-closing possession period Purchaser may at its sole cost and expense have the Subject Properties evaluated for any anticipated construction, provided that neither Purchaser nor any agent of Purchaser unreasonably interferes with Seller or any parties use of any part of the Subject Properties.

7. Conveyance. At the time of Closing, Seller shall transfer to Purchaser all of Seller's right, title, and interest in and to all of the Subject Properties, including all improvements, appurtenances, hereditaments, mineral right and other rights that pertain to the Subject Properties, by delivering to Purchaser at Closing a fully executed, recordable, stamped Warranty Deed in form and substance satisfactory to counsel for Purchaser, subject only to the Permitted Exceptions defined below.

8. Title and Examination Period.

- a. Title. Within ten (10) days from the execution of this Agreement, Purchaser shall obtain at Purchaser's sole cost and expense, a title commitment issued by Chicago Title Insurance Company for the latest ALTA Form policy for the Subject Properties, in the amount of the Purchase Price, with extended coverage over the standard exceptions 1 through 5 (Title Commitment), together with copies of all underlying title documents listed in the Title Commitment subject only to permitted exceptions.
- b. Examination Period. Purchaser shall have ten (10) days after Purchaser's receipt of the Title Commitment and Title Documents in which to review Title Commitment and Title Documents together and in conjunction with one another (the "Examination Period"). In the event any item on the Title Commitment is unsatisfactory to Purchaser for any reason, Purchaser shall have until the end of the Examination Period to deliver to Seller, in writing, such objections as Purchaser may have to anything contained or set forth therein, including, without limitation, Purchaser's inability to obtain zoning, access, and contiguity title endorsements from the title company on terms acceptable to Purchaser, which endorsements Purchaser may elect to obtain as a condition precedent to Purchaser's obligation to close at Purchaser's expense. Any items shown on Title Commitment and Title Documents reviewed by Purchaser to which Purchaser does not object on or before the end of the Title Examination Period shall be deemed to be approved by Purchaser and shall be "Permitted Exceptions" (herein so called) for purposes of this Agreement. Seller shall use reasonable efforts to remedy or cure Purchaser's objections during the ten (10) day period following Seller's receipt thereof (the "Cure Period"). In the event Seller does not cure such objections prior to the expiration of the Cure Period, Purchaser shall have the right to terminate this Agreement by written notice to Seller within ten (10) days after the expiration of the Cure Period. In the event of such a termination by Purchaser, this Agreement shall be without any further force or effect. Notwithstanding the foregoing, neither (i) the standard preprinted exceptions set forth in the Title Commitment, nor (ii) any matters reflected on Schedule B of the Title Commitment as liens, mortgages, or assignment of rents, and items which are designated by the Title Company as



matters to be satisfied prior to or simultaneously with the Closing, shall constitute Permitted Exceptions; rather all of the same shall be discharged and satisfied by Seller prior to or simultaneously with the Closing.

- c. Title Policy. This Agreement is contingent upon Purchaser obtaining at the Closing, at Purchaser's sole cost and expense, an Owner's Title Policy. Purchaser will not be required to pay any rates, execute or fund any indemnities or obtain any special endorsements other than those endorsements specified in paragraph 8.a and any other endorsements requested by Purchaser (the "Title Policy"). The Title Policy shall include a standard form extended coverage endorsement over all general exceptions on terms acceptable to Purchaser.
  - d. Title Charges. Notwithstanding anything herein to the contrary, Seller shall be responsible for paying costs attributable to clearing objections to title, Seller's closing protection letter, one-half of the title company's closing fee if Purchaser has no mortgage financing of the Subject Properties (or none of the title company's closing fee if mortgage financing is involved), and the Illinois policy registration fee.
  - e. Seller to Provide a Survey. Purchaser has received a copy of the survey prepared by JNT Land Surveying Services Inc, dated January 27, 2023. Purchaser agrees to accept survey with an affidavit of no new improvements to be executed at closing. The Survey shall be certified to the Purchaser and Title Company.
9. Due Diligence.
- a. Duration. The period commencing with the date upon which this Agreement has been executed by both Seller and Purchaser (the "Execution Date") and extending for four (4) weeks is the "Due Diligence Period." However, Purchaser may waive its rights under this section by notice to Seller or its attorney prior to the expiration of the Due Diligence Period.
  - b. Purchaser's Rights and Obligations. During the Due Diligence Period, Purchaser shall have the right, at Purchaser's sole cost and expense, to examine any and all matters in connection with the Subject Properties, including, without limitation, the physical and environmental condition of the Property (including but not limited to Phase I and, if warranted in Purchaser's sole discretion, Phase II environmental studies and reports). The matters set forth in the preceding sentence are hereinafter collectively referred to as the "Purchaser's Examinations." Seller agrees to reasonably cooperate with Purchaser during this process, including without limitation, executing any reasonably necessary documents related thereto, including without limitation the requisite Seller Questionnaire in connection with a Phase I environmental site assessment. If Purchaser determines, in Purchaser's sole and absolute discretion, that any of Purchaser's Examinations, or results relating thereto, are not, for any reason, satisfactory to Purchaser or are not conducive to Purchaser's plans or tentative plans for the use and/or development of

the Subject Properties, the Purchaser may terminate this Agreement by written notice to Seller delivered at any time within five (5) days after the expiration of the Due Diligence Period (the "Termination Date"). In the event of such a termination by Purchaser on or prior to the Termination Date, this Agreement shall thereafter be without any further force or effect. Purchaser shall not provide Seller or any agent or representative of Seller with copies of or information relating to any reports or documents generated by Purchaser's investigations or inspections of the Subject Properties conducted during Purchaser's Due Diligence Period. In the event Purchaser does not exercise its right of termination and this transaction closes, Purchaser agrees to accept the Subject Properties in "AS IS" condition.

- c. Inspection License. In connection with Purchaser's Examinations and Approvals, Purchaser, and such agents as Purchaser, in its sole and absolute discretion, may designate, are hereby granted the right, license, and privilege, during the Due Diligence Period, to enter upon the Subject Properties at such reasonable times as Purchaser desires, for the purpose of performing Purchaser's Examinations and Approvals. Purchaser shall hold Seller harmless and indemnify Seller (including payment of attorneys' fees), its agents and employees for any injury to person or property to the extent arising out of the negligent acts or omissions of Purchaser, or its agents, while conducting any test or inspection of the Subject Properties.

10. Real Estate Taxes. Seller shall be responsible for the payment of General Real Estate Taxes prior to closing. General real estate taxes for 2022 and 2023 and subsequent years, special assessments and all other public or governmental charges against the Property, if any, which are or may be payable on an annual basis (including charges, assessments, liens of encumbrances for sewer, water, drainage or other public improvements completed or commenced on or prior to the Closing Date) shall be adjusted and apportioned as of the Closing Date. If the exact amount of general real estate taxes is not known as Closing, the proration will be based on 105% of the most recent full year tax bill, and shall be conclusive, with no subsequent adjustment.

11. Conveyance Taxes. The parties acknowledge that, as Purchaser is a governmental entity this transaction is exempt from State, County and Village real estate transfer tax pursuant to 35 ILCS 200/31-45(b). Seller shall furnish completed Real Estate Transfer Declarations signed by Seller or Seller's agent in the form required pursuant to the Real Estate Transfer Tax Act of the State of Illinois. The Transfer Tax Declaration can be filed via MyDec.

12. Seller's Representations. Seller hereby covenants, represents and warrants to Purchaser as follows:

- a. Seller is the sole owner of the Subject Properties and has the full authority and legal right to make, deliver and perform this Agreement, and has taken all necessary actions and obtained all required consents and approvals to authorize the execution, delivery and performance of this Agreement.
- b. To the best of Seller's knowledge, the execution, delivery and performance of this Agreement is not prohibited by any requirement of law or under any contractual

obligation of Seller, will not result in a breach or default under any agreement to which Seller is a part or is bound, and will not violate any restriction, court order or agreement to which Seller is subject.

- c. Seller has received no written notice of any pending or threatened litigation or proceedings (including eminent domain or similar proceedings), with respect to the use, condition, or operation of the Subject Properties, and has not received any notice respecting any proposed change to the Subject Properties' zoning or land use planning classification.
- d. Seller has no knowledge of and has received no written notice of any violations of laws or claims with respect to any environmental condition of the Subject Properties which have not been heretofore fully disclosed to Purchaser in writing or cured.
- e. Seller has no knowledge of the past or present presence in, on or under the Subject Properties of any material or substance defined as a "hazardous waste" under the federal Resource Conservation and Recovery Act of 1976 ("RCRA"), as a "hazardous substance" under the federal Comprehensive Environmental Response, Compensation and Liability Act of 1980 ("CERCLA"), or asbestos, or any underground storage tanks.
- f. During the period from the Execution Date to and including the date possession is delivered, Seller shall not, without the prior consent of Purchaser in each instance, (i) transfer or alienate any interest in the Subject Properties, (ii) enter into any lease, easement, contract, concession agreement, license agreement or other agreement (whether oral or written) relating to the Subject Properties, (iii) modify any of the Leases or agreements, or (iv) otherwise encumber or pledge the Subject Properties.
- g. Seller has received no written notice of any pending, threatened, or contemplated special assessments, special taxing districts, special service areas, or other special taxes which would affect the Subject Properties, including, without limitation, any pending, threatened or contemplated increases of any currently existing special assessments or special taxes.

The representations and warranties set forth in this paragraph 12 shall be true and correct at the time of Closing as well as on the Execution Date. Seller shall promptly notify Purchaser in writing in the event Seller has actual knowledge that any covenant, representation or warranty of Seller set forth above is not true and correct.

13. Conditions Precedent to Closing. Notwithstanding anything herein to the contrary contained in this Agreement, Purchaser shall not be obligated to close hereunder unless:

- a. Seller, at Purchaser's sole cost and expense, shall provide Purchaser or its designee the Title Policy consistent with the Title Commitment required under the terms of this Agreement from the Title Company on the Closing Date;

- b. There is no material change in the condition of the Subject Properties, including any dumping of refuse or environmental contamination after the inspection of the Subject Properties by Purchaser during the Due Diligence Period to include through Closing Date;
- c. There exists no material breach of any of Seller's covenants, representations, warranties or obligations contained herein;
- d. The other material conditions to Purchaser's obligation to proceed to Closing expressly set forth herein shall be and remain satisfied;
- b. The Purchaser's Examinations and Approvals shall remain satisfied as of the Closing Date;

In the event that any one or more of the foregoing contingencies shall not be satisfied or met by the Closing Date, Purchaser, at its option, may waive the satisfaction thereof or terminate this Agreement without liability to Seller.

14. Remedies.

- a. In the event Purchaser fails to comply with any or all of the obligations, covenants, warranties or agreements to be performed, honored or observed by Purchaser under and pursuant to the terms and provisions of this Agreement and such default is not cured within fourteen (14) days after Purchaser's receipt of written notice thereof (other than Purchaser's failure to tender the Purchase Price on the date of Closing, a default for which no notice is required), then Seller may terminate this Agreement. The remedy set forth in this subparagraph a. shall be the sole and exclusive remedy of Seller in the event Purchaser shall be in default hereunder.
- b. In the event Seller fails to comply with any or all of the obligations, covenants, warranties or agreements to be performed, honored or observed by Seller under and pursuant to the terms and provisions of this Agreement, and such default is not cured within fourteen (14) days after Seller's receipt of written notice thereof, then purchaser may: (i) terminate this Agreement and both parties shall be released from any further liability hereunder, or (ii) bring an action for specified performance against Seller to enforce the terms of this Agreement. The remedies set forth in this subparagraph b. shall be the sole and exclusive remedies of Purchaser in the event Seller shall be in default hereunder.
- c. The failure of either party to act upon a default of the other in any of the terms, conditions or obligations under this Agreement shall not be deemed a waiver of any subsequent breach or default under the terms, conditions or obligations hereof by such defaulting party.

15. Notices.

Any notice required or desired to be given under this Agreement shall be in writing and (i) personally served, (ii) given by certified mail, return receipt requested, (iii) given by overnight express delivery, or (iv) given by electronic transmittal transmission, with any such electronic transmittal transmission confirmed by next business day overnight deliver or messenger delivery. Any notice shall be addressed to the party to receive such notice at the following address or at such other address as the party may from time to time direct in writing or give by electronic transmittal at the electronic transmittal telephone number listed below:

Purchaser: Village of Tinley Park  
Attn: Daniel Ritter  
16250 Oak Park Ave.  
Tinley Park, Illinois 60477  
[dritter@tinleypark.org](mailto:dritter@tinleypark.org)

With copy to: Dominick Lanzito  
Peterson, Johnson & Murray, LLC  
200 W. Adams-Suite 2125  
Chicago, IL 60606  
(312) 724-8035  
E-mail: [dlanzito@pjmlaw.com](mailto:dlanzito@pjmlaw.com)

Seller:

16. Non-Foreign Affidavit. Seller is not a foreign entity and withholding of federal income tax from the amount realized will not be made by Purchaser. At Closing, Seller shall deliver to Purchaser a Non-Foreign Affidavit and Certification prepared in conformance with IRS regulations.

17. No Broker. Each of Seller and Purchaser represents that neither has retained any broker with respect to this transaction.

18. Miscellaneous Provisions.

- a. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
- b. Entire Agreement. All understandings and agreements, whether written or oral, heretofore had between the parties hereto are merged in this Agreement, which alone fully and completely expresses their agreement. Neither party is relying upon any statement or representation not embodied in this Agreement, made by the other. This Agreement may not be changed except by an instrument in writing signed by both parties.

- c. Attorneys' Fees. If either party obtains a judgment against the other party by reason of a breach of this Agreement, a reasonable attorneys' fee as fixed by the court shall be included in such judgment.
- d. Costs. Purchaser shall bear the fees and costs of its Due Diligence, owner's policy, one-half of the title company's closing fee, recording the warranty deed, and its own attorney fees. Seller shall be responsible for responsible for paying costs attributable to clearing objections to title, Seller's closing protection letter, one-half of the title company's closing fee if Purchaser has no mortgage financing of the Subject Properties (or none of the title company's closing fee if mortgage financing is involved), and the Illinois policy registration fee, any other recording fees, lien release fees and its own attorney's fees.
- e. Assignment. Purchaser shall not assign its right, title, interest, or obligations under this Agreement without Seller's prior written consent.
- f. Severability. If any term, clause or provision of this Agreement is held to be illegal, invalid or unenforceable, or the application thereof to any person or circumstance shall to any extent be illegal or unenforceable under present or future laws effective during the term hereof or of any provisions hereof which survive closing, then and in any such event, it is the express intention of Seller and Purchaser that the remainder of this Agreement, or the application of such term, clause or provision other than to those as to which it is held illegal, invalid or unenforceable, shall not be affected thereby, and each term, clause or provision of this Agreement and the application thereof shall be legal, valid and enforceable to the fullest extent permitted by law.

19. Execution in Multiple Counterparts and by Electronic transmittal. This Agreement may be executed using counterparts and shall be fully effective and enforceable upon exchange of such executed counterparts by electronic transmittal. Immediately following the exchange of executed counterparts by electronic transmittal, the parties shall transmit signed original counterparts to each other but the failure of either party to comply with this requirement shall not render this Agreement void or otherwise unenforceable.

20. Execution Date. As used herein, the "Execution Date" shall be deemed to be the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

In witness whereof, the parties hereto have executed this Agreement as of the Execution Date.

Seller:

Purchaser:

By: \_\_\_\_\_

**Village of Tinley Park**, an Illinois municipality

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**By:** \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Prepared by:

Dominick Lanzito  
Peterson, Johnson & Murray LLC  
200 W. Adams Street, Suite 2125  
Chicago, IL 60606  
(312) 724-8035  
E-mail: [dlanzito@pjmlaw.com](mailto:dlanzito@pjmlaw.com)

**Exhibit 1**  
**Depiction of Parcels**  
**28-30-312-023-0000 (parcel 1) & 28-30-312-024-0000 (parcel 2)**

PARCEL1:

THE SOUTH 25 FEET OF LOT 13, LOT 14 AND THE NORTH 16 FEET OF LOT 15 IN BLOCK 3 OF CHRISTIAN ANDRES SUBDIVISION OF PART OF THE SOUTH 1/2 OF LOT 1 OF THE SOUTH WEST 1/4 OF SECTION 30, TOWNSHIP 36 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 2:

LOT 15 (EXCEPT THE NORTH 16 FEET THEREOF) AND LOT 16 IN ANDRES SUBDIVISION OF LOT 9 IN BLOCK 3 IN CHRISTIAN ANDRES SUBDIVISION OF PART OF THE SOUTH 1/2 OF LOT 1 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 36 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS



**Exhibit 2****Legal Description**

Parcel Identification Numbers 28-30-312-023-0000 (parcel 1) & 28-30-312-024-0000 (parcel 2) and legally described as:

**PARCEL1:**

THE SOUTH 25 FEET OF LOT 13, LOT 14 AND THE NORTH 16 FEET OF LOT 15 IN BLOCK 3 OF CHRISTIAN ANDRES SUBDIVISION OF PART OF THE SOUTH 1/2 OF LOT 1 OF THE SOUTH WEST 1/4 OF SECTION 30, TOWNSHIP 36 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

**PARCEL 2:**

LOT 15 (EXCEPT THE NORTH 16 FEET THEREOF) AND LOT 16 IN ANDRES SUBDIVISION OF LOT 9 IN BLOCK 3 IN CHRISTIAN ANDRES SUBDIVISION OF PART OF THE SOUTH 1/2 OF LOT 1 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 36 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS



# Interoffice Memo

**Date:** November 27, 2023

**To:** Committee of the Whole

**CC:** Daniel Ritter, Community Development Director

**From:** Jason Engberg, Planning Manager

**Subject:** Agreement for Professional Services With The Lakota Group to Complete the Village of Tinley Park Comprehensive Plan

**DESCRIPTION:**

Approve a contract for professional services with the Lakota Group for the drafting and completion of the Tinley Park Comprehensive Plan.

**BACKGROUND:**

The Village is seeking to update the Village's 2000 Comprehensive Plan. A Comprehensive Plan is a guidebook for future development, both public and private, within the community. It is an all-encompassing planning document which outlines the existing conditions of the Village, provides a shared vision for future development, identifies the strengths and weaknesses of the community, and provides itemized strategies to implement in the future. It is developed and relies on input from residents, key stakeholders, Village staff, and local businesses. It is an essential tool when potential developments are proposed within the Village to ensure that the vision and direction within the plan are being followed.

These long range plans typically have a lifespan of about eight to twelve years. They are established at a certain time but over the course of their lifespan certain local, regional, or even global events may change the course for development (recessions, pandemics, etc.) and alter where the municipality needs to focus its vision. The original 2000 Comprehensive Plan is well passed its lifespan and it is necessary for a complete rewritten update to the document. The Village has changed over the past 20 years and it is time to establish new goals and objectives for the future.

The Community Development Department has taken the first steps to begin drafting a new plan. Due to its large scope, scale, and complexity, staff is recommending the retention of a professional planning consultant to complete this project.

**RFP PROCESS**

Community Development staff published a Request for Proposal (RFP) on the Village website, in the local newspaper, on professional organization websites, and was sent to local planning firms in the Chicagoland area on July 17, 2023. All qualified firms were given instructions on how to apply to complete the project, a timeline for their submission, and were invited to a pre-proposal meeting on August 10, 2023.



At the deadline of August 25, 2023, the Village received a total of six (6) proposals from firms requesting to complete the project. Community Development staff reviewed the submissions using a grading rubric to determine the top firms which demonstrated their ability to provide the best planning document. Two (2) firms were selected for interviews and were conducted in October 2023. The interview team included the Village Administrator, Assistant Village Administrator, Community Development Director, Director of Marketing, Planning Manager and some other planning staff members.

After the interviews were complete, the interview teams determined that The Lakota Group was best suited for the task to complete the Comprehensive Plan. Major factors which set the Lakota Group apart from all other applicants includes their diverse range of outreach options, their familiarity with the Village and region, and their approach to providing an overarching systems-based plan. Also, their work on the Harmony Square project and their knowledge of resident feedback will give them a “head start” during the initial information gathering portion of the process.

#### CONTRACT, TIMEFRAME & FEE SCHEDULE

The Village attorney has drafted an agreement to retain The Lakota Group for the completion of this project. It is the Village’s standard contract for professional services and states that the Lakota Group must accomplish the objectives of the RFP and within the proposed timeframe. The proposal stated that The Lakota Group is able to complete the project by September 2025 (based on the estimated start date in January) for the not to exceed amount of \$250,026.00.

The fee schedule was updated from the RFP submittal but not increased (attached) to divide the hours to align with the RFP’s five different phases. All of the fees include research, public outreach, meetings, drafting, and guidance in the adoption process.

#### BUDGET/FUNDING

Funding is budgeted and available for the first half of this project in the approved FY24 Capital Budget. Since the projected timeline will span two fiscal years, the remaining funding has been planned for and will need to be budgeted in FY25.

#### STAFF REQUEST:

Approve the contract for professional services with The Lakota Group for the completion of the Tinley Park Comprehensive Plan by the Lakota Group for the amount of \$250,026.00

#### Attachments:

1. Village Request for Proposal
2. Lakota Group Proposal
3. Amended Fee Schedule
4. Proposed Professional Services Contract



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## **THE VILLAGE OF TINLEY PARK**

**Cook County, Illinois**

**Will County, Illinois**

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### **RESOLUTION NO. 2023-R-151**

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**A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY  
PARK AND THE LAKOTA GROUP FOR THE COMPLETION OF THE UPDATE TO THE  
TNILEY PARK COMPREHENSIVE PLAN**

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**MICHAEL W. GLOTZ, PRESIDENT  
NANCY M. O'CONNOR, VILLAGE CLERK**

**WILLIAM P. BRADY  
WILLIAM A. BRENNAN  
DENNIS P. MAHONEY  
MICHAEL G. MUELLER  
KENNETH E. SHAW  
COLLEEN M. SULLIVAN  
Board of Trustees**

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**RESOLUTION NO. 2023-R-151****A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND THE LAKOTA GROUP FOR THE COMPLETION OF THE UPDATE TO THE TINLEY PARK COMPREHENSIVE PLAN**

**WHEREAS,** the Village of Tinley Park, Cook and Will Counties, Illinois, is a Home Rule Unit pursuant to the Illinois Constitution of 1970; and

**WHEREAS,** the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have considered entering into an Agreement with The Lakota Group, a true and correct copy of such Agreement being attached hereto and made a part hereof as **EXHIBIT 1**; and

**WHEREAS,** the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have determined that it is in the best interests of said Village of Tinley Park that said Agreement be entered into by the Village of Tinley Park;

**NOW, THEREFORE, Be It Resolved** by the President and Board of Trustees of the Village of Tinley Park, Cook and Will Counties, Illinois, as follows:

**Section 1:** The Preambles hereto are hereby made a part of, and operative provisions of, this Resolution as fully as if completely repeated at length herein.

**Section 2:** That this President and Board of Trustees of the Village of Tinley Park hereby find that it is in the best interests of the Village of Tinley Park and its residents that the aforesaid “Agreement” be entered into and executed by said Village of Tinley Park, with said Agreement to be substantially in the form attached hereto and made a part hereof as **EXHIBIT 1**.

**Section 3:** That the President and Clerk of the Village of Tinley Park, Cook and Will Counties, Illinois are hereby authorized to execute for and on behalf of said Village of Tinley Park the aforesaid Agreement.

**Section 4:** That this Resolution shall take effect from and after its adoption and approval.

**ADOPTED** this 5<sup>th</sup> day of December, 2023, by the Corporate Authorities of the Village of Tinley Park on a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** this 5<sup>th</sup> day of December, 2023, by the President of the Village of Tinley Park.

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Village President

ATTEST:

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Village Clerk

## **EXHIBIT 1**

# **FOR THE COMPLETION OF THE UPDATE TO THE TNILEY PARK COMPREHENSIVE PLAN AGREEMENT**

STATE OF ILLINOIS        )  
COUNTY OF COOK        )       SS  
COUNTY OF WILL        )

CERTIFICATE

I, NANCY M. O’CONNOR, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2023-R-151, “**A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND THE LAKOTA GROUP FOR THE COMPLETION OF THE UPDATE TO THE TNILEY PARK COMPREHENSIVE PLAN,**” which was adopted by the President and Board of Trustees of the Village of Tinley Park on December 5<sup>th</sup>, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 5<sup>th</sup> day of December, 2023.

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VILLAGE CLERK



**VILLAGE OF TINLEY PARK, ILLINOIS**

**NOTICE OF REQUEST FOR PROPOSAL (RFP)**

**RFP NUMBER: 2023-RFP-011**

**COMPREHENSIVE PLAN DEVELOPMENT**

**PROPOSAL DEADLINE:** AUGUST 25, 2023 2:00 P.M.

**PRE-PROPOSAL MEETING:** OPTIONAL  
AUGUST 10, 2023 10:30 A.M.  
16250 OAK PARK AVENUE  
TINLEY PARK, IL 60477

**SUBMIT BY EMAIL TO:** [clerksoffice@tinleypark.org](mailto:clerksoffice@tinleypark.org)

**SUBMIT BY POSTAL  
MAIL TO:** VILLAGE OF TINLEY PARK  
ATTN: CLERK'S OFFICE 2023-RFP-011  
16250 OAK PARK AVNEUE  
TINLEY PARK, IL 60477

**QUESTIONS AND  
CORRESPONDENCE:** [clerksoffice@tinleypark.org](mailto:clerksoffice@tinleypark.org)



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**NOTICE TO PROPOSERS:**

Proposals will be received by the Clerk's Office until 2:00 p.m. local time on **August 25, 2023**. Electronic submittals are preferred. Responses received after the time specified will not be opened.

There will be an optional pre-proposal meeting on **August 10, 2023 10:30 a.m. at Tinley Park Village Hall**, 16250 Oak Park Avenue Tinley Park, IL 60477. All firms intending to submit a proposal for this project are encouraged to attend to discuss the proposed work and receive answers to questions related to the project.

**PURPOSE**

The Village of Tinley Park Community Development Department is seeking proposals from highly qualified and experienced firms for the development of a comprehensive plan.

The Village of Tinley Park (Village), in accordance with the laws of the State of Illinois, hereby notifies all firms that it will affirmatively ensure that the contract(s) entered into pursuant to this notice will be awarded to the successful firm without discrimination on the grounds of race, color, religion, sex, age, sexual orientation marital status, disability, familial status or national origin. The Village of Tinley Park reserves the right to reject any or all submittals or to accept the submittal(s) deemed most advantageous to the Village.

The Village reserves the right at any time and for any reason to cancel this RFP or any portion thereof, to reject any or all proposals, and to take any other action determined to be in its best interests. The Village reserves the right to waive any immaterial defect in any RFP response. The Village may seek clarification from a responder at any time, after the submission date, and failure to respond promptly is cause for rejection. The Village reserves the right to negotiate with the highest ranked responder. However, should the Village not be able to negotiate a fair and reasonable price with the highest ranked responder, it reserves the right to proceed to negotiations with the next highest ranked responder.

The Director of Community Development, or their designee, will contact the firm whose service offerings most closely match the services described in this request.

**QUESTIONS & CORRESPONDENCE:**

If you wish to receive any correspondence regarding this request for proposals, please register by sending an email to [clerksoffice@tinleypark.org](mailto:clerksoffice@tinleypark.org) and reference the name and number of this RFP in the subject line.

All questions concerning this RFP must be submitted no less than three business days prior to the submittal due date via email to [clerksoffice@tinleypark.org](mailto:clerksoffice@tinleypark.org). All questions must clearly identify this RFP by name and number in the subject line—failure to clearly pose a question may result in no response from the Village. Answers and addenda will be provided in writing via email to all registered interested respondents in a timely manner.

**Communication regarding this RFP with the Community Development Department prior to the due date is explicitly forbidden and may result in nullification of respondent proposal.**

**INTRODUCTION**

The Village of Tinley Park is a home rule community located in the dynamic and fast-growing Interstate-80 corridor. The Village is only 21 miles from the Chicago Loop and is located in both Cook and Will Counties. With access to a trade area of 600,000 people and a metropolitan market of 9 million people, the community is an ideal location for both business and residential uses. The Village boasts a population of nearly 56,000 residents and is home to the Credit Union 1 Amphitheater, which draws hundreds of thousands of visitors to Tinley Park annually.

The Village is seeking proposals for the development of a comprehensive plan. The Village's current comprehensive plan, Comprehensive Plan: 2020 Vision, was adopted in May of 2008 and had a horizon year of 2020. The plan was amended in 2009 to incorporate the Downtown Plan and again in 2012 to incorporate the Active Transportation Plan. The current plan no longer represents existing community conditions nor encapsulates current values, priorities, or goals of Tinley Park. A new comprehensive plan will establish a framework for important future planning and policy implementation efforts.

The Village intends to develop a new comprehensive plan to guide the next eight to twelve years of community activities. The plan will focus on the American Planning Associations Comprehensive Plan Standards for Sustaining Places<sup>1</sup> principles and will include a vision statement and a series of interconnected policies that address a range of topics. The Village is also seeking a plan that takes a system based approach to its development, as outlined in "The Comprehensive Plan: Sustainable, Resilient, and Equitable Communities for the 21<sup>st</sup> Century"<sup>2</sup>. The plan will take these principles and this approach to evaluate topics including land use, redevelopment, annexation extent, housing options, economic development, infrastructure, natural resources, stormwater management, transportation, historic preservation, sustainability, climate change challenges, diversity, and equity. Finally, the plan should be designed to focus on enhancing quality of life for residents and promote the principals of the Chicago Metropolitan Agency for Planning's ON TO 2050 plan.

The plan must include an implementation plan addressing short-, medium-, and long-term goals and action steps associated with implementing the policies through the plan's horizon year. The plan will include performance measures tracking the progress to the Village's goals. The new comprehensive plan will be the foundation for determining public policy, master planning, zoning, land-use decisions, capital improvement planning, implementation of strategies around climate change, and future development decisions that align with the Village's goals and priorities.

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<sup>1</sup> <https://www.planning.org/sustainingplaces/compplanstandards>

<sup>2</sup> <https://www.routledge.com/The-Comprehensive-Plan-Sustainable-Resilient-and-Equitable-Communities/Rouse-Piro/p/book/9780367897550>

The plan will be reflective of community goals and priorities as determined through extensive public engagement. The planning process must be collaborative and involve a wide range of stakeholders. Involvement from residents, the Village Board and various commissions, Village leadership, business owners, community groups, and other stakeholders is critically important.

The purpose of this RFP is to identify a consultant who will work with the Village to create a plan for achieving these goals. The plan should include key performance indicators and include opportunities for the consultant and other team members to report the results of meetings to stakeholders to confirm the planning process is accurately representing community feedback.

The contract term desired for this project is a period of **24 months**.

Contact with Village personnel in connection with this RFP must not be made other than as specified in this RFP. Unauthorized contact of any Village personnel may be cause for rejection of a proposal.

Prior to submittal of a proposal, Proposers are advised to carefully examine:

- The contract documents,
- Project scope and work tasks to be accomplished,
- Specifications,
- Submittal requirements, and
- Insurance requirements and required documentation.

Proposers should become thoroughly familiar with all conditions, instructions, and specifications governing this RFP. Proposals must be made in accordance with these instructions. Proposals must be submitted on the forms provided by the Village.

The Village is not liable in any way for any costs incurred by respondents in replying to this Request for Proposals.

**SCOPE OF WORK**

The scope of this project includes five phases: documenting, visioning, drafting, adopting, and implementing.

The documenting phase will require a thorough assessment of the Village's documents including the current comprehensive plan, strategic plan, zoning ordinance, and relevant sections of the Village Code. This phase will also analyze community character, existing assets, demographics, housing, market conditions, fiscal health, and development pressures. Finally, the documenting phase will compare the Village's regulatory framework with planning best practices, both nationally and throughout Chicagoland including the Village's alignment with the goals of CMAP's GO TO 2050 Plan.

The visioning phase will engage the Village's residents, business owners, and visitors through an extensive community outreach program. This phase will assess the public's opinions and experiences in Tinley Park and identify policy areas where there is a need for specific focus. The visioning phase will emphasize input from harder to reach populations, and include both in-person and online participation opportunities. The Village is open to new and creative ways to gather input for the planning process.

The drafting phase will prepare and present drafts of each section of the document to the Plan Commission and Village Board, and other groups as necessary, to receive input before a final draft is ultimately prepared. The drafts will synthesize the results of the documenting and visioning phases into a concise, accessible document. The final draft plan will be available for public review prior to the adoption process.

The adopting phase will bring the final draft through the public hearing process with the Plan Commission and final adoption by the Village Board. The draft will be presented by the Responder.

Lastly, the implementing phase will occur over the horizon year of the adopted plan. The plan's inclusion of an implementation plan will guide Village staff and allow staff to track progress to adjust policy approaches as necessary.

**DELIVERABLES**

The deliverables for this project are as follows:

**Documenting Phase:**

- Project website where all information is compiled and surveys are conducted.
- Existing conditions report which includes a market analysis for the residential, commercial, and industrial sectors and will document the character of neighborhoods and commercial corridors, their stability, and development potential.
- Diagnostic report for staff on how the findings of the documenting phase will shape the drafting of the comprehensive plan.

**Visioning Phase:**

- Public engagement report organized into thematic areas of focus.

**Drafting Phase:**

- Incremental drafts of each section of the plan for review.
- Final draft plan for public review.

**Adoption Phase:**

- Final draft document with supporting materials.
- A presentation highlighting key findings and details.

**Implementation Phase:**

- Any materials and documents to track implementation.
- All files, images, and maps created for the final document.

**PROPOSAL REQUIRED MINIMUM COMPONENTS**

- **Research Strategies** – proposal must include an overview of methodologies intended to be utilized during the documenting phase described above. The overview should indicate if any components of the documenting phase will be subcontracted to other firms, particularly market analyses and website development.
- **Engagement Strategies** – proposal must include an overview of methodologies intended to be utilized to engage the public in the planning process, especially harder-to-reach populations.
- **Collaboration Expectations** – proposal must include an overview of how plan development workload may be distributed amongst the Proposer, Village Staff, Village Leadership, and Community leaders. This overview should include a proposed description of roles and responsibilities of each group. This overview will be provided for informational purposes only to help the Village understand potential staffing needs.
- **Costs** – proposal must outline fee structure including hourly rates of team members and projected hours of work to complete the project. Additionally, all proposed subcontractors must be stated with their team members hourly rates and projected hours of work to complete their portion of the project.

**SUBMITTAL REQUIREMENTS**

All proposals should not exceed 50 pages and must include the following:

1. A cover page;
2. a letter introducing the firm and describing qualifications;
3. a document listing names, bios, and roles of proposed team members;
4. a document highlighting past work and its applicability to the project;
5. a document describing strategies to address all items listed above especially the scope of work;
6. a document describing a proposed timeline;
7. a proposed fee structure including hourly rates of team members and proposed subcontractors;
8. a reference list of completed plans with similar scopes of work;
9. a vendor registration form; and
10. a certificate of insurance as described below.



**GENERAL TERMS AND CONDITIONS****1. Negotiations:**

The Village of Tinley Park reserves the right to negotiate specifications, terms, and conditions, which may be necessary or appropriate to the accomplishment of the purpose of this RFP.

**2. Confidentiality:**

RFPs and the responses thereto, are subject to the Illinois Freedom of Information Act.

**3. Reserved Rights:**

The Village of Tinley Park reserves the right at any time and for any reason to cancel this RFP or any portion thereof, to reject any or all RFPs, and to take any other action determined to be in its best interests. The Village reserves the right to waive any immaterial defect in any RFP. The Village may seek clarification from a responder at any time, after the submission date, and failure to respond promptly is cause for rejection. The Village reserves the right to negotiate with the highest ranked responsive responsible responder. However, should the Village not be able to negotiate a fair and reasonable price with the highest ranked responsive, responsible responder, it reserves the right to proceed to negotiations with the next highest ranked responsive, responsible responder.

**4. Incurred Costs:**

The Village of Tinley Park is not liable for any costs incurred by respondents in replying to this RFP.

**5. Award:**

An award will be based on the highest ranked responsive, responsible responder as determined by the Village of Tinley Park. The award, if any, will be based on the Village's determination as to the best-qualified and most cost-effective responder.

**6. Discussion of RFP:**

The Village of Tinley Park may conduct discussions with any responder who submits a response. During the course of such discussions, the Village may not disclose any information derived from one RFP to any other responder.

**7. Contract Period:**

Time is of the essence. The responder must be able to devote sufficient resources to this project.

**8. Responsibility & Default:**

The responder is required to assume responsibility for all items listed in this RFP. The successful responder will be considered the sole point of contact for purposes of this contract.

9. Payments:

Payments will be made in accordance with the Local Government Prompt Payment Act.

10. Interpretations or Correction of Request for Qualifications:

Responders must promptly notify the Village of any ambiguity, inconsistency, or error discovered upon examination of the RFP. Interpretation, correction, and changes to the RFP will be made by written addendum. Interpretation, corrections, or changes made in any other manner will not be binding.

11. Addenda:

Addenda are written instruments issued by the Village prior to the date of receipt of qualifications, which modify or interpret the RFP by addition, deletions, clarifications, or corrections.

12. Taxes:

The Village is exempt from paying certain Illinois State Taxes.

13. Non-Discrimination:

Proposer must comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended, and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause and the Illinois Drug Free Workplace Act, Title 44, Chapter 10.

14. Insurance: Please submit certificate with your proposal

The proposer must obtain insurance issued by a company or companies qualified to do business in the State of Illinois and provide the Village with evidence of credible insurance. Insurance in the following types and amounts is necessary:

a) Worker's Compensation and Employer's Liability with limits not less than:

1. Worker's Compensation: Statutory;
2. Employer's Liability;
3. \$1,000,000 injury-per occurrence
4. Such insurance must evidence that coverage applies in the State of Illinois.

b) Comprehensive Motor Vehicle Liability with limits for vehicles owned, non-owned or rented not less than:

Bodily Injury/Property Damage: Combined Single Limit: \$1,000,000 per accident

- c) Comprehensive General Liability with coverage written on an "occurrence" as is and with limits no less than:
  - 1. Each Occurrence: \$ 1,000,000
  - 2. General Aggregate: \$2,000,000
  - 3. Products and completed operations: General Aggregate: \$2,000,000
- d) Umbrella Policy. The required coverage's may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss. This policy should apply to the Commercial General Liability and Motor Vehicle Coverage. Minimum amount \$5,000,000 in combination. An exception for a lower limit may be granted at the discretion of the Village of Tinley Park. Such an exception could be based upon other criteria such as a review of their safety record, information provided by references, and/or any established prior job performance on behalf of the Village. The Village of Tinley Park must be named as an Additional Insured on the Comprehensive General Liability, Comprehensive Motor Vehicle Liability and Umbrella/Excess Policies. An endorsement naming the Village an additional insured must be submitted With the Certificate of Insurance. All insurance policies are to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A: VII, unless otherwise acceptable to the Village.
- e) Other Insurance Provisions:

The insurance policies are to contain, or be endorsed to contain, the following provisions:

  - 1. The Entity, its officers, officials, employees, and volunteers are to be covered as additional insureds on the general liability, auto and umbrella/excess policies. An endorsement naming the Village an additional insured must be submitted with the Certificate of Insurance
  - 2. For any claims related to this project, the insurance coverage must be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Entity, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the Entity, its officers, officials, employees, or volunteers must be excess of the Vendor's insurance and not contribute with it. Vendor must procure and maintain for the duration of the contract, and for 2 years thereafter, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Vendor, his agents, representatives, employees.
  - 3. Each insurance policy required by this clause must provide that coverage cannot be canceled, except with notice to the Entity.

4. Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A: VII, unless otherwise acceptable to the Entity.
5. Waiver of Subrogation: Vendor hereby agrees to waive rights of subrogation which any insurer of Vendor may acquire from Vendor by virtue of the payment of any loss. Vendor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. The Workers' Compensation policy must be endorsed with a waiver of subrogation in favor of the Entity for all work performed by the Vendor, its employees, agents.

15. Change in Status:

The responder must notify the Village immediately of any change in its status resulting from any of the following:

- a) responder is acquired by another party;
- b) responder becomes insolvent;
- c) responder, voluntarily or by operation law, becomes subject to the provisions of any chapter of the Bankruptcy Act;
- d) responder ceases to conduct its operations in normal course of business. The Village of Tinley Park has the option to terminate its contract with the vendor immediately on written notice based on any such change in status.

VILLAGE OF


# TINLEY PARK

## COMPREHENSIVE PLAN

RFP Response | August 25, 2023

**THE  
LAKOTA  
GROUP.**

SB Friedman  
Sam Schwartz  
Robinson Engineering



*Our journey is driven by a singular purpose - to leave a lasting positive impact on the places we touch, creating better communities for generations to come, fostering a brighter and more connected future for all.*

**COMPREHENSIVE PLAN**  
**VILLAGE OF TINLEY PARK, ILLINOIS**

**THE LAKOTA GROUP**

1 E. Wacker Dr. 27th Fl. | Chicago, Illinois 60601  
Contact: Scott Freres, PLA, ASLA, President  
E: sfreres@thelakotagroup.com  
P: (312) 467-5445 x 202

**OUR SERVICES**

Planning  
Urban Design  
Landscape Architecture  
Historic Preservation  
Community Engagement

August 24, 2023

Dan Ritter, Community Development Director  
Village of Tinley Park

Re: Comprehensive Plan Development Request for Proposals



Dear Mr. Ritter,

The Lakota Group, in collaboration with our esteemed partners, SB Friedman, Sam Schwartz Associates, and Robinson Engineering, is excited to present our comprehensive professional services proposal to support the Village of Tinley Park in its upcoming Comprehensive Planning endeavors. As partners who are deeply vested in the success and growth of Tinley Park, we are enthusiastic about the opportunity to further enhance our partnership and contribute to the continued development of your vibrant community.

With a shared history of collaborative projects and an innate understanding of Tinley Park's unique character, we are well-positioned to craft a forward-thinking plan that aligns with your community's aspirations and sets the stage for a prosperous future. Our commitment to Tinley Park's well-being and growth has only deepened over time, and we're eager to once again work hand in hand to chart the course ahead. From potential issues like managing growth sustainably, revitalizing key commercial areas, and ensuring housing equity, to fostering economic diversification and embracing innovative solutions, we acknowledge the multifaceted landscape of Tinley Park's comprehensive planning needs.

Having worked closely with diverse communities both within the Chicagoland area and across the country, we are keenly attuned to the importance of local planning and sustainable development. Tinley Park's challenges and opportunities resonate deeply with us, and we are primed to address them head-on.

***Here's why we are the perfect team for the job:***

- » **We are creative planners and urban designers.** We skilled at activating districts, downtowns, neighborhoods, cities, waterfronts, and parks that incorporate strategies for placemaking and aesthetics, economic development, community engagement, effective public-private partnerships, multi-modal transportation, and sustainability and resiliency. Our creativity, passion, and expertise are perfectly suited for addressing the needs of this project.
- » **We are multi-faceted, with strong credentials in economic development.** As you will see from our qualifications, The Lakota Group has significant experience in comprehensive, downtown, and historic preservation planning initiatives. Our in-house expertise includes two senior staff members who worked for many years at the National Main Street Center, helping communities across the country bring economic vitality to their commercial corridors.
- » **Not only do we bring national and regional-based experience, but we also understand the local issues.** Our team has worked around the country and throughout the Chicago Region, which allows us to bring experience and objective thought to the issues that currently face Tinley Park.
- » **We are approachable.** We roll up our sleeves and work with community leaders, organizations, business owners, residents, developers, and other stakeholders to create positive dialogue from the beginning. We strive to pinpoint the qualities that make each place special and to build ideas and visions from those assets.
- » **We are realistic.** We ensure our plans are achievable and within the community's means. Our plans and concepts not only generate excitement and community consensus, they are also accompanied by realistic implementation actions that ensure that the plan vision, goals, and initiatives come to fruition.

Please don't hesitate to reach out with any queries or for further discussions. We look forward to the opportunity of sharing our vision with you and your selection committee.

Warm regards,

**Scott Freres, PLA, ASLA**  
President, The Lakota Group  
sfreres@thelakotagroup.com  
312.467.5445 x 202

# GET INTO IT

Cover Letter	Firm Profile	Experience
03	05	22
Engagement	Scope of Work	Budget
32	36	46











## PROPOSED TEAM

## THE LAKOTA GROUP



**SCOTT FRERES**  
President &  
Principal In Charge



**KEVIN CLARK**  
Principal  
Urban Design Specialist



**SIRAJ ASFAHANI**  
Vice President  
Project Manager



**JOSH BLOOM**  
Senior Planning Specialist



**ALEXIS STEIN**  
Associate Planner



**CARLOS TERRY**  
Associate Designer

## SB FRIEDMAN



**FRAN LEFOR ROOD**  
Partner



**LILLE VAN  
DER ZANDEN**  
Associate

## SAM SCHWARTZ



**STACEY MEEKINS**  
Principal



**RITCHIE FRANNY**  
Associate

## ROBINSON ENGINEERING



**CHRISTOPHER KING**  
Board Member, Past  
President, Senior Project  
Manager



**VAN CALOMBARIS**  
Director of Operations



# Why Lakota?

The Lakota Group is a premier planning firm based in Chicago with a national portfolio of work. The boutique nature of the firm means we provide highly personal and customized client services, with each project led and supported by senior staff. We understand that planning is not just about creating spaces; it's about crafting experiences, shaping communities, and leaving a lasting impact. This is why our boutique nature allows us to immerse ourselves in the nuances of every project, dedicating the time, expertise, and attention necessary to create solutions that truly resonate.

We bring to Tinley Park both a familiarity that allows us to understand the place deeply and the perspective of having worked in top tier communities in almost every state. We've also worked with diverse communities, from majority Black neighborhoods of Philadelphia to indigenous communities of Hawaii.

Our team for Tinley Park is **diverse by intention** and because it is part of who we are. Within The Lakota Group, **Siraj Asfahani** is a senior member of the firm, an architect and a planner who is also an immigrant born, raised, and educated in Lebanon. In addition to people of color, we are proud to include **Fran Lefor Rood** of SB Friedman and **Stacey Meekins** of Sam Schwartz Engineering, women principals and partners in a male-dominated profession, as well as the amazing women planners and landscape architects on The Lakota Group's in-house staff.

Of all the commitments we make to the communities we serve, the most important is **listening**. We know how critical it is to meet people where they are and to ensure their voices are heard and valued.

Our defining attribute is fostered through a team-based approach to project management centered on positive dialogue. Led by our drive to institute change in a sustainable way, Lakota associates abide by a process that combines critical thinking and community engagement. The result? A practice that seeks to produce the most effective solutions, carefully balancing the real with the ideal.

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***The Lakota Group enjoys the opportunity to work with local communities, which is reflected in its name: "Allies," the English translation of the Native American word, Lakota.***

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Though based in Chicago with strong roots in the Midwest, we have worked in communities ranging from Maui, Hawaii to Denton, Texas to Albany, New York. Every new city we work in provides insight into the characteristics that make our communities different, and also often very similar.



**SB Friedman Development Advisors, LLC (SB Friedman)** is a specialized real estate, community and economic development, and public-private finance advisory firm in Chicago. Now in our 33rd year of operation, we develop and assist in implementing strategies to revitalize communities, downtowns, corridors and sites. We have established a reputation for producing ambitious but achievable strategies that are rooted in market reality, financial feasibility and effective implementation.

Our mission is to help our clients create equitable, resilient and well-designed communities through the practice of real estate economics, development finance and urban planning.

**SB FRIEDMAN DEVELOPMENT ADVISORS, LLC**  
 70 W MADISON ST, SUITE 3700  
 CHICAGO, IL 60602  
 312-424-4250  
[INFO@SBFRIEDMAN.COM](mailto:INFO@SBFRIEDMAN.COM)  
[WWW.SBFRIEDMAN.COM](http://WWW.SBFRIEDMAN.COM)

## **EXTENSIVE MARKET ANALYSIS EXPERIENCE**

Our firm is recognized for truly understanding both the public and private perspectives on development issues. We have expertise in market and economic analysis related to a wide variety of development types, including residential, retail, office, entertainment, senior housing, mixed-use facilities, industrial, and research and development facilities. We analyze real estate market trends, competitive position, market niche and concept, absorption and pricing, development conditions, physical requirements, configuration and integration of uses and users, and tenant mix and leasing parameters. Particular attention is paid to the demographic and economic changes underlying market demand.

## **FOCUS ON IMPLEMENTABLE PLANS**

We have served hundreds of clients in planning, financing and implementing development projects. Successful development results from the synthesis of community goals and input, market and financial considerations, and physical constraints. Our work begins with including all stakeholders to create a shared vision and continues with preparing plans to execute the vision. We collaborate with planning and design firms to identify market-feasible uses for a development program and provide guidance on pre-development actions, development partnerships and financing sources. Our expertise has been applied to comprehensive, corridor, downtown and subarea plans, site redevelopment, mixed-use projects, and implementation strategies.

## **EXPERTISE IN HOUSING ANALYSIS & STRATEGIES**

SB Friedman brings in-depth experience in conducting region-wide and site-specific housing needs analyses, formulating housing strategies, and leading policy planning assignments. Our clients include, among others, the Cities of Chicago, IL, Glen Ellyn, IL, Kansas City, MO, Naperville, IL, Sun Prairie, WI, and Wauwatosa, WI, Dane County, WI, and the Berkeley-Charleston-Dorchester Council of Governments in South Carolina. Our work builds upon our experience in analyzing the market and financial feasibility of all types of residential development, including demand for market-rate and affordable housing. We have conducted residential market assessments throughout the country and in various locational contexts.

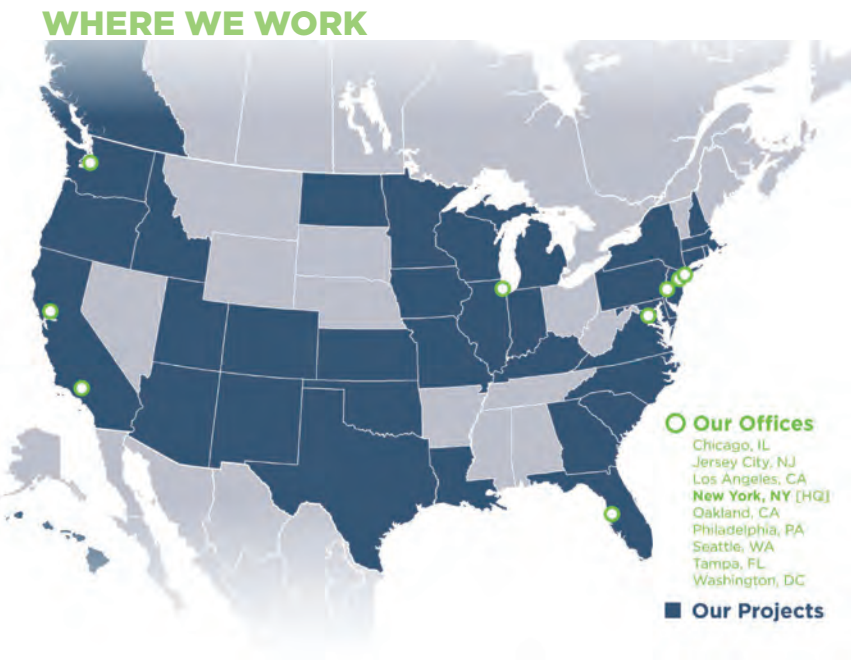


Sam  
Schwartz

A TYLin Company

A national engineering, planning,  
and consulting firm

Our industry-leading team specializes in developing context-sensitive transportation solutions for urban mobility in New York, nationally, and abroad. We identify transportation and social impacts and provide creative, multi-modal plans that are grounded in technically rigorous analysis and industry-accepted design standards, working towards larger policy goals such as Vision Zero, economic development, social equity, environmental and climate resiliency, and design excellence. We work to balance the needs and improve the quality-of-life of all users, including those using transit, walking, biking, driving, hailing rides, and moving freight.



Unlike large, multinational engineering firms, our planning, engineering, and design services are not “add-on” services but instead comprise Sam Schwartz’s core business practice. As a mid-sized firm, we offer flexibility, responsiveness, and a tactical approach to solving transportation challenges which is made possible by our size and emphasis on collaboration and creating local and long-lasting relationships. Our project experience reflects this strategic, integrated approach, spanning modes, disciplines, communications media, and technology.

MAKING THE  
JOURNEY  
BETTER

Our Services

- » Air Quality + Noise
- » Campus
- » CEQR/SEQRA
- » City Strategies
- » Civil Engineering
- » Community Engagement
- » Environmental Review
- » Fare Collections
- » Master Planning
- » New Mobility
- » Multimodal Planning
- » Parking
- » Pedestrian Safety
- » Permitting
- » Transportation Planning
- » Rail Services
- » Site + Utilities
- » Engineering
- » TDM
- » Traffic Engineering
- » Transit
- » Urban Planning



samschwartz.com



# Beyond the Expected

The daily needs of our local municipalities are our top priority. We understand the unique regulatory agency landscape, community development issues and infrastructure funding challenges faced by Chicagoland municipalities. Our professionals are equipped with the knowledge and experience to support your team. We go beyond standard civil engineering services to help municipalities accomplish their vision for the future.

## Beyond Engineering

- Land Surveying
- Geotechnical Drilling and Material Testing
- Environmental Services
- Infrastructure Operations and Management
- Geographic Information Systems (GIS) and Mapping

## Why Robinson?

- Creative solutions to complex infrastructure challenges
- Level of service beyond engineering
- Leaders in securing alternative funding for projects
- Experts in stakeholder communications and public outreach
- Vast network and knowledge of federal & state regulations and processes
- Rigorous Quality Assurance/Quality Control (QA/QC) process

86  
Years in Business

170+  
Professional Staff

40  
Professional Engineers

6  
Chicagoland Offices



**HOMETOWN**

Northbrook, Illinois

**EDUCATION**

University of Wisconsin-Madison  
Bachelor of Science in Landscape  
Architecture  
Madison, WI  
(1986)

**ORGANIZATIONS**

- American Society of Landscape Architects
- American Planning Association
- American Institute of Architects
- Wisconsin Alumni Association - Alumni Park Design Committee
- Lambda Alpha International
- Urban Land Institute
- Illinois Park & Recreation Association
- Society for Environmental Graphic Design
- Winnetka Parks Foundation
- Teaching Professional Architect - State of Illinois
- Village of Winnetka Plan Commission & Design Review Board - Former Member
- Skokie/Crow Island/Hubbard Woods Schools - Former Member

**EXPERIENCE**

Years with Lakota: 30  
Years of Practice: 37



SCOTT  
FRERES PLA ASLA

PRESIDENT | 1993 - PRESENT

Scott is the President and co-founder of The Lakota Group, and has over 30 years of experience in designing and shaping communities and open spaces around the country. As an industry leader in sustainable design, Scott has worked with cities, towns, developers, institutions, and non-profit agencies, using his skills placemaking and urban design to create beautiful and engaging places. Scott's ability to take a fresh, simple, and inclusive approach to problem solving has established The Lakota Group's reputation as a creative leader in the industry.

**SIGNATURE PROJECTS**

**Comprehensive Planning**

- Moline Comprehensive Plan Update - Moline, IL
- Pryor Creek Comprehensive Plan - Pryor Creek, OK
- Yorkville Comprehensive Plan - Yorkville, IL
- Burlington 2040 Vision - Burlington, WI
- Winnetka Futures 2040 Plan - Winnetka, IL

**Open Space and Park District Planning**

- Hubbard Woods Park Master Plan - Winnetka, IL
- Skokie Playfields Master Plan - Winnetka, IL
- Lakefront Master Plan - Winnetka, IL
- FCEC Feasibility Study - Chicago, IL
- Park District of Highland Park Comprehensive Plan - Highland Park, IL

**Streetscape & Urban Design**

- Downtown Open Space and Streetscape - Homewood, IL
- Lockport Street Streetscape - Plainfield, IL
- Pleasant District Streetscape - Oak Park, IL
- Park Ridge Uptown Streetscape - Park Ridge, IL
- Marion Street Streetscape - Oak Park, IL

**Park District Planning**

- Hubbard Woods Park Master Plan - Winnetka, IL
- FCEC Feasibility Study - Chicago, IL
- Park District of Highland Park Comprehensive Plan - Highland Park, IL
- Skokie Playfields Master Plan - Winnetka, IL
- Lakefront Master Plan - Winnetka, IL

**Urban & Regional Planning**

- Illinois Route 53/120 Land Use Strategy - Lake County, IL
- Riverfront Neighborhoods Comprehensive Plan Update - Moline, IL
- MedQuarter Master Plan - Cedar Rapids, IA
- Downtown Strategic Development Plan - Kenosha, WI
- Illinois Medical District Master Plan - Chicago, IL
- Willow Road Corridor Plan - Northfield/Winnetka, IL
- State of Oregon Main Street Revitalization Services - OR
- Village Center Master Plan - Wilmette, IL
- San Antonio Strategic Historic Preservation Plan - San Antonio, TX





KEVIN  
CLARK PLA AICP

PRINCIPAL & DIRECTOR OF DESIGN | 2005 - PRESENT

HOMETOWN

Louisville, Kentucky

EDUCATION

University of Illinois at Chicago  
Master of Urban Planning and Policy  
Chicago, IL  
(2006)

University of Kentucky  
Bachelor of Science in Landscape  
Architecture  
Lexington, KY  
(2000)

ORGANIZATIONS

- American Planning Association
- American Society of Landscape Architects, Awards Jury (2014)
- Congress for New Urbanism
- American Institute of Architects, Associate Member
- American Planning Association Mentorship Program
- Lambda Alpha, ELY Chapter
- Uptown Development Partners
- Greentown Advisory Committee (2014)
- UIC Professional Development Panel (2010)

EXPERIENCE

Years with Lakota: 18  
Years of Practice: 23



Kevin brings over 20 years of experience in urban planning and landscape architecture to The Lakota Group, where he oversees the firm's urban design projects. His award-winning portfolio spans downtown, transit-oriented and neighborhood revitalization plans, physical and economic development strategies, and innovative design of open spaces and public places. He is passionate about dynamic and interactive public processes and works to integrate innovative technology throughout all of Lakota's projects.

SIGNATURE PROJECTS

Comprehensive Planning

- Pryor Creek Comprehensive Plan - Pryor Creek, OK
- Yorkville Comprehensive Plan - Yorkville, IL
- Burlington 2040 Vision - Burlington, WI
- It's Hobart's Time - Hobart, IN

Urban Planning & Design

- North Clark Street Strategic Plan - Chicago, IL
- South Main Corridor Master Plan - Rockford, IL
- Peoria Avenue BRT Land Use Framework - Tulsa, OK
- Vision Clark Street Corridor Plan - Rogers Park, Chicago, IL
- Lincoln Avenue Corridor Plan - Lincoln Park, Chicago, IL

Campus Planning & Design

- University of Notre Dame Irish Green - Notre Dame, IN
- University of Notre Dame Hesburgh Library Plaza - Notre Dame, IN
- AbbVie Campus Master Plan - North Chicago, IL
- Abbott Courtyard and Landscape Design - Lake Bluff, IL
- Delnor Hospital Landscape Master Plan - Geneva, IL
- New Trier High School Plaza Design - Winnetka, IL
- Waters School Campus/Landscape Design - Chicago, IL
- Loyola Academy Campus Plan - Wilmette, IL
- Illinois College of Optometry - Chicago, IL

Park & Open Space Design

- Howard Park - South Bend, IN
- Century Center Island Park - South Bend, IN
- Hubbard Woods Park - Winnetka, IL
- Skokie Playfiends - Winnetka, IL
- Swedish Heritage Park - Loves Park, IL
- City Commons - Park Ridge, IL

Streetscape & Urban Design

- Lockport Street Streetscape - Plainfield, IL
- Marion Street Streetscape - Oak Park, IL
- Uptown Park Ridge Streetscape - Park Ridge, IL
- Algonquin Streetscape Master Plan - Algonquin, IL
- Lake Street Streetscape - Oak Park, IL
- Homewood Downtown Streetscape - Homewood, IL



SIRAJ  
ASFHANI AIA

VICE PRESIDENT | 2016 - PRESENT  
PROJECT MANAGER

HOMETOWN

Beirut, Lebanon

EDUCATION

DePaul University

Master of Sustainable Urban  
Development  
Chicago, IL  
(2017)

Harvard School of Design

Master of Sustainable Urban Executive  
Studies in Urban Design  
Boston, MA  
(2016)

Lebanese American University

Bachelor of Architecture  
Minor in Graphic Design  
Beirut, Lebanon  
(2015)

ORGANIZATIONS

- American Institute of Architects
- American Planning Association
- Chicago Architecture Foundation

EXPERIENCE

Years with Lakota: 7  
Years of Practice: 10

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Siraj is an architect and urban planner with diverse design experience. His portfolio includes projects in downtown planning, placemaking, park and recreational master plans, wayfinding, and urban restoration. With a strong focus on community engagement, Siraj believes in innovative, practical, and enduring planning and design. Raised in Beirut, Lebanon, he advocates for community resiliency and the power of unconventional design. He holds a degree in Architecture from the Lebanese American University and a master's degree from DePaul University in Chicago. Siraj has participated in and won multiple design challenges in Lebanon, Dubai, and more recently in Chicago.

SIGNATURE PROJECTS

Winnetka Futures 2040 Comprehensive Plan - Winnetka, IL

In 2019, the Village of Winnetka initiated the Winnetka Futures 2040 Comprehensive Plan, a collaborative effort to shape the village's trajectory for years ahead. By engaging in discussions with diverse community groups, the plan strikes a balance between preserving Winnetka's cherished traditions and embracing innovation. Meetings with the Plan Commission played a pivotal role in refining each aspect of the plan, ensuring a cohesive vision that addresses economic, environmental, and social considerations. Siraj co-managed the Winnetka Futures 2040 Plan, alongside Lakota's President, Scott Freres.

It's Hobart's Time | Comprehensive Plan & Park Plan - Hobart, IN

The Hobart Comprehensive Plan Update will comprise three phases each with key tasks and community engagement elements. The ideas, concepts, and strategies must be sensitive to the multiple needs of the community and responsive to its land use, environmental, physical and market constraints and overall revitalization potential. This integrated Comprehensive Plan and Park and Recreation Plan was led by Siraj, working through multiple community engagement sessions, Plan Commission working sessions and more. This plan is scheduled to be adopted in September of 2023.

Vision Clark Street Master Plan - Chicago, IL

Lakota is working with the Rogers Park Business Alliance to help engage the community and create a shared vision for the revitalization of their downtown. Branded materials created for the project brought visual unity to the engagement and planning process and were woven into concepts for placemaking and urban design improvements. Siraj aided the team in producing renderings, marketing for the public events, and facilitating the community open house.

Tinley Park Downtown Placemaking Study and Plaza Design - Tinley Park, IL

As part of the overall Placemaking Plan for downtown Tinley Park, The Lakota Group is currently studying and developing several land planning scenarios for key downtown opportunity sites, including mixed-use and multi-family residential buildings. Lakota is designing and illustrating desired and appropriate form, massing, orientation, and character necessary to support functional, attractive and activated public space. After the downtown development phase, Lakota is designing Harmony Square, a plaza in downtown Tinley Park. Siraj is assisting in research, design, graphics production and the public engagement process.

Burlington 2040 Plan - Burlington, WI

Libertyville Comprehensive Plan Update - Libertyville, IL

Louisburg Comprehensive Plan - Louisburg, KS



# JOSHUA BLOOM

SR. ECONOMIC DEVELOPMENT STRATEGIST | 2022 - PRESENT

**HOMETOWN**

South Orange, New Jersey

**EDUCATION**

**University of Pennsylvania**  
Masters in Historic Preservation  
Philadelphia, PA  
(1998)

**Columbia University**  
Bachelor of Arts  
New York, NY  
(1985)

**EXPERIENCE**

Years collaborating with Lakota: 15  
Years of Practice: 30

Josh is a leader in the revitalization of historic commercial districts and held senior positions at the National Main Street Center and The Community Land Use and Economics Group prior to joining Lakota. He uses local data to craft market-based strategies that help cities and communities build economically differentiated, dynamic places. He also has deep interest in social enterprise and community-owned businesses. He is currently a board member, and is a past president, of Weavers Way Cooperative, a \$40 million retailer in Philadelphia with three grocery stores, a pet supplies store, two health-and-beauty aid stores, a “Mercantile” gift shop, and 11,000 member-owner households.

**SIGNATURE PROJECTS**

**Arts and Culture District Plan - Galveston, TX**

Galveston, a city of 50,000 located on the Texas Gulf Coast, has long been a destination for beachgoers. Less well-known are Galveston’s arts assets like the Grand 1894 Opera House or the nationally-competitive Galveston Artist Residency program, or its cultural history as the birthplace of Juneteenth. Josh led Lakota’s planning work to establish a new arts and culture agency - which the City and partners have already committed to fund - and a framework for growing an expansive and inclusive arts economy that includes fine arts, performing arts, culinary arts, history and culture, and creative manufacturing and makers.

**Tacony Market Analysis + Economic Development Strategy - Philadelphia, PA**

The Lakota Group developed a market analysis and economic development strategy for the Tacony neighborhood of Philadelphia. Josh provided demographic, retail, consumer mobility analysis, and revitalization strategies. Tacony’s history as a “company town” of sawblade manufacturing dates to the 19th century, but today, the neighborhood is much changed and faces significant obstacles, including pervasive crime. Josh’s work helped to better-align the Tacony Community Development Corporation’s work and spurred an initiative to directly convert vacant storefronts to incubator spaces.

**Grandmont Rosedale Restaurant Feasibility Analysis - Detroit, MI**

Grandmont Rosedale Development Corporation engaged The Lakota Group to provide market research and a feasibility analysis for developing a restaurant on the ground floor of its new senior housing apartments, Minock Park Place, on the West Side of Detroit. Josh led this project which included community engagement, market analysis, and business planning. The feasibility analysis included sizing of the space, kitchen formats for cost efficiency, alternative ownership models (e.g., social enterprise), and projected restaurant operating revenues and expenses. The study included a five-year operating pro forma.

**Main Street Refresh: A Market-Based Approach to Downtown Revitalization**

The National Main Street Center engaged Josh’s former firm, CLUE Group, to take a strategic look at the Main Street model, which had not changed in 40 years. The work proposed a fundamental change in the Main Street methodology, recommending that local program activity be based on one or two market-based strategies, grounded in the context of the community’s economics. These “Transformation Strategies” would guide all revitalization work, from business development to streetscape design. The NMSC adopted the recommendation, and Josh developed a set of training materials and publications. The methodology has now been implemented in more than one hundred towns and cities and has won accolades from the American Planning Association, Urban Land Institute, and others.

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## FRAN LEFOR ROOD, AICP

### PARTNER

Fran offers customized development advice grounded in her understanding of real estate markets and extensive experience in guiding clients to reach their development and community goals. Her relevant experience includes leading market analyses and housing strategies as part of comprehensive plan updates in Chicago, Libertyville and Winnetka, Illinois. She is currently leading the development of a regional housing strategy in Dane County, Wisconsin, including facilitating monthly Housing Advisory Committee meetings and providing expertise around housing market, demographic and economic trends.

### EDUCATION

Master in Urban Planning and Policy,  
University of Illinois at Chicago

Bachelor of Arts in Public Policy,  
University of Chicago

### PROFESSIONAL ORGANIZATIONS

American Planning Association (APA)/  
American Institute of Certified Planners (AICP)

Council of Development Finance Agencies (CDFA)

Illinois Housing Council

Illinois Tax Increment Association (ITIA) –  
Board Member

Lambda Alpha International – Ely Chapter

### SELECT PUBLICATIONS

2019, “The Nexus Between Land Use and Fiscal Balance” (with R. Bose), APA Zoning Practice

2014, “(Re-) Development Strategy: The Bridge from Goals to Implementation” (with S. Friedman & G. Dickinson), ILCMA Newsletter

### SELECT PRESENTATIONS

“Future of Housing Trends and the Housing Market: Housing Affordability and Mixed Housing Strategies” (Illinois Financial Forecast Forum, 2020)

“Elevated Chicago: Connecting People, Building Equity” (APA National, 2019)

### PROJECT EXPERIENCE

#### Comprehensive Plan Update & Corridor Strategy • Libertyville, IL

Led a market analysis as part of a comprehensive plan update and led the development of an implementation strategy for the South Milwaukee Avenue corridor

#### Comprehensive Plan Update • Winnetka, IL

Led a market analysis and housing strategy for the Village of Winnetka as part of their comprehensive plan update

#### We Will Chicago Citywide Plan • Chicago, IL

Co-led a multidisciplinary team to research and prepare a policy framework through a participatory process for the first citywide comprehensive plan in over 50 years

#### Chicago Central Area Plan Update • Chicago, IL

Co-leading the development of a vision for the City of Chicago's Central Area Plan including a robust community engagement process and existing conditions report

#### Milwaukee Avenue Corridor Market Study • Chicago, IL

Directing a market analysis and developing marketing materials to attract business development in the Milwaukee Avenue corridor in northwest Chicago

#### Regional Housing Strategy • Dane County, WI

Leading the development of a regional housing strategy; leading monthly Housing Advisory Committee meetings with 80 stakeholders; and conducting research into existing housing policies, programs and resources presently available to identify gaps that should be addressed

#### Citywide Housing Needs Assessment and Toolkit • Naperville, IL

Directed a data-driven assessment to determine whether existing housing stock meets current and projected needs, identified housing-related issues and unmet needs, and identified programs and policies to address housing issues; currently evaluating potential inclusionary zoning ordinance

#### New Circle Corridor Study • Lexington, KY

Led a market assessment and redevelopment strategy for residential, retail, industrial and office uses along a predominantly commercial corridor in Lexington

#### Northwest Atlanta Industrial Freight Study • Atlanta, GA

Led an industrial development and jobs analysis to highlight the economic significance of maintaining and supporting industrial clusters in Northwest Atlanta



## LILLE VAN DER ZANDEN

### ASSOCIATE

Lille has a background in urban planning and community and economic development. At SB Friedman, she compiles data from various sources and uses a variety of platforms to conduct market and demographic analyses. She has contributed to comprehensive plans, market studies, fiscal and economic impact assessments, and federal infrastructure grant applications. Her experience includes analyzing market data as a part of the Village of Winnetka's comprehensive plan update, and assessing development potential along a proposed linear park on Chicago's West Side.

### EDUCATION

Bachelor of Arts in Growth and Structure of Cities, minor in Political Science, Bryn Mawr College

### PROFESSIONAL ORGANIZATIONS

Congress for the New Urbanism (CNU)

### SELECT PUBLICATIONS

2019, "Social Equity: The Legacy of 100 Resilient Cities," Chicago Council on Global Affairs

### PROJECT EXPERIENCE

#### Comprehensive Plan • Winnetka, IL

Analyzed the residential and retail market position of Winnetka relative to North Shore communities; conducted stakeholder and focus group interviews as part of the comprehensive planning process

#### Chicago Central Area Plan Update • Chicago, IL

Prepared presentation of existing conditions to inform focus group discussions; currently analyzing and documenting progress made on projects highlighted in the prior 2009 plan; will ultimately synthesize focus group and public input to establish a vision for the Central Area in the coming decades

#### Milwaukee Avenue Corridor Market Study • Chicago, IL

Conducting a market analysis and developing market materials to attract business development in the Milwaukee Avenue corridor in northwest Chicago

#### Altenheim Line Development Framework Plan • Chicago, IL

Analyzed market conditions and development potential along a proposed linear park on Chicago's West Side that would be a transformational investment in the community

#### Regional Housing Strategy • Dane County, WI

Currently providing technical expertise to develop a county-wide, multi-jurisdiction, multi-stakeholder roadmap for expediting the production and preservation of affordable housing

#### Affordable Housing Needs Assessment • Glen Ellyn, IL

Analyzed existing conditions, demographics and existing housing supply and identified key housing challenges within the village of Glen Ellyn; supported a community engagement process including a steering committee and pop-up events

#### Greenline Transit-Oriented Development Study • Jacksonville, FL

Working as part of a larger master planning team to evaluate market potential, review value capture strategies, and prepare station area plans along a bus rapid transit corridor undergoing major improvements

#### Development Advisory Services • Orland Park, IL

Assisting in the analysis of TIF projections related to the amendment of an existing TIF district and the creation of a new TIF district in downtown Orland Park

#### Village Hall Development Advisory Study • Mundelein, IL

Compiled tax and property comparables and assisted with benchmarking to inform a feasibility assessment of a publicly-owned parcel for the Village of Mundelein



## Stacey Meekins, AICP

Principal +  
National Practice Leader, Complete Streets



Ms. Meekins is a leading expert in multi-modal safety and mobility. She has focused her career on helping communities implement solutions to make their transportation systems more inclusive; establishing safer, more inviting environments that promote and empower walking and bicycling as integral modes of transportation.

### Relevant Experience

#### **Tinley Park Mental Health Center Campus Redevelopment, TINLEY PARK, IL**

Partnering with Farr Associates on a site plan for the redevelopment of a former state-run mental health facility, Sam Schwartz led the transportation analysis and design. At 280 acres, the site is the largest brownfields redevelopment site in the entire Chicagoland area. Situated adjacent to a Metra commuter rail station as well as community hubs including the Tinley Park library, the site had enormous potential. Ms. Meekins led the transportation component of the redevelopment plan, including development of alternative roadway networks, typical cross-sections, and a framework for parking that adapts to the specific land uses and locations of land uses on the site.

#### **Winnetka Comprehensive Plan, WINNETKA, IL**

Sam Schwartz led the parking, transportation and circulation components of the Village's Comprehensive Plan, focused on developing a balance that ensures transportation in Winnetka continues to support economic development and quality of life goals around a walkable, bikeable and transit-oriented character. One of the recommendations coming out of the plan was to conduct a corridor study along Green Bay Road to evaluate ways to make it a more Complete Street. Ms. Meekins served as Principal in Charge of Sam Schwartz's efforts.

#### **2022 Downtown Parking Study, LA GRANGE, IL**

Ms. Meekins served as Principal in Charge of the recent completion of a study for the Village's two vibrant business districts which comprise a parking system of over 3,000 structured, surface, and metered parking spaces. Formulated by robust analysis and stakeholder input, Ms. Meekins oversaw public outreach and quality assurance.

### Years of Experience

18 Years

### Education

**M.S. Urban Planning + Policy**  
University of Illinois at Chicago, 2005

### B.S. Civil Engineering

Northwestern University, 2000

### Professional Experience

2012–Present, Sam Schwartz

2008–2012, T.Y. Lin

2005–2008, Jacobs

2004–2005, Active Transportation Alliance

### Certifications

American Institute of Certified Planners

### Professional Affiliations

American Planning Association

Lambda Alpha International, Ely Chapter

### Presentations

Vision Zero: From Concept to Practice, Vision Zero Symposium, Ontario Traffic Council, 2021; Virtual

Industrial Areas in Transition, American Planning Association National Planning Conference, 2019; San Francisco, CA

Equity in Bikeshare, Panel Moderator, WTS Annual Conference, 2015; Chicago, IL

**Sam  
Schwartz**

# Frances Ritchie

Associate



Ms. Ritchie specializes in transportation planning with a focus on end-to-end solutions for campus and institutional settings. This includes transportation demand management planning; bicycle and pedestrian infrastructure improvements; and institution- and community-specific research and reporting.

Relevant Experience

Village Market Streetscape Improvement Plan, LA GRANGE PARK, IL

Ms. Ritchie is currently working with the Village of La Grange Park, located in the western suburbs of Chicago, to develop a suite of recommendations for the improvement of Village Market and the surrounding area. Village Market serves as the Village’s de facto downtown, and the Village seeks to enhance safety, access and placemaking via densification, public realm improvements, and traffic calming. Ms. Ritchie is acting as the project manager, working with the Village to deliver a suite of actionable projects that the Village can implement in the short, medium and long term, given available funding, staff capacity, and resident priorities.

La Grange Downtown Parking & Mobility Analysis, LA GRANGE, IL

La Grange is a community located in the western suburbs of Chicago (distinct from La Grange Park, above) with a vibrant, walkable downtown that attracts visitors from across nearby communities. Its status as a destination has created the perception that there is a shortage of parking. Ms. Ritchie conducted 1:1 interviews and small focus groups; managed and analyzed a community survey; and contributed research to a draft report outlining recommendations to improve customer and employee experience accessing the downtown.

La Grange Comprehensive Plan, LA GRANGE, IL

Following on from work on a Downtown Parking Analysis (see above), Ms. Ritchie is currently serving as the project manager to develop mobility, access, transportation and sustainability recommendations as part of a Village-wide comprehensive plan. The Sam Schwartz team is responsible for the Transportation and Sustainability recommendations of the Comprehensive Plan, as well as recommendations regarding the Zoning Code as it pertains to transportation and sustainability.

Years of Experience

10 Years

Education

Master of City Planning  
MIT, 2011

MA, Urban & Environmental  
History

SUNY-Albany, 2008

BA, Social & Cultural History

Carnegie Mellon University,  
2005

Professional Affiliations

American Planning Association

Parking Reform Network

Publications

University Trends (contributing  
author)

Cambridge Independent  
(columnist)

Design After Decline  
(contributing researcher)

\*Indicates work preformed for a  
previous employer



# Christopher J. King, PE, SE, F.ASCE

Board Member, Past President, Senior Project Manager

As President of Robinson Engineering, Ltd. from 2000-2022, Mr. King managed daily operations and directed the corporate mission. Mr. King also served as a municipal engineer and project principal and has designed and managed numerous federal aid urban projects, municipal improvements, construction supervision of highways and bridges, and hundreds of infrastructure projects across the Chicago Southland and Northwest Indiana. Mr. King has also managed the company's Engineering, Survey, Field Operations and CADD departments. For decades, he has served as Senior Transportation Engineer for various projects and municipalities in Illinois, as Structural Engineer, performing numerous bridge inspections, designs, and construction administration, as Program Manager for biennial bridge inspections, and as Lead Designer for prominent county highway departments and many local agencies and municipalities. He continues providing professional engineering services on infrastrucute projects.

## Municipal Engineering

### Village Of Tinley Park (1984-Present)

All civil engineering aspects, including planning and implementing efforts to accommodate a population increase of 30,000 residents including master planning for water systems, stormwater management, sanitary trunk distribution, and transportation corridors, development reviews, capital improvement plans, and the design of various infrastructure projects to the magnitude of over \$200,000,000 in improvements

- Design and management of numerous federal aid urban projects, municipal improvements and construction supervision of highways and bridges
- As Structural Engineer, Manager of Bridge Inspections Program since 1987 for the biennial inspection of over 40 local agency bridges
- Federal grant procurement, zoning board and plan commission assistance, review of MWRD and Illinois Environmental Protection Agency (IEPA) permits
- Pavement management program (\$2,000,000 annually), drainage improvements, street lighting, and traffic signal improvements
- Development of construction and bid documents for infrastructure improvement projects & newly developed subdivisions
- FEMA regulatory relief project to remove the burden of \$500,000 per year of flood insurance to the residents of the community
- Quiet Zone Analyses to evaluate the feasibility of establishing new quiet zone for ten crossings

## Project Design & Management

Has served as the Project Manager and Design Engineer for numerous projects that involve the preparation of design plans, construction inspection and oversight, and communications with municipal officials, residents, and contractors. A sampling of projects Mr. King has managed include:

- |                                      |             |
|--------------------------------------|-------------|
| • Belshaw Road Bridge                | Lake County |
| • 177st Street Reconstruction        | Tinley Park |
| • Barret Detention Basin             | Tinley Park |
| • Brementowne Flood Plain Mitigation | Tinley Park |
| • Interstate 80 Master Utility Plan  | Tinley Park |
| • Timbers Edge Overland Flow Routes  | Tinley Park |
| • IL 120 Bypass                      | Volo        |

## Education

Bachelor of Science, Civil Engineering  
(With Honors)  
University of Illinois

Project Management Coursework  
Keller Graduate School of  
Management

## Professional Registration

Registered Professional Engineer  
Illinois, Indiana, Michigan, Arizona

Registered Structural Engineer  
Illinois

## PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers,  
(ASCE) – Fellow (2013-2014),  
Member, Director (2005-2007),  
President (2010),  
Public Agency Peer Review  
Committee  
Committee for Leadership and  
Management

Chicago Southland Economic  
Development Commission (CSEDC),  
Director

Illinois Association for Floodplain and  
Stormwater Management (IAFSM)

Illinois Roads and Transportation  
Builders Association (IRTBA), Member

Infrastructure and Transportation  
Committee (T&I)

## Employment History

Robinson Engineering, Ltd.  
1982-Present





## Van Calombaris, PE

### Director of Operations

As Director of Operations, Mr. Calombaris is responsible for the oversight of the IT and Administrative Departments, the company's Safety Program and is the Dean of Robinson Engineering University which is Robinson Engineering's Training Program. He has vast experience in the field of municipal engineering and has designed and managed improvements for numerous municipalities and private entities. Mr. Calombaris is also the primary engineering consultant to the Villages of Frankfort and Tinley Park. Previously, he was the Vice President for Burke Engineering Corp.

### Municipal Engineering

Experienced Municipal Engineer for numerous communities. Responsibilities span daily engineering consultation and assistance to design and management of major engineering projects.

• Frankfort	2012-Present	• Posen	1999-2003, 2007-2013
• Tinley Park	2019-Present	• Mokena	1995-1997
• Watseka	2012-2021	• Hammond	1995-1998
• Crescent City	2012-2016	• Palos Heights	1995-1997
• Gilman	2012-2016	• Lansing	1995-1998
• Manhattan	2006-2014	• Peotone	1988-1998, 2012-2014
• Lansing	1995-1998	• Merriotte Park	1988-1998

### Project Design and Management

Designer and/or Project Manager for over \$100 Million in local wastewater, stormwater and water infrastructure projects.

• 66 <sup>th</sup> Court Watermain	Tinley Park	\$1,500,000	2022
• Various Watermain Improv.	Frankfort	\$1,400,000	2022
• Various Watermain Improv.	Frankfort	\$1,200,000	2021
• Various Watermain Improv.	Frankfort	\$1,200,000	2020
• North St. Watermain	Watsaka	\$300,000	2017
• Porter Ave. Storm Sewer	Watsaka	\$300,000	2017
• Sanitary Sewer Replacement	Gilman	\$600,000	2014
• Downtown Storm Sewer	Watsaka	\$6,000,000	2013-2014
• Downtown Drainage	Manhattan	\$2,100,000	2013-2014
• Prestwick Watermain	Frankfort	\$325,000	2013
• Well 6 & Radium Removal Plant	Manhattan	\$3,000,000	2010
• Well 8, Elevated Tower & Radium Removal Plant	Manhattan	\$6,000,000	2009

### Transportation Design

Designer and/or Project Manager for more than \$50 Million in local roadway and motor fuel tax (MFT) improvements.

• Frankfort Roadway Program	Frankfort	\$6,400,000	2022
• Tinley Park MFT	Tinley Park	\$3,400,000	2022
• Frankfort Roadway Program	Frankfort	\$3,100,000	2021
• Tinley Park MFT	Tinley Park	\$2,300,000	2021
• Frankfort Roadway Program	Frankfort	\$2,000,000	2020
• Tinley Park MFT	Tinley Park	\$3,400,000	2020
• Frankfort Roadway Program	Frankfort	\$1,600,000	2018
• North St. Reconstruction	Watsaka	\$1,000,000	2017
• Frankfort Roadway Program	Frankfort	\$900,000	2017
• Frankfort Maintenance MFT	Frankfort	\$400,000	2015
• Hamilton Ave. Reconstruction	Watsaka	\$500,000	2015
• Frankfort Maintenance MFT	Frankfort	\$500,000	2014
• Frankfort Maintenance MFT	Frankfort	\$500,000	2013
• Jackson Ave. Reconstruction	Watsaka	\$600,000	2013

### Education

Bachelor of Science, Mechanical Engineering  
Illinois Institute of Technology  
(with high honors)

### Professional Registration

Registered Professional Engineer  
Illinois, Indiana

### Professional Affiliations

American Society of Mechanical Engineers (ASME)

Illinois Society of Professional Engineers (ISPE)

### Employment History

Robinson Engineering, Ltd.  
1987 -1998, 2006-Present

Burke Engineering Corp.  
1998-2006



# Team Experience

At Lakota, we're consistently transforming communities with our visionary work. With a rich history of crafting transformative comprehensive plans, we offer a holistic approach that empowers communities to envision and build vibrant futures.

In our partnership with the United City of Yorkville, IL, we undertook the challenge of updating the 2008 Comprehensive Plan. Adapting to economic shifts, we concentrated growth in existing residential areas, breathing new life into the downtown core. This strategic revitalization extended to infrastructure, transportation, and urban design, setting the stage for sustainable progress.

In collaboration with the City of Louisburg, KS, we introduced the Bright Future Plan—a dynamic blend of physical, economic, and social considerations. Our work with the Village of Libertyville exemplifies our commitment to inclusivity. By engaging stakeholders and residents, we crafted an award-winning Comprehensive Plan that endures prosperity. Amid the challenges of the 2020 Covid-19 pandemic, our partnership with the City of Monticello, IL showcased our adaptability. Virtual platforms became our avenue for success, allowing us to deliver a robust plan encompassing growth, land use, transportation, and sustainability.

Through community-driven visions, we are dedicated to shaping communities that thrive, improving quality of life, creating bustling downtowns, and paving the path for flourishing neighborhoods. As we share our achievements, the Village of Tinley Park can witness a prime example of premier and award-winning comprehensive planning.



# Comprehensive Plan Update

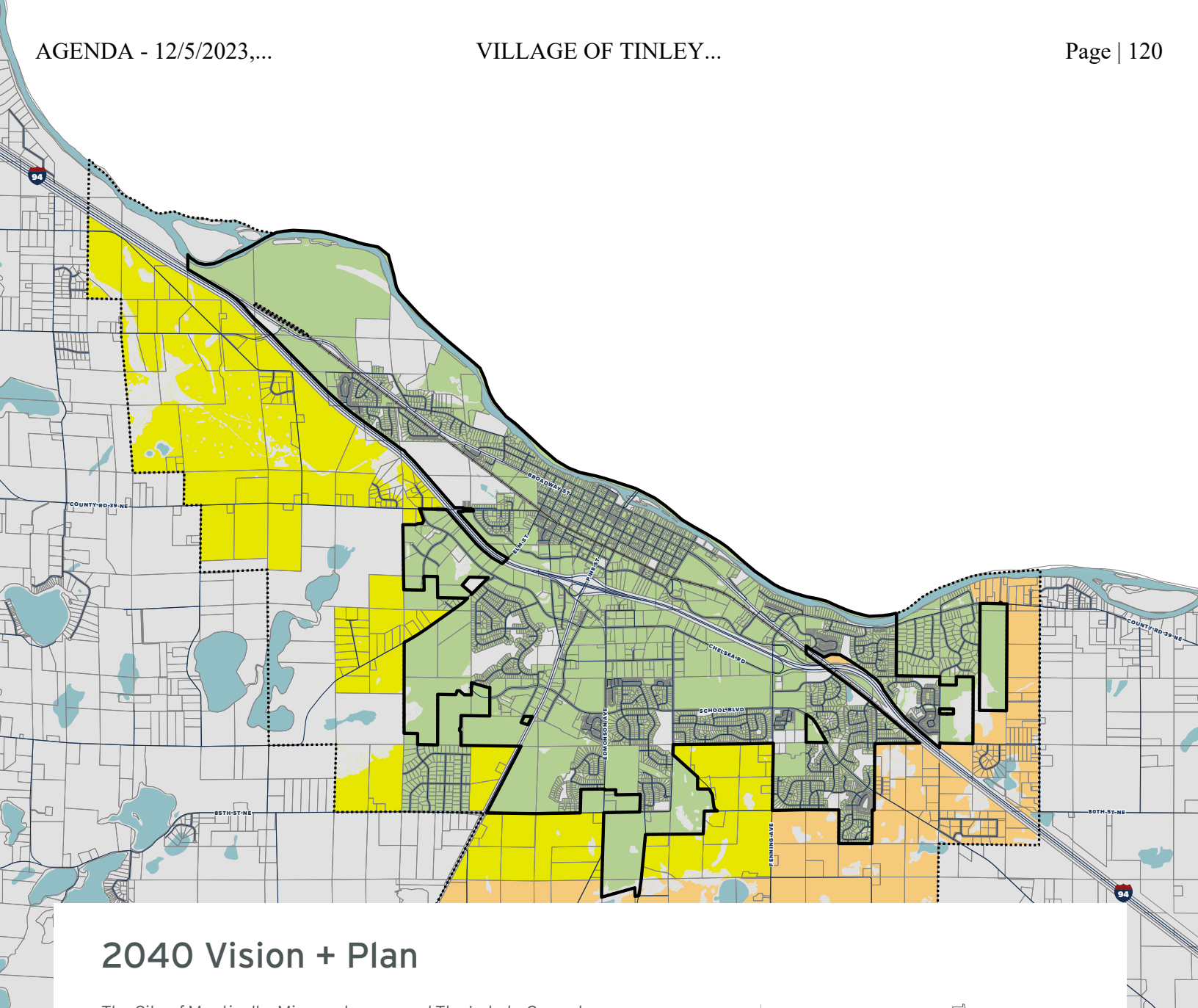
The Village of Libertyville undertook a collaborative planning process with The Lakota Group, Sam Schwartz, SB Friedman, Duncan Associates, community residents and stakeholders to update its Comprehensive Plan. The Plan outlines important policies and strategies related to land use and development, downtown, infrastructure and capital improvements, housing and neighborhoods, open spaces and natural resources, transportation, historic preservation, quality of life, and community sustainability and resiliency. The process for developing the Comprehensive Plan provided a unique opportunity for community residents and stakeholders to participate in the planning process and communicate their ideas regarding Libertyville’s future.

LIBERTYVILLE, IL

STATISTICS  
Start Date: March 2018  
Completed March 2021

REFERENCE  
John Spoden, AICP  
Village of Libertyville  
Director of Community Development  
(847) 918-2028





## 2040 Vision + Plan

The City of Monticello, Minnesota engaged The Lakota Group to prepare an update to its 2008 Comprehensive Plan. The project included a robust community engagement and visioning phase, community workshops and a scenario planning exercise that resulted in a preferred plan and vision for the City. The first phase of the project included three engagement workshops including a scenario planning workshop. The first phase was completed upon adoption of the Preferred Scenario and Community Vision. The second phase included preparation of the plan document and successful engagement during the 2020 Covid-19 pandemic. Because of the project timing, the second phase began just as the first stay-at-home order was issued. The team quickly adapted to an online engagement platform through the project website, surveys, community polling and virtual meetings. The team was able to keep the momentum going and maintain successful review and engagement during the second phase. The plan includes a growth strategy, new land use map and strategy, transportation and economic development strategies, and new policies for design, community health and sustainability, among others. Even with the challenges of the Covid-19 pandemic, the project was completed on schedule.

MONTICELLO, MN 

### STATISTICS

Start Date: August 2019

Completed: November 2020

### REFERENCE

Angela Schumann, AICP, Community Development Director

City of Monticello

(763) 271-3224

[angela.schumann@ci.monticello.mn.us](mailto:angela.schumann@ci.monticello.mn.us)



## Burlington Vision 2040 Comprehensive Plan

The City of Burlington undertook a collaborative planning process with The Lakota Group, community residents, and stakeholders to create the Comprehensive Plan. The Plan outlines important policies and actions for a range of core community aspects including land use and development, the Downtown, housing and neighborhoods, open space and natural resources, transportation, historic preservation, quality of life, infrastructure and capital improvements, and community sustainability and resiliency. A robust community engagement process provided the opportunity for the voices of Burlington residents, business owners, stakeholders, community leaders, and local representatives to shape the Comprehensive Plan. The Plan was approved and will guide decision-makers about where Burlington is today, where it wants to go, and how it intends to get there.

BURLINGTON, WI 

### STATISTICS

Start Date: June 2020

Completed: October 2022

### REFERENCE

Carina Walters

City Administrator

(262) 342-1180

cwalters@burlington-wi.gov





## Winnetka Futures - 2040 Comprehensive Plan

In 2019, the Village of Winnetka initiated the Winnetka Futures 2040 Comprehensive Plan, a collaborative effort to shape the village's trajectory for years ahead. By engaging in discussions with diverse community groups, the plan strikes a balance between preserving Winnetka's cherished traditions and embracing innovation. Meetings with the Plan Commission played a pivotal role in refining each aspect of the plan, ensuring a cohesive vision that addresses economic, environmental, and social considerations. This forward-looking approach, echoing the village's historic adaptability, positions Winnetka to thrive in education, business, and neighborhood life while meeting the challenges of the future head-on.

Drawing inspiration from the legacy of the 1921 Bennett Plan, the Winnetka Futures 2040 Comprehensive Plan stands as a testament to the village's enduring tradition of embracing bold ambitions. It envisions a future where Winnetka continues to thrive as a beacon of excellence in education, a hub of bustling business districts, and a haven of walkable neighborhoods—all while addressing the ever-evolving needs of its residents.

### WINNETKA, IL

#### STATISTICS

Start Date: December 2019

Adopted: December 2022

Paused for 1.5 years during COVID

#### REFERENCE

David Schoon,  
Community Development Director  
Village of Winnetka  
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## Comprehensive Plan Update

Lakota was engaged by the United City of Yorkville (pop:17,742) to help undertake an 18-month process to prepare an update to its 2008 Comprehensive Plan. Yorkville, located 55 miles to the southwest of Chicago in semi-rural Kendall County and along the scenic Fox River Valley, had experienced significant residential and commercial growth during the early to mid-2000s - the community largely doubling in population during that time period. However, since the national economic recession of 2008, residential and commercial development had slowed substantially, and the land use and growth scenarios proposed within the 2008 Comprehensive Plan were unrealistic given current economic conditions. The 2015 Comprehensive Plan Update proposes a new future land use and development framework that largely concentrates growth in existing residential areas, along with strategies that deal with "paper" subdivisions lacking plat and entitlements. In addition, the Plan provides detailed planning strategies for the revitalization of its traditional downtown district along the Fox River, as well as recommendations for parks and open space, infrastructure systems, expanded industrial areas, transportation, and urban design and placemaking.

### YORKVILLE, IL

#### STATISTICS

Start Date: October 2014

Completed: August 2016

#### REFERENCE

Krysti J. Barksdale-Noble, AICP, Director  
of Community

United City of Yorkville

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# WE KNOW TINLEY PARK

## Our Adventures in Your Backyard!

For years, The Lakota Group has played a crucial role in Tinley Park's development journey. From the Downtown Redevelopment and Placemaking Plan to the ongoing creation of Harmony Square, an upcoming dynamic downtown open space, our partnership continues to invigorate the community's core. By prioritizing community values and aspirations, we're turning ideas into reality, fostering a sense of togetherness and progress.









## North Chicago - Plan Comprensivo

This Comprehensive Plan update will establish a forward-looking, 20-year vision for the City. The community-led Plan will provide residents and North Chicago leadership with a roadmap to guide future actions, decisions, and development in the community. Since the last Comprehensive Plan, the world has changed drastically, including our expectations and aspirations. The pandemic changed the ways people live, work, and shop. This Plan will address those changing needs and priorities. Let's create a vision ensuring North Chicago is the best it can be now and into the future, for us and generations to come.



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Esta actualización del Plan Integral establecerá una visión prospectiva de 20 años para la Ciudad. El Plan, dirigido por la comunidad, proporcionará a los residentes y al liderazgo de North Chicago un itinerario para guiar futuras acciones, decisiones y desarrollo en la comunidad. Este Plan abordará esas necesidades y prioridades cambiantes. Creemos una visión que asegure que el norte de Chicago sea lo mejor posible ahora y en el futuro, para nosotros y las generaciones venideras.

### PROJECT TIMELINE

1

Engage & Assess  
Participar y Evaluar

Envision  
Visualizar

2

3

Plan & Implement  
Planificar e implementar



### • NORTH CHICAGO'S VISION

This planning process is an opportunity for our community to come together and shape the future of the City. By working collaboratively and engaging in meaningful dialogue, we can create a Plan that reflects the values and priorities of all North Chicago residents and stakeholders.

Este proceso de planificación es una oportunidad para que nuestra comunidad se una y dé forma al futuro de la Ciudad. Al trabajar en colaboración y participar en un diálogo significativo, podemos crear un Plan que refleje los valores y las prioridades de todos los residentes y partes interesadas de North Chicago.



**NorthChicagoCompPlan.com**  
for more info



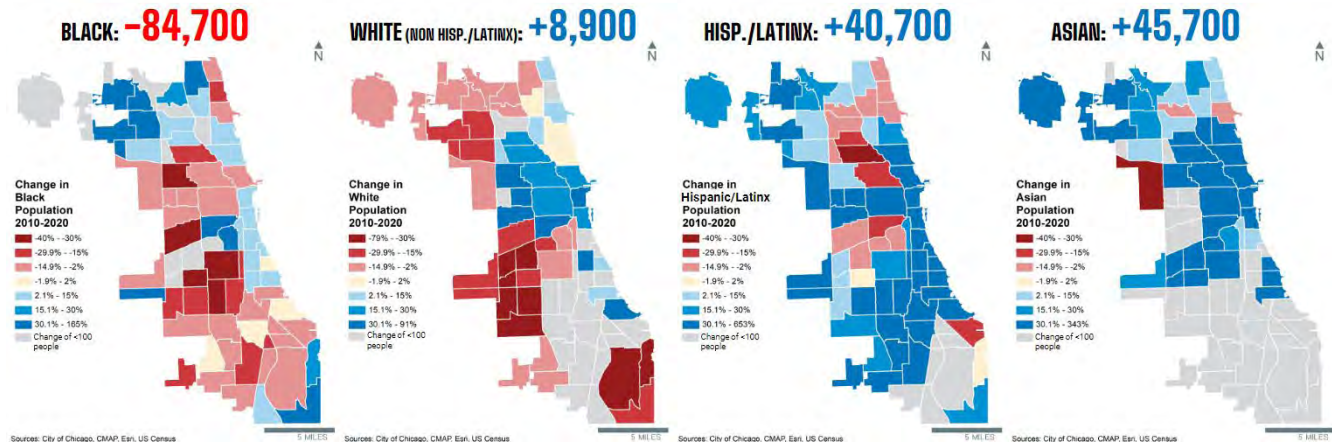
# GET IN ON IT.





## OVERARCHING TRENDS – POPULATION CHANGE 2010-2020

There has been a loss of Black and Brown residents in long-established communities on the South and West sides



## WE WILL CHICAGO CITYWIDE PLAN

### CITY OF CHICAGO DEPARTMENT OF PLANNING AND DEVELOPMENT

**LOCATION**  
Chicago, IL

SB Friedman led the research process for Phase II of We Will Chicago, a historic effort to develop the first citywide comprehensive plan in over 50 years.

As the first citywide plan of its type since 1966, “We Will Chicago” is a three-year citywide planning initiative to encourage neighborhood growth and vibrancy while addressing social and economic inequities that impair Chicago’s legacy as a global city. SB Friedman led a multi-disciplinary team of subject matter experts, communications professionals and documenters to advance policy recommendations for seven quality of life pillars. Senior SB Friedman personnel served as the research leads for the Housing & Neighborhoods and Economic Development Pillars. We conducted a participatory planning process that included seven volunteer teams, community organization representatives, and City and sister agency staff. Our role included:

- » Developing and implementing a Pillar meeting strategy for 14 meetings for each Pillar, which includes developing all content, advancing agendas, and coordinating with the City, facilitators, and other advisors;
- » Managing a consulting team of 12+ subject matter experts and all research, work products, and related efforts required to support the seven Pillars;
- » Developing and implementing a strategy for engaging the Advisory Council, Interagency Council and other key City stakeholders to communicate recommendations from the Pillar teams;
- » Synthesizing policy recommendations for each of the seven Pillars and developing an overall report to inform the final plan document; and
- » Developing accessible and understandable documentation of meeting summaries and report-outs to ensure consistency and transparency of the public process.

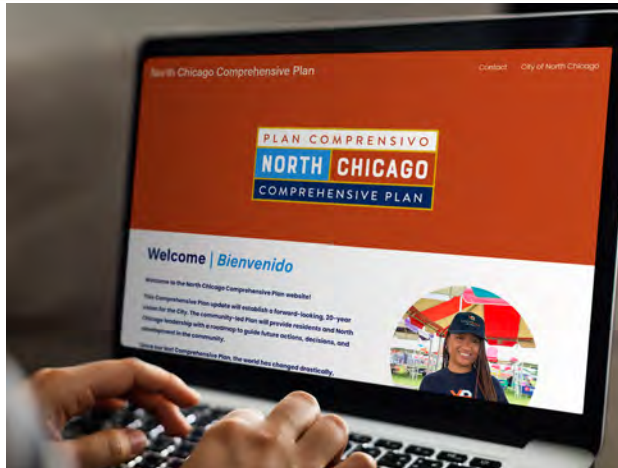
**Results:** The consulting team has completed the Pillar team meetings and developed a set of goals, objectives and draft policies for each Pillar through a participatory process. We Will Chicago was officially adopted by the City in February 2023. View the plan [here](#).

# Engagement & Outreach

A successful approach should serve as a catalyst for meaningful dialogue, aiding in decision-making while fostering enthusiasm and support for the ideas under consideration. It should be an enjoyable endeavor, even if it entails embracing some unpredictability. Beyond mere listening, community meetings possess the potential to reshape conversations altogether. We fully acknowledge that a uniform approach is insufficient in addressing the unique dynamics of each situation. As a result, we present a range of tried-and-tested pathways for engagement, harnessing the involvement of diverse stakeholders as collaborative partners in the process, with the overarching objective of ensuring a comprehensive representation of voices. Our collaborative effort with the Village of Tinley Park will entail creating a tailored engagement strategy that draws from successful past practices, cultivates widespread participation across all sectors, accommodates diverse perspectives, reaches out to hard-to-reach community groups, and aligns harmoniously with Tinley Park's distinctive cultural identity.

The strategies outlined in the subsequent sections focus on a range of outreach possibilities that demonstrate adaptability, fuse tradition with innovation, embrace both predictability and spontaneity, bridge in-person and digital realms, and seamlessly navigate the formal and informal worlds. Our inspiration stems from the diverse cities and clients we've partnered with, igniting our passion to pioneer fresh approaches to engagement. Drawing from our experience with a comprehensive array of tools, we will tailor the most fitting approach to suit the Tinley community.





## PROJECT BRAND & WEBSITE

We're all about creating project brands and websites that capture the essence of what the planning process is about. What's the goal? Delivering an accessible process under a cohesive brand and marketing approach that makes the whole journey smooth and fun to be a part of. This platform will serve as the project's clearinghouse of information, where we cultivate inspiration, disseminate information, promote engagement opportunities, capture survey results, and broadcast general announcements. Social media and marketing collateral, designed as expansions of the project brand, will be developed by our graphic team to promote all engagement opportunities.

## VIRTUAL & DIGITAL TOOLS

We're constantly seeking out technologies that expand our outreach and intensify our online presence. Virtual workshops, social media platforms, and interactive forums have transformed how people connect and voice their opinions. An intensive online presence not only ensures that information reaches a wider audience but also enables real-time engagement, allowing participants to join discussions, provide feedback, and actively contribute to the conversation.

## VIDEO CONTENT

Through carefully crafted videos, we share the project's progress, transforming complex information into easily digestible content. We use video content to increase engagement and build enthusiasm for the planning process. Visual storytelling increases public understanding, making information more relatable and captivating. By visually showcasing key strategies, milestones, and insights, we create a compelling narrative that resonates with a wide audience.

## OPEN HOUSES

Such gatherings are vibrant and enjoyable community events that go beyond the dissemination of facts - they are highly interactive and become platforms for celebration, dialogue, and the advancement of the planning process. Imagine a scenario where attending a public meeting isn't just a checkbox on a to-do list, but an eagerly anticipated event. By infusing an element of enjoyment and engagement, public meetings evolve into occasions that resonate with the community. We're not just sharing data; we're transforming the dialogue and crafting an experience that leaves a positive imprint on attendees.





### POP-UP WORKSHOPS

Beyond the scope of conventional community workshops, we're all about taking the planning process to where the heart of the city beats. Working with the village of Tinley Park, we will study the events calendar for a diverse group of engagements, from Farmers Markets, Music in the Plaza, Art and Garden Market to events at schools, churches, and even setting up a booth at a local grocery store. By converging with these local events, we break free from the constraints of traditional meeting spaces and venture into the heart of the community. We meet people where they're already gathered, tapping into the comfort and familiarity of their surroundings.

### WALKSHOPS / BIKE TOURS

Introducing vibrant and community-driven experiences that take engagement to new heights. We'll stroll or cycle through the village, stopping at key sites to discuss issues and opportunities, and scenario planning. It's dynamic dialogue, making urban exploration a catalyst for shaping Tinley's future. These experiences create connections between spaces and conversations, turning ideas into actions.

### COMMUNITY BARBEQUES

An occasion that goes beyond just grilling and gathering. We'll work with the village and local vendors to create a vibrant scene where residents come together in a relaxed and inviting atmosphere. Typically, a local restaurant or the village would sponsor the event. It's a space where we discuss goals, strategies, and action steps to make the village-wide vision a reality. Here, over sizzling grills, we foster vibrant conversations that shape our shared future.

### LAKOTA ON THE STREET

Inspired by the infectious energy of "Billy on the Street," we introduce "Lakota on the Street" - an interactive engagement tool that brings spontaneity to community connection. We set up with a video camera rolling and a microphone in hand. We catch people as they're off to brunch, shopping, or strolling downtown, surprising them with quick, thought-provoking questions. It's the unexpected, spirited interaction that adds a vibrant touch to Saturdays and Sundays, making engagement dynamic and memorable. This on-the-spot exchange isn't just about answers; it's about capturing candid perspectives.





### **DYNAMIC URBANISM**

In today's fast-paced world, waiting for long-term plans to materialize can be frustrating. Through urban prototyping, we bring ideas to life immediately, fostering innovation while planning unfolds. This process empowers us to test concepts. It's not just about quick wins - it's about sparking conversations, igniting creativity, and giving life to the city's future. It's about reimagining spaces and activating underutilized areas. From parklets to pop-up exhibits to pavement-to-parks transformations, these experiments allow us to initiate change.

### **STEERING COMMITTEE**

A Steering Committee or Advisory Group will be established to guide the vision and planning process. The Committee would typically consist of a variety of community representatives including property/business owners, institutional and industry leaders, and community residents to provide an opportunity for public guidance and feedback. In many cases, the Plan Commission takes up this role and guides the process to completion. We will meet with this committee throughout the process to discuss key issues and review draft plan documents.

### **FOCUS GROUPS**

In key subject areas, we find that targeted one-on-one or small group interviews and focus groups are the most effective way to explore topics in more depth. Our team will work with the village to determine which key organizations, commissions, and personnel will most logically be approached with this method.

### **EXPERT PANEL**

Think of a panel where we gather thought leaders to participate in a moderated discussion on topics central to Tinley Park's future, such as affordable housing or economic development. The panel moderator poses incisive questions and guides the conversation to bring forward the most relevant ideas. When opposing ideas may emerge, it often means we're getting to core issues and it presents an opportunity to engage more deeply. Audience members can step up to a microphone to ask their own questions of the panel, providing a 360-degree format for the free exchange of ideas.

### **COMMUNITY OPEN MIC**

Voices take center stage and stories find a vibrant audience. This is where the spotlight isn't just on performers, but on every community member with thoughts, ideas, and experiences to share. It's a platform that amplifies individual voices, giving them the space to speak their mind. The Community Open Mic isn't just about speaking; it's also about listening. It's about realizing that each voice matters, and that every story contributes to the collective narrative. It's a space where personal experiences intersect with shared aspirations. This tool can be integrated into other engagement events.

# **& MORE**



# Approach & Scope

Our planning approach to prepare Tinley Park's Comprehensive Plan is comprised of three phases, each with its key tasks and community engagement elements. We can tailor and customize the approach based on your community needs and circumstances. Our specific experience and past planning projects have utilized this general process with great success.

To go beyond basic land use thinking and assist the community in visualizing its physical development potential, we will prepare scenario plans and design studies of critical subareas, including the Former Mental Health Facility site, the Amphitheater Area site, and other subareas that may be further discussed during the assessment. Lakota is known for its "Min-Mid-Max" approach to development planning, which involves presenting multiple concepts for subareas or key sites to help community leaders, residents, and other stakeholders visualize the physical scale, character, and context of new development.

The Phase 1 findings and Phase 2 concept plans will be presented at multiple community events and meetings to gain input and refine the planning vision, goals and policies. We will generate additional strategies and solutions for enhancing the village and its subareas, and key corridors. The summary of findings and development concepts will be further refined and create the foundation for the Comprehensive Plan. The ideas, concepts, and strategies must be sensitive to the multiple needs of the community and responsive to its land use, environmental, physical and market constraints and overall revitalization potential. The new Comprehensive Plan will serve as the primary tool for the community and decision makers moving forward.



# PHASE 1

## ENGAGE & ASSESS

September 2023 - April 2024

The focus of Phase 1 is to establish a dynamic community planning process that involves a wide range of community stakeholders, committees, and public agency representatives, and to create a comprehensive information base and analysis maps to facilitate discussion and understanding of existing conditions. During this phase, we will develop an existing conditions report and diagnostic report to define how findings will inform planning goals and strategies. This initial phase will include robust community engagement opportunities, including open houses, pop-up events, and more.

### TASK 1.1: Kick-Off & Tour

We will initiate the process by holding a Kick-Off meeting with village staff and elected officials. The purpose of this meeting is to introduce the planning team and discuss the overarching goals and objectives of the comprehensive planning initiative. Additionally, we will outline the scope of work, project schedule, and highlight relevant past and ongoing plans and projects. As part of this Kick-Off, we will guide the village through our engagement options to determine the most effective approach for Tinley Park, drawing from successful strategies employed previously. As part of that, we will discuss the demographics of the various target audiences we intend to engage with.

On the same day as the Kick-Off, we will have village staff guide us on a driving tour of Tinley Park. This exercise will enable us to identify and document pertinent land-use, urban design, and infrastructure considerations and limitations. Throughout the process, our team will continue to conduct additional driving and walking tours as necessary to gain a comprehensive understanding of the area.

Following the Kick-Off meeting, we will refine the work plan and schedule based on the valuable input received. This will involve creating a more detailed calendar of meeting dates and outlining the expected work products. Concurrently, we will develop a community engagement program to ensure active participation throughout the process.

### TASK 1.2: Community Engagement

Drawing from the techniques described in **Engagement and Outreach**, we will create a community engagement plan that describes the engagement activities planned for the project. This plan will be flexible and can change throughout the process but will provide a guide to establish shared expectations. The engagement plan will provide a description and schedule of all activities including meetings with the Steering Committee.

### TASK 1.3: Tinley Park Conversations

We will host a high-level visioning session with the Steering Committee, which will also be extended to the broader Tinley Park community through a village-wide public meeting called “Tinley Park Conversations.” The insights we gather from these conversations will form a foundation of knowledge for the analysis that follows. This event will feature interactive elements like a visioning booth, community open mic, expert panel, along with other tools, all aimed at capturing the village’s aspirations. Through this gathering, we aim to grasp the community’s priorities and main concerns, which will play a central role in shaping the project brand and overall Comprehensive Plan.

“*Tinley Park's leadership is dedicated to reinvesting in this vibrant community, enhancing its quality even further. This is demonstrated through initiatives focused on improved placemaking, economic development, and TOD.*”

THE LAKOTA TEAM

#### **TASK 1.4: Project Brand & Website**

We are well versed in developing a unique Tinley Park Comprehensive Plan logo and a dedicated website for the project. This is all about making sure the community can easily get involved and encourages more people to take part. The logo and branding will set this process apart from other planning activities and give it a distinct identity. Using this online platform, we'll keep everyone informed about the process and generate excitement within the community, motivating them to contribute their ideas.

#### **TASK 1.5: Information Gathering**

A data request will be issued to staff outlining the data and materials needed for this effort, including GIS data and shapefiles, aerials, and any additional 2D or 3D information available. Subsequently, we will review existing relevant documents, including documents related to prior and ongoing planning initiatives as referenced in the RFP. This will entail recent operational and capital budgets, as well as demographic, market, and employment trends, among other pertinent factors.

#### **TASK 1.6: Field Work & Land Use Inventory**

Field investigations will be conducted in all areas of the village to assess existing conditions, land use characteristics, and help determine planning opportunities and constraints. We will review all previous land use inventories prepared for the village and field verify uses. As part of our field work, we will visit opportunity sites referenced in the RFP and additional key locations defined in previous conversations with the Steering Committee and the "Tinley Park Conversations" event.

#### **TASK 1.7: Mapping & GIS Analysis**

We will develop maps that tell stories, including land use, zoning, opportunity sites, parks and open space, level of service, traffic volumes, and other existing condition maps, as needed. The Team will work with the village and other agencies to supplement our data with other materials for use in developing exhibit maps for the State of the Village and Final Comprehensive Plan reports. Maps and exhibits will be refined during the planning process as additional data and information is gathered.

In addition to all relevant plans, studies, land use regulatory codes, and ordinances will be reviewed. A summary of base data and relevant recommendations will be compiled to be later incorporated into the State of the Village analysis.

#### **TASK 1.8: Stakeholder Interviews & Listening Sessions**

We will conduct interviews with local leaders, village staff, institutional and industrial leaders, key stakeholders, agency representatives, and property and business owners to discuss village issues and gain insight into key topics. Stakeholders will also include the School Districts, Park Districts, and other interested commissions and groups. It will be critically important to ensure all sectors of the population are represented in this process, and additional outreach will be conducted to reach various groups. The purpose of the interviews and sessions is to gain a thorough understanding of how the village and residents feel about growth and development and other factors that contribute to quality of life and economic development. It is anticipated that stakeholder interview sessions will include six to ten one-hour small group interviews over the course of two days. We are able to do additional virtual meetings, as needed.

#### **TASK 1.9: Community Open House & Speak-Out**

We are planning to host our second Community Open House, where we will present our initial findings and encourage community participation through interactive activities. This event is intended to reintroduce the planning process to the Tinley Park community and provide a casual platform for discussing the village's planning challenges and opportunities in a "Speak-Out" format.

During the open house, we will set up interactive planning issue booths, distribute written questionnaires, facilitate visioning exercises, showcase a visual preference survey exhibit, conduct "piggy bank" voting, offer mapping stations, and more. These elements are strategically designed to collect community feedback on the village's planning concerns and possible strategies and solutions. While the format will be informal and open-ended to make it easy for residents to participate, our team will also deliver a brief presentation to share information and findings.

To ensure broader accessibility, we will make an online version of these interactive exercises available on the project website, providing additional opportunities for community input.

In preparation for the Community Open House & Speak-Out, we will be creating marketing materials including posters, press releases, and social media posts to raise awareness about the event. We will also send email invitations to local stakeholders. Collaboration with the marketing team will be essential for effective outreach, although the responsibility for promotions will lie with the village.



### **TASK 1.10: State of the Village Report**

We will compile a comprehensive State of the Village Report that encompasses a synthesis of the community engagement feedback, as well as an in-depth analysis of various factors. These factors will include demographics, land use patterns, zoning regulations, physical conditions, opportunities for neighborhood revitalization, transportation infrastructure, natural resource considerations, and development prospects.

This report will serve as a culmination of our efforts, presenting a holistic overview of the village's current situation and potential pathways for future growth. The State of the Village Report will be thoughtfully prepared and will include a diagnostics report that outlines how the findings of this initial phase will shape the drafting of the comprehensive plan.

Upon its completion, the report will undergo a thorough review by the Steering Committee to ensure its accuracy and alignment with the village's current conditions and potential goals. Subsequently, we will update the project website to feature a downloadable version of the State of the Village Report. This online resource will enable easy access for all stakeholders and interested parties, facilitating transparency, and understanding of the findings and recommendations presented in the report.

#### **Land Use, Zoning, and Development Analysis**

Analyze existing land use, zoning, physical conditions, land ownership patterns, streetscape and rights-of-way, building fabric, urban design, floodplain and watershed, and road networks to establish a baseline of information for proposing planning strategies. Based on the analysis, the Team will develop a drawing/exhibit that places Tinley Park within its larger regional context and highlights land-use, boundary, and jurisdictional relationships on a large scale.

#### **Demographics and Market/Economic Analysis**

This will analyze the demographic profile of Tinley Park residents and its regional context to include population trends by household type, size, and profile, assessment by household income and consumer preference, employment within the region and overall trends, as well as commuter trends by demographic group. We will assess how consumer and commuter behaviors have

changed as a result of the pandemic and how these changes will affect economic development. We will integrate the information gathered from stakeholder interviews as well as firsthand experience of village departments.

### **Housing Assessment**

We understand that Tinley Park offers a variety of housing options catering to different preferences and needs. The village provides a range of housing typologies, including single-family homes, townhouses, and condominiums, each reflecting various architectural styles that contribute to the area's diversity. As the village continues to evolve, it's important to assess future housing needs to ensure a balanced and sustainable housing market that accommodates a diverse population and changing preferences. We will assess Tinley Park's existing housing stock, occupancy, and trends, including how the inventory is meeting a changing market. We will compare local housing profiles and trends to nearby communities and assess how demand characteristics are changing as a result of demographic shifts within the village, how these shifts are affected by larger population trends (such as aging), and how work-from-home trends are influencing housing. Additional information from local housing group, agencies and other sources will be used to enrich the housing assessment.

### **Retail and Commercial Assessment**

The village's retail landscape encompasses a diverse range of businesses, from local boutiques to well-established chain stores, creating a vibrant shopping scene that reflects the community's character. We will analyze this inventory and describe the village in the context of the current retail environment. Brick-and-mortar retail has changed dramatically in recent years as a result of online and omnichannel sales. This has put a particular pinch on small businesses, and it has changed the demand outlook for commercial space throughout the sector. We will assess how these trends will affect the commercial environment going forward and Tinley Park's best opportunities for future commercial development. Anticipating evolving consumer preferences, demographic shifts, and economic trends will ensure that Tinley Park's retail and commercial

spaces remain dynamic and responsive to the needs of both residents and visitors, while preserving the village's distinctive identity.

### **Industrial Assessment**

The village showcases a diverse and evolving industrial sector that reflects the village's adaptability and growth. The industrial landscape encompasses a range of businesses, from manufacturing to technology, contributing to the local economy and providing employment opportunities. As industries worldwide undergo transformative changes driven by technological advancements and sustainable practices, Tinley Park remains positioned to embrace these shifts. By strategically aligning with emerging industrial trends, such as automation and eco-friendly practices, the village can foster innovation and economic resilience. Furthermore, the evolution of the industrial sector presents an opportunity to emphasize the importance of a balanced and sustainable local economy. We will assess the industrial economy in Tinley Park and consider emerging trends and future scenarios.

### **Transportation Assessment**

Tinley Park benefits from a well-rounded transportation landscape that caters to diverse needs. The village offers convenient access to major highways such as Interstate 80 and Interstate 57, facilitating seamless travel within the Chicago metropolitan area. Additionally, the presence of a Metra commuter rail station provides a direct link to downtown Chicago, enhancing connectivity for both commuters and leisure travelers. As the world of transportation evolves with a growing emphasis on sustainability and healthy living, Tinley Park is well-poised to align with these trends. Sam Schwartz will assess rail, road, and trail connectivity and transportation capacity and connectivity, including future transportation projects and how they may influence land use, current and future transit service, significant roadway corridors and how they influence land use, safer bicycle and pedestrian facilities, current and desired complete streets policy to make streets viable places for all users including bicyclists, pedestrian and transit users. By continually evaluating and adapting its transportation infrastructure to changing needs



and technological advancements, Tinley Park can promote wellness, reduce environmental impact, and enhance the overall quality of life for its residents.

### **Park & Open Space Assessment**

Tinley Park is served by three park districts, resulting in a rich tapestry of parks and open spaces that underscore the village's commitment to quality of life and community well-being. These green havens offer recreational opportunities, tranquility, and a connection to nature, contributing to the town's unique charm. By continuing to prioritize and expand its parks and open spaces, the village can provide a sanctuary for residents to unwind, engage in physical activities, and foster a sense of community. We will assess park and recreation level of service as it relates to acreage, amenity, and most importantly distribution. By envisioning future development with a strong emphasis on preserving these natural treasures, the village ensures that generations to come can enjoy the benefits of nature amid an evolving landscape.

### **Infrastructure and Opportunity Sites**

Robinson Engineering will provide infrastructure and stormwater management assessments, especially as they relate to community resiliency and emergency preparedness, and to determine how infrastructure planning may influence growth. They will also assess opportunity sites as outlined in the RFP or highlighted during initial Steering Committee conversations.

### **TASK 1.11: Steering Committee Meeting**

We will conduct meetings with village staff and the Steering Committee to review the State of the Village Report and to discuss revisions and the final version of the report. The Lakota Team will revise the existing conditions report to reflect comments and edits provided by Village leadership.



## PHASE 2

### ENVISION

**April 2024 - October 2024**

During this phase, the Lakota team, together with village leaders and stakeholders will generate a land use strategy and a range of comprehensive planning ideas and concepts through visioning sessions and workshops. From this idea exchange, a series of planning principles and options will evolve that address community planning issues, housing, economic development, downtown and neighborhood improvements, natural resources and open space, thoroughfares and mobility. The integration of these planning topics in a comprehensive plan creates a holistic approach to community development, fostering a well-balanced, sustainable, and vibrant future for the area. It aligns various aspects of planning to work in harmony, promoting efficient land use, enhancing quality of life, and achieving the community's long-term goals.

#### **TASK 2.1: Policy Objectives & Alternative Scenarios**

Based on the engagement and analysis in Phase 1, we will start defining policy objectives that the Village of Tinley Park would support: transportation and connectivity; mixed land use; compact form; sustainable design; preservation of neighborhood character; expanded employment opportunities for local residents; infrastructure development needs. Such policy objectives would guide the development of goals in later tasks of this planning process.

Alternative Scenarios focus on a set of plausible growth scenarios based on historic and projected growth trends. These scenarios would primarily focus on demographic shifts and population growth, showing how those variables would guide housing, transportation, parks and open space, retail, and other core comprehensive planning pillars. The growth and development scenarios will become integral to the Land Use Plan chapter of the Comprehensive Plan, and their reference will extend to Sub-Area or opportunity sites conceptual plans.

#### **TASK 2.2: Steering Committee Meeting**

We will conduct a working session with the Steering Committee to discuss the policy objectives and alternative scenarios. This end result of this working session will define the framework for goals and strategy development based on a preferred long-term vision for Tinley Park.

#### **TASK 2.3: Draft Land Use Strategy**

The Land Use Strategy and Future Land Use Map will aim to define the character, or characters, of the Tinley Park community. To better illustrate the proposed character, we will develop conceptual site plans for opportunity sites or Sub-Areas. Growth scenarios, jurisdictional considerations, future mobility networks, neighborhoods and housing, commercial/employment districts, community facilities and institutions, parks and recreation areas, urban design planning, open space and environmental planning, and sustainability and climate action planning, will be taken into account as part of defining the Land Use Strategy.

#### **TASK 2.4: Steering Committee Meeting**

We will hold a meeting with the Steering Committee and village staff, and others as necessary to review the Draft Scenario Plans and Draft Land Use Strategy. During this meeting, we will introduce the key principles for each comprehensive planning topic, which will serve as the basis for developing goals, strategies, and action steps.

#### **TASK 2.5: Community Open House & Pop-Ups**

We will conduct a set of Community Open House and Pop-ups to ensure a comprehensive outreach using methods and tactics outlined in the Engagement and Outreach menu. During those meetings, we will provide a short presentation of overall goals and work with the community to develop strategies and action steps to bring these goals to fruition. We will also include topic



and issue stations for participants to provide input on specific scenarios and land use strategies. Topic and issue stations will include Urban Design, Open Space & Natural Resource Planning, and Sustainability Initiatives, Transportation, among others. In addition to interactive visioning exercises, this workshop will incorporate case studies of comparable communities. These case studies will highlight actions taken by cities of similar population profiles at both regional and national levels to tackle specific challenges and drive policy innovations and transformations. Systems thinking, elaborated on in the following task, will be introduced in this workshop.

### **TASK 2.6: Systems Thinking**

The concept of a livable and holistic Tinley Park serves as a foundation for comprehensive plan integration through a multidimensional approach to critical topics, such as economic vitality, housing diversity, transportation options, open space distribution, sustainability measures, and climate action, and more. Systems Thinking recognizes the intricate relationships and dependencies between different planning topics and emphasizes the need to consider how changes in one area can impact other interconnected components of a community. For instance, altering transportation patterns can influence land use decisions, which in turn impacts housing demand and economic activity.

Based on the predefined policy objectives, and through leveraging the village's ongoing initiatives and frameworks, we will collaborate closely to establish tailored goals, benchmarks, and metrics. Working sessions with the Steering Committee and the Tinley Park community will identify interconnections and discuss what critical areas will require attention when it comes to Systems Thinking.

### **TASK 2.7: Shared Vision, Goals, and Strategies | Steering Committee Working Sessions**

After review and input through the Steering Committee, stakeholders, and residents on the draft goals, a shared community vision, and subsequent goals and strategies will be drafted. This Plan will define the preferred Land Use Strategy and overall policy framework for the comprehensive plan. Although these goals and strategies will be devised using a thematic approach, the concept of systems thinking will remain integral.

### **TASK 2.8: Community Goals and Strategies | Final**

Utilizing the feedback received, we will proceed to create definitive sub-chapters of goals and strategies for each topic and planning subject area. This framework document encapsulates the essence of Phase 2: Envision in the planning process. It will be made available on the comprehensive plan website as a downloadable version, facilitating community feedback.



## PHASE 3

### PLAN & IMPLEMENT

October 2024 - September 2025

In Phase 3, we will start crafting actionable recommendations to support the goals and strategies previously developed. During this phase, the Lakota team, together with village leaders and stakeholders will finalize the overall community vision and develop preferred development strategies and concepts. To ensure longevity of the plan, we will create an accountability framework that identifies performance metrics and assign departments to each action, as well as identify local partners for collaborative initiatives. Implementation will be secured through a phasing approach and recommendations roadmap.

#### **TASK 3.1: Community Open House**

We will conduct comprehensive outreach across Tinley Park to workshop actionable recommendations and solicit overall feedback. Community members will weigh in on the list of goals and strategies and will take part in the decision-making process by brainstorming action steps to help bring ideas to fruition. Based upon feedback received during the outreach process, we will work closely with the village and others as appropriate to iteratively refine the actionable recommendations.

#### **TASK 3.2: Comprehensive Plan - Subsections**

We will develop a set of actionable recommendations based on ideas provided by the community and feedback gathered through conversations with village staff. This document will be structured into distinct subsections, each centered around a specific topic. Collaborative working sessions will be arranged with the steering committee and other invested stakeholders to deliberate on each set of goals and strategies in a progressive manner. Meanwhile, the village staff, in coordination with the planning team, will refine individual chapters, while the steering committee concurrently reviews successive chapters and topics.

#### **TASK 3.3: Series of Steering Committee Working Sessions**

Anticipating a series of six steering committee working sessions, we aim to address all comprehensive planning process topics comprehensively. Our focus will generally be on discussing one topic per session, though in cases of availability, the team may suggest addressing a

maximum of two topics concurrently. These sessions will primarily focus on refining actionable recommendations and evaluating their priority. This evaluation includes assessing potential trade-offs, estimating the resources needed to advance specific strategies, and establishing implementation timeframes.

#### **TASK 3.4: Comprehensive Plan - Draft**

Once consensus on both the shared vision plan and actionable recommendations is achieved, we will create the draft plan report. After vetting the report with village staff and Steering Committee, the report will be distributed to the community for review and posted to the project website, with opportunities to comment online. We will work with the village to determine the desire for a web-based plan to supplement the hard-copy format for final documentation. We believe that plans should be highly accessible and graphic. We often supplement technical documentation with creative solutions such as graphic maps, brochures, or web material.

The initial draft of the comprehensive plan will include responsible parties for implementation, timeframes and an implementation roadmap, as well as levels of priority at the strategy level.

#### **TASK 3.5: Comprehensive Plan - Final**

After the completion of the Draft Plan, we will refine and develop additional compelling graphics and diagrams that convey the vision, ideas, and proposed strategies of the plan in both 2D and 3D formats. Illustrative drawings, eye level perspectives, and aerial



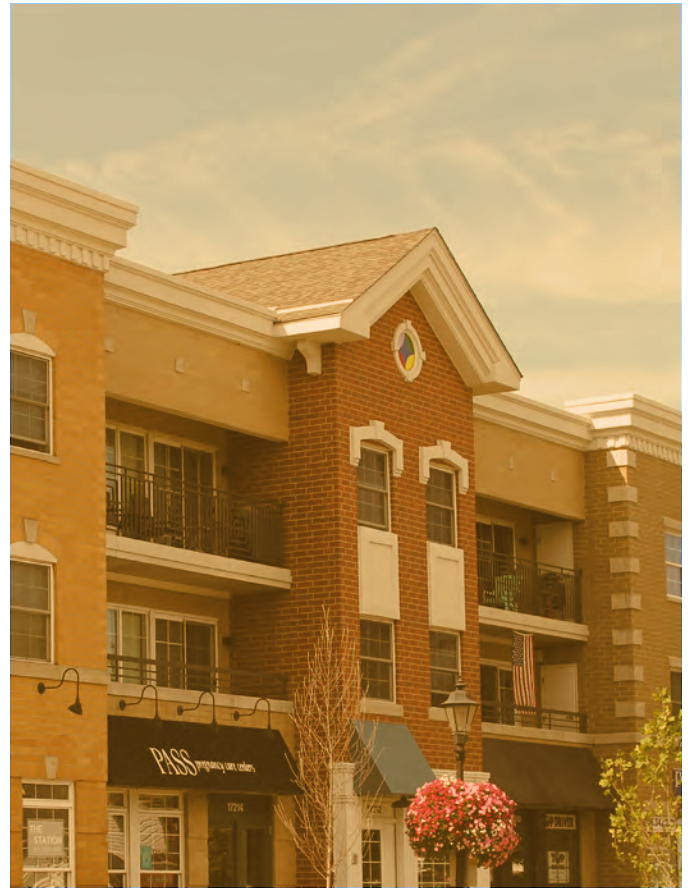
renderings combined with key diagrams and detailed narrative will help convey the message of the plan to the village and its constituents. These deliverables will be made available to the broader community and will serve as a guiding document for the future development of Tinley Park.

### **TASK 3.6: Amplify Plan Awareness**

As part of the development of the final plan, our internal team of designers will develop one or two pilot project(s) that engage and inspire the broader community and garner support for the adoption of the plan. Large posters, GIFs, or accessible QR codes directing the community to the final plan focus areas will also be offered to create enthusiasm and excitement and showcase the breadth of the planning effort.

### **TASK 3.7: Approvals**

We will work closely with village staff on the approvals process.



**PROPOSED BUDGET**

Tinley Park Comprehensive Plan August 24, 2023	The Lakota Group				SB Friedman		Sam Schwartz		Robinson Eng.	
	Staff Hours				Staff Hours		Staff Hours		Staff Hours	
Work Scope/Phases/Tasks/Hours/Fees	A	B	C	D	A	B	A	B	A	B
<b>Engage &amp; Assess</b>										
TASK 1.1: Kick-Off & Tour	4	4	4	4	4	4	4	4	4	4
TASK 1.2: Community Engagement Plan			2	6						
TASK 1.3: Tinley Park Conversations	2	2	2	2	2	2	2	2	2	2
TASK 1.4: Project Brand & Website			2	4						
TASK 1.5: Information Gathering		1		1		1		1		
TASK 1.6: Field Work & Land Use Inventory	2	2	2	6	2	2	2	2		
TASK 1.7: Mapping & GIS Analysis		2	4	12	2	6	2	6		4
TASK 1.8: Stakeholder Interviews	12	24	24	24	12	12	12	12		2
TASK 1.9: Existing Conditions Assessment	2	10	10	30	15	30	10	30	2	2
TASK 1.10: Community Open House	2	4	6	6	2	2	2	2		2
TASK 1.11: State of the Village Report	2	4	8	16	4	8	4	8		2
TASK 1.12: Steering Committee Mtg	2	2	2	2	2	2	2	2		2
Subtotal Phase 1 Hours	28	55	66	113	45	69	40	69	8	20
Subtotal Phase 1 Fees	\$9,660	\$12,650	\$13,530	\$16,950	\$14,625	\$13,455	\$9,600	\$9,660	\$2,400	\$5,000
<b>Total Phase 1 Fee: \$107,530</b>	<b>\$52,790</b>				<b>\$28,080</b>		<b>\$19,260</b>		<b>\$7,400</b>	

<b>Envision</b>										
TASK 2.1: Policy Objectives & Scenarios	1	14	14	26	14	26	12	14	1	6
TASK 2.2: Steering Committee Mtg	2	2	2	2	2	2	2	2		2
TASK 2.3: Draft Land Use Strategy		2	4	6						
TASK 2.4: Steering Committee Mtg	2	2	2	2	2	2	2	2		2
TASK 2.5: Community Open House	2	4	6	6	2	2	2	2		2
TASK 2.6: Systems Thinking	2	2	2	2	2	2	2	2		2
TASK 2.7: Shared Vision	1	4	6	8	2	4	2	4		2
TASK 2.8: Community Goals & Strategies	2	4	12	16	2	6	2	4		2
Subtotal Phase 2 Hours	12	34	48	68	26	44	24	30	1	18
Subtotal Phase 2 Fees	\$4,140	\$7,820	\$9,840	\$10,200	\$8,450	\$8,580	\$5,760	\$4,200	\$300	\$4,500
<b>Total Phase 2 Fee: \$63,790</b>	<b>\$32,000</b>				<b>\$17,030</b>		<b>\$9,960</b>		<b>\$4,800</b>	

<b>Plan &amp; Implement</b>										
TASK 3.1: Community Open House	2	4	6	6	2	2	2	2		2
TASK 3.2: Comprehensive Plan Subsections	2	6	12	36	4	8	4	6		2
TASK 3.3: Steering Committee Working Sessions	12	12	12	12	12	12	6	6		2
TASK 3.4: Comprehensive Plan - Draft	2	2	6	16	2	4	2	4	1	2
TASK 3.5: Comprehensive Plan - Final	2	6	12	24	2	4	2	4	1	2
TASK 3.6: Amplify Plan Awareness		2	4	4						
TASK 3.7: Approvals	2	2	2	2	2	2	2	2		2
Subtotal Phase 3 Hours	22	34	54	100	24	32	18	24	2	12
Subtotal Phase 3 Fees	\$7,590	\$7,820	\$11,070	\$15,000	\$7,800	\$6,240	\$4,320	\$3,360	\$600	\$3,000
<b>Total Phase 3 Fee: \$66,800</b>	<b>\$41,480</b>				<b>\$14,040</b>		<b>\$7,680</b>		<b>\$3,600</b>	

<b>Fee By Firm</b>	<b>\$126,270</b>	<b>\$59,150</b>	<b>\$36,900</b>	<b>\$15,800</b>
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Project Fee Total =	\$238,120	A. Principal	\$345	A. Partner	\$325	A. Principal	\$240	A. President	\$300
5% Expense Estimate =	\$11,906	B. Vice President	\$230	B. Associate	\$195	B. Associate	\$140	B. DOO	\$250
<b>Total Project Budget =</b>	<b>\$250,026</b>	C. Senior Associate	\$205						
		D. Associate	\$150						

**Total Project Budget = \$250,026**

We are receptive to discussing the project budget, and should the need arise to make adjustments, we are open to exploring potential modifications within the scope to ensure a balanced approach.



LAKOGRO-01

SBOND1

# **CERTIFICATE OF LIABILITY INSURANCE**

 DATE (MM/DD/YYYY)  
**4/17/2023**

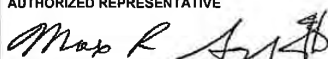
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Associated 1701 Golf Road #3-700 Rolling Meadows, IL 60008		<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): <b>(847) 427-8400</b> E-MAIL ADDRESS: <b>assocagencies@associated.cc</b> FAX (A/C, No): <b>(847) 427-3430</b>	
<b>INSURED</b>  The Lakota Group, Inc. One East Wacker Dr Ste 2700 Chicago, IL 60601		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A : <b>Hartford Underwriters Ins Co</b> NAIC # <b>30104</b> INSURER B : <b>Hartford Accident and Indemnity Insurance Company</b> <b>22357</b> INSURER C : <b>Trumbull Insurance Company</b> <b>27120</b> INSURER D : INSURER E : INSURER F :	

COVERAGES			CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE		ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	X	COMMERCIAL GENERAL LIABILITY					
		CLAIMS-MADE X OCCUR	X	83SBAAF9HZJ	5/1/2023	5/1/2024	EACH OCCURRENCE \$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 2,000,000
							GENERAL AGGREGATE \$ 4,000,000
							PRODUCTS - COMP/OP AGG \$ 4,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							
X	POLICY	PRO-JECT	LOC				
	OTHER:						
B		AUTOMOBILE LIABILITY					
	X	ANY AUTO OWNED AUTOS ONLY	SCHEDULED AUTOS	83UECAC0429	5/1/2023	5/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
		HIRED AUTOS ONLY	NON-OWNED AUTOS ONLY				BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
A	X	UMBRELLA LIAB	X OCCUR				
		EXCESS LIAB	CLAIMS-MADE	83SBAAF9HZJ	5/1/2023	5/1/2024	EACH OCCURRENCE \$ 2,000,000
		DED X RETENTION \$ 10,000					AGGREGATE \$ 2,000,000
C		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y / N	83WECVP8565	5/1/2023	5/1/2024	X PER STATUTE OTH-ER
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A				E.L. EACH ACCIDENT \$ 1,000,000
		If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A		Property		83SBAAF9HZJ	5/1/2023	5/1/2024	Limit

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
Proof of Coverage	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 

ACORD 25 (2016/03)

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## OUR ALLIES

**Winnetka Futures** Winnetka, Illinois

In 2019, the Village of Winnetka initiated the Winnetka Futures 2040 Comprehensive Plan, a collaborative effort to shape the village's trajectory for years ahead. By engaging in discussions with diverse community groups, the plan strikes a balance between preserving Winnetka's cherished traditions and embracing innovation. Meetings with the Plan Commission played a pivotal role in refining each aspect of the plan, ensuring a cohesive vision that addresses economic, environmental, and social considerations. This forward-looking approach, echoing the village's historic adaptability, positions Winnetka to thrive in education, business, and neighborhood life while meeting the challenges of the future head-on.

**Reference:**

David Schoon,  
Community Development  
Director  
(847) 716 - 3526  
dschoon@winnetka.org

**Project Statistics:**

Start Date: December 2019  
Completed: December 2022

**Burlington 2040 Plan** Burlington, Wisconsin

The City of Burlington undertook a collaborative planning process with The Lakota Group, community residents, and stakeholders to create the Comprehensive Plan. The Plan outlines important policies and actions for a range of core community aspects including land use and development, the Downtown, housing and neighborhoods, open space and natural resources, transportation, historic preservation, quality of life, infrastructure and capital improvements, and community sustainability and resiliency. A robust community engagement process provided the opportunity for the voices of Burlington residents, business owners, stakeholders, community leaders, and local representatives to shape the Comprehensive Plan. The Plan was approved and will guide decision-makers about where Burlington is today, where it wants to go, and how it intends to get there.

**Reference:**

Carina Walters  
City Administrator  
(262) 342-1180  
cwalters@burlington-wi.gov

**Project Statistics:**

Start Date: June 2020  
Completed: October 2022

**Comprehensive Plan** Yorkville, Illinois

Lakota was engaged by the United City of Yorkville (pop: 17,742) to help undertake an 18-month process to prepare an update to its 2008 Comprehensive Plan. Yorkville, located 55 miles to the southwest of Chicago in semi-rural Kendall County and along the scenic Fox River Valley, had experienced significant residential and commercial growth during the early to mid-2000s - the community largely doubling in population during that time period. However, since the national economic recession of 2008, residential and commercial development had slowed substantially, and the land use and growth scenarios proposed within the 2008 Comprehensive Plan were unrealistic given current economic conditions. The 2015 Comprehensive Plan Update proposes a new future land use and development framework that largely concentrates growth in existing residential areas, along with strategies that deal with "paper" subdivisions lacking plat and entitlements.

**Reference:**

Krysti J. Barksdale-Noble, AICP  
Director of Community Development  
United City of Yorkville  
(630) 553-8573  
knoble@yorkville.il.us

**Project Statistics:**

Start Date: October 2014  
Completed: August 2016

**THE  
LAKOTA  
GROUP.**



Tinley Park Comprehensive Plan		The Lakota Group				SB Friedman		Sam Schwartz		Robinson Eng.	
Revised November 16, 2023											
		Staff Hours				Staff Hours		Staff Hours		Staff Hours	
Work Scope/Phases/Tasks/Hours/Fees		A	B	C	D	A	B	A	B	A	B
Documenting											
Subtotal Phase 1 Hours		19	35	50	75	25	30	20	30	4	9
Subtotal Phase 1 Fees		\$6,555	\$8,050	\$10,250	\$11,250	\$8,125	\$5,850	\$4,800	\$4,200	\$1,200	\$2,250
Total Phase 1 Fee: \$62,530		\$36,105				\$13,975		\$9,000		\$3,450	
Visioning											
Subtotal Phase 2 Hours		12	34	48	68	26	44	24	30	3	12
Subtotal Phase 2 Fees		\$4,140	\$7,820	\$9,840	\$10,200	\$8,450	\$8,580	\$5,760	\$4,200	\$900	\$3,000
Total Phase 2 Fee: \$62,890		\$32,000				\$17,030		\$9,960		\$3,900	
Drafting											
Subtotal Phase 3 Hours		10	15	15	30	20	30	15	25	4	7
Subtotal Phase 3 Fees		\$3,450	\$3,450	\$3,075	\$4,500	\$6,500	\$5,850	\$3,600	\$3,500	\$1,200	\$1,750
Total Phase 3 Fee: \$36,875		\$14,475				\$12,350		\$7,100		\$2,950	
Adoption											
Subtotal Phase 4 Hours		11	15	25	50	12	15	10	14	2	7
Subtotal Phase 4 Fees		\$3,795	\$3,450	\$5,125	\$7,500	\$3,900	\$2,925	\$2,400	\$1,960	\$600	\$1,750
Total Phase 4 Fee: \$33,405		\$19,870				\$6,825		\$4,360		\$2,350	
Visioning											
Subtotal Phase 5 Hours		10	24	30	58	12	26	13	24	3	9
Subtotal Phase 5 Fees		\$3,450	\$5,520	\$6,150	\$8,700	\$3,900	\$5,070	\$3,120	\$3,360	\$900	\$2,250
Total Phase 2 Fee: \$42,420		\$23,820				\$8,970		\$6,480		\$3,150	
Fee By Firm		\$126,270				\$59,150		\$36,900		\$15,800	
Project Fee Total = \$238,120		A. Principal \$345				A. Partner \$325		A. Principal \$240		A. President \$300	
5% Expense Estimate = \$11,906		B. Vice President \$230				B. Associate \$195		B. Associate \$140		B. DOO \$250	
Total Project Budget = \$250,026		C. Senior Associate \$205									
		D. Associate \$150									

## AGREEMENT FOR CONSULTING SERVICES

This Agreement is made and entered into this 5<sup>th</sup> day of December, 2023 (“Effective Date”), between the Village of Tinley Park, Illinois (“Village”), located at 16250 South Oak Park Avenue, Tinley Park, IL 60477, and The Lakota Group, Inc. (“Consultant”), hereinafter referred to collectively as the “Parties,” or singularly as “Party,” to develop the Village of Tinley Park’s “Comprehensive Plan Development”, hereinafter referred to interchangeably as “Comprehensive Plan” or “Plan” as set forth in the Village of Tinley Park’s Notice of Request for Proposal (RFP), No. 2023-RFP-011, attached as Exhibit A.

### I. SERVICES

**A.** Consultant agrees to provide, as an independent contractor to the Village, the professional services, and all duties and obligations of the Consultant/Contractor set forth in Exhibit A, attached hereto and made a part hereof, (hereinafter the “Services”); and such other professional services or incidental services, if so authorized by the Village in writing and agreed to by the Parties hereto, as an Additional Service, (hereinafter “Additional Service”). The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality in compliance with applicable laws, ordinances and regulations. The express terms of Exhibit A shall control over any term or provision of this Agreement that in any way conflicts with, differs from, or attempts to alter the terms of Exhibit A

**B.** The Services shall be provided by Consultant’s employees, who are experienced, certified, and/or qualified and licensed, to the extent necessary to perform said Services in the State of Illinois. Consultant shall not subcontract or assign any of its duties and obligations under this Agreement without advance notice to the Village, and the Village’s express, written consent thereto.

**C.** It is understood and agreed by the Parties that the Consultant is an independent contractor retained for the above-mentioned purpose. The Village shall not control the manner nor the means of the Consultant’s performance, but shall be entitled to and have an interest in all of consultant’s work product generated from Consultant’s services in developing the Village’s Plan. The term “subconsultant” shall mean and include only those hired by and having a direct contract with Consultant for performance of services related to the Plan. The Village shall have no responsibility to any subconsultant employed by a Consultant for performance of services in developing the Plan, and all subconsultants and material suppliers shall look exclusively to the Consultant for any payments due. The Village will **not** be responsible for reporting or paying employment taxes or other similar levies that may be required by the United States Internal Revenue Service or other State or Federal agencies, for any Consultant or subconsultant, for any services performed pursuant to this Agreement. Any subconsultant approved by the Village, shall be bound by the terms and provisions of this Agreement as far as applicable to their services. The Consultant shall be fully responsible to the Village for the negligent or wrongful acts and omissions of its subconsultants, and shall ensure that any subconsultants perform in accordance with the requirements of this Agreement. Nothing contained herein shall create any contractual or employment relations between the Consultant and/or any subconsultant and the Village. The Consultant is solely responsible for the safety programs and methods of its employees, and subconsultants while developing the Plan, and to the extent permissible by law, shall defend, indemnify and hold the Village harmless from any damages and claims of injury arising from this Agreement and Exhibit A. The Consultant shall comply with all applicable federal, State and local safety laws and regulations. This clause shall not be construed as to require the Consultant to indemnify the Village for the Village’s own negligence or wrongdoing, nor should this clause be construed as to require Consultant to indemnify any of the Indemnitees for their own negligence as well.

## **II. COMPENSATION**

Provided that the services performed by Consultant is properly performed and complete, in accordance with the terms of this Agreement, and provided that Consultant is not otherwise in default hereunder, Consultant will be compensated based upon the fee schedule attached hereto as Exhibit B.

## **III. INDEMNIFICATION AND HOLD HARMLESS.**

Consultant will indemnify, defend and hold harmless , at its own cost and expense, the Village, its officers, officials, Village President and Board of Trustees, employees, volunteers, representatives, assigns, successors, transferees, licensees, invitees, attorneys, or other persons, standing in the interest of the Village, (hereinafter referred to collectively as “Indemnitees”), from any and all risks, lawsuits, actions, claims, demands, and any and all damages, liabilities, losses, and expenses (including reasonable attorneys' fees ), arising therefrom, brought against any of the Indemnitees due in whole or part from the negligent act(s) or omission(s) of the Consultant, its officers, agents and/or employees, including any of its subconsultants, arising out of or in performance of any provision of this Agreement.. Nothing herein shall be construed to require the Consultant to defend, indemnify and hold harmless any Indemnitee from the Indemnitee’s own negligence or fault.

## **IV. INSURANCE**

During the term of this Agreement, Consultant shall provide and maintain the types of insurance set forth in Exhibit C, in not less than the specified amounts.

Consultant shall furnish to the Village, prior to commencing any services under this Agreement, and annually thereafter, satisfactory proof of the above insurance requirements by a reliable insurance company or companies authorized to do business in Illinois. Such proof shall consist of certificates of insurance executed by the respective insurance companies, of the type and in the amounts set forth in Exhibit C. Said certificates shall list the Village and its officers, officials, Village President and Board of Trustees, agents, employees, volunteers, representatives, assigns, successors, and attorneys, as additional insureds.

## **V. REPRESENTATIONS AND WARRANTIES**

Consultant represents and warrants to the Village that it has the experience and ability to perform the services required by this Agreement , that it will perform said services in a professional, competent and timely manner, as represented and suitable for the performance of the Agreement, and that that it has the power to enter into and perform this Agreement.

## **VI. NOTICE**

All legal notices required by this Agreement shall be given by personal service or certified, registered mail, or private dispatch service to the following addresses:

**For the Consultant:**



The Lakota Group  
1 E. Wacker Drive, 27<sup>th</sup> Floor  
Chicago, IL 60601

**For the Village of Tinley Park:**  
Village of Tinley Park, Village Manager  
16250 South Oak Park Avenue Tinley Park IL.  
60477

Notice shall be effective upon the date of receipt by personal service or as evidenced by a valid return receipt. The name and/or address to which notice is required may be amended at any time by written notice to the other Party as provided herein.

## **VII. INTERPRETATION**

This Agreement provides for services to be performed within the State of Illinois. Accordingly, this Agreement, and all questions of interpretation, construction and enforcement hereof, and all controversies hereunder, shall be governed by the applicable statutory and common law of the State of Illinois. The parties agree that for the purpose of any litigation relative to this Agreement and its enforcement, venue shall be in the Circuit Court of Cook County, Illinois and the Parties consent to the *in personam* jurisdiction of said Court for any such action or proceeding. The terms and provisions of this Agreement and Exhibits shall not be construed against any Party, as the drafter or principal drafter of this Agreement.

## **VIII. WAIVER.**

The waiver of one Party of any breach of this Agreement or the failure of one Party to enforce any provisions hereof, shall be limited to the particular instance and shall not operate to bar or be deemed a waiver of enforcing against other or future breaches.

## **IX. SEVERABILITY**

If any provision of this Agreement is found to be invalid, illegal or unenforceable, that provision shall be severable from the rest of this Agreement and the validity, legality and enforceability of the remaining provisions will in no way be affected or impaired.

## **X. ENTIRE UNDERSTANDING**

This Agreement and its exhibits sets forth all of the entire understanding of the Parties relative to the subject hereof and supersedes any and all prior agreements, express or implied, oral or written. No amendment or modification of this Agreement shall be effective unless reduced to writing and executed by the parties.

**XI. TERMINATION/DEFAULT**

The Parties hereto acknowledge that the Village has the sole, exclusive right to terminate this Agreement, for its convenience, with ten (10) business day’s written notice to Consultant. In the event the Village exercises its rights to terminate for convenience, the Parties mutually agree that the Village will pay Consultant for all services performed and completed pursuant to this Agreement, as of the date of said termination, and upon payment, Consultant shall produce to the Village in a mutually agreeable format, all work product related to Consultant’s services performed under this Agreement, including but not limited to all studies, reports, findings, assessments, analyses, reviews, surveys, and memoranda.

In the event of default of this Agreement, the Parties may pursue any and all remedies available at law or in equity. Prior to filing any lawsuit to enforce this agreement, the Parties must meet and confer within 30 days of said default in an effort to resolve.

**XII. SUBJECT TO NECESSARY APPROVALS:**

This Agreement is subject to the review and approval of the Village Attorney, Mr. Paul O’Grady, Manager of Peterson Johnson and Murray, Chicago, LLC; and further subject to the review and approval of the Board of Trustees for the Village of Tinley Park , *via* Ordinance or Resolution.

IN WITNESS WHEREOF, the Village of Tinley Park and Lakota Group, Inc., have executed this agreement.

<b>VILLAGE OF TINLEY PARK</b>	<b>THE LAKOTA GROUP, INC.</b>
-------------------------------	-------------------------------

By:_____	By: _____
Village President	Title: _____

DATE: _____	DATE: _____
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**CERTIFICATIONS BY CONSULTANT****Eligibility to Contract**

The undersigned hereby certifies that the Consultant is not barred from bidding on or entering into this contract as a result of a violation of either the bid-rigging or bid-rotating provisions of Article 33E of the Criminal Code of 1961, as amended.

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Consultant, The Lakota Group, Inc.

**Certificate of Compliance with Illinois Human Rights Act**

The undersigned hereby certifies that the Consultant is in compliance with Title 7 of the 1964 Civil Rights Act as amended and the Illinois Human Rights Act as amended.

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Consultant, The Lakota Group, Inc.

**Certificate of Compliance with Illinois Drug-Free Workplace Act**

The undersigned, **having 25 or more employees**, does hereby certify pursuant to section 3 of the Illinois Drug Free Workplace Act (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of the work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that it is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

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Consultant, The Lakota Group, Inc.

**Certificate Regarding Sexual Harassment Policy**

The undersigned does hereby certify pursuant to section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) direction on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

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Consultant, The Lakota Group, Inc.

**EXHIBIT A****Scope of Professional Services**

Consultant expressly agrees to all terms, duties and obligations as set forth in the Village of Tinley Park's "Comprehensive Plan Development Request for Proposal (RFP), No. 2023-RFP-011, attached hereto, which include but are not limited to the following:

1. Taxes:

The Consultant acknowledges that the Village is exempt from paying certain Illinois State Taxes.

2. Non-Discrimination:

Consultant agrees to comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended, and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause and the Illinois Drug Free Workplace Act, Title 44, Chapter 10.

3. Insurance:

The Consultant agrees to obtain insurance issued by a company or companies qualified to do business in the State of Illinois and provide the Village with evidence of credible insurance, in the following types and amounts is necessary:

a) Worker's Compensation and Employer's Liability with limits not less than:

1. Worker's Compensation: Statutory;
2. Employer's Liability;
3. \$1,000,000 injury-per occurrence
4. Such insurance must evidence that coverage applies in the State of Illinois.

b) Comprehensive Motor Vehicle Liability with limits for vehicles owned, non-owned or rented not less than:

Bodily Injury/Property Damage: Combined Single Limit: \$1,000,000 per accident

c) Comprehensive General Liability with coverage written on an "occurrence" as is and with limits no less than:

1. Each Occurrence: \$ 1,000,000
2. General Aggregate: \$2,000,000
3. Products and completed operations: General Aggregate: \$2,000,000



d) Umbrella Policy. The required coverage's may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss. This policy should apply to the Commercial General Liability and Motor Vehicle Coverage. Minimum amount \$5,000,000 in combination. An exception for a lower limit may be granted at the discretion of the Village of Tinley Park. Such an exception could be based upon other criteria such as a review of their safety record, information provided by references, and/or any established prior job performance on behalf of the Village. Consultant agrees to name the Village of Tinley Park as an Additional Insured on the Comprehensive General Liability, Comprehensive Motor Vehicle Liability and Umbrella/Excess Policies. Consultant agrees to provide insurance with an endorsement naming the Village an additional insured. Consultant further agrees that all insurance policies are to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A:VII, unless otherwise acceptable to the Village.

e) Other Insurance Provisions:

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. The Village, its officers, officials, employees, and volunteers are to be covered as additional insureds on the general liability, auto and umbrella/excess policies. An endorsement naming the Village an additional insured must be submitted with the Certificate of Insurance
2. For any claims related to this Agreement, the insurance coverage must be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects to the Entity, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the Entity, its officers, officials, employees, or volunteers must be excess of the Vendor's insurance and not contribute with it. Vendor must procure and maintain for the duration of the contract, and for 2 years thereafter, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Vendor, his agents, representatives, employees.
3. Each insurance policy required by this clause must provide that coverage cannot be canceled, except with notice to the Village.
4. Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A: VII, unless otherwise acceptable to the Entity.
5. Waiver of Subrogation: Vendor hereby agrees to waive rights of

subrogation which any insurer of Vendor may acquire from Vendor by virtue of the payment of any loss. Vendor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. The Workers' Compensation policy must be endorsed with a waiver of subrogation in favor of the Entity for all work performed by the Vendor, its employees, agents.

4. Change in Status:

The Consultant agrees to notify the Village immediately of any change in its status resulting from any of the following:

- a) Consultant is acquired by another Party;
- b) Consultant becomes insolvent;
- c) Consultant, voluntarily or by operation law, becomes subject to the provisions of any chapter of the Bankruptcy Act;
- d) Consultant ceases to conduct its operations in normal course of business. The Village of Tinley Park has the option to terminate its contract with the vendor immediately on written notice based on any such change in status.

**EXHIBIT B**

**Fee Schedule**

**EXHIBIT C**

Insurance requirements:



# Interoffice Memo

**Date:** December 5, 2023

**To:** Village President & Board of Trustees

**CC:** Daniel Ritter, Community Development Director

**From:** Jarell Blakey, Community Development Management Analyst

**Subject:** Implementation of Transfer Stamps

## SUMMARY

After receiving feedback from the Committee of the Whole and Village Board at previous meetings, staff revamped the proposed real estate transfer stamp program. The process of the stamp will remain the same, requiring approval first before transferring property, but will be offered to all property owners at no cost.

## DISCUSSION

The transfer stamp process is a simple and efficient method of tracking and regulating all property transfers in the Village. Under this process, a transfer stamp is required for all property sales or transfers within the Village. The stamp indicates that the property has been approved for transfer by the appropriate departments, including Community Development, Public Works, Finance and Fire. This process reduces the time and resources required to review property transfers and occurs prior to the transfer of property, thus putting the responsibility to resolve any issues on the seller, and not the new owner. This process ensures the seller has all issues resolved and no money owed prior to selling it to a new owner/resident.

The transfer stamp program creates a set process to ensure that inspections are completed, code violations resolved, and any money owed has been paid prior to transfer. The transfer stamp program also assists with Village compliance with the residential sewer cross-connection inspections that are required to be completed by the under Metropolitan Water Reclamation District (MWRD) agreement. Improved tracking of rental property purchases for compliance with Village standards and preventing illegal subdivisions are additional benefits of the transfer stamp process. In some cases, a property may be permitted to be transferred with violations outstanding so long as all money owed is paid and the new owner signs an affidavit assuming all liability. Title companies and the County Recorder's office typically keep a list of communities and help relay the need for transfer stamps to both sellers and purchasers.

The analysis done by Baecore Group as part of the assessment and selection process for a new ERP and Community Development software, recommended moving from the current Change of Owner to a transfer stamp process as it is more common, benefits the new owner/resident, and is readily



implemented within the selected software. Transfer stamp functionality is already common in Community Development software across the country. The village's current process would likely have to be custom-built to the Village's needs or require less efficient manual workarounds to complete. It is for this reason that transfer stamp requirements will not go into effect until the launch of the new BS&A community development software (estimated go live Q1 2025). The ERP team does need to know the policy direction to be able to build the correct process into the software, which is why direction for this change is needed ahead of the launch date.

**Request**

Staff requests adoption of the drafted ordinance to require a transfer stamp at no cost to buyers or sellers.



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## **THE VILLAGE OF TINLEY PARK**

**Cook County, Illinois**

**Will County, Illinois**

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### **ORDINANCE NO. 2023-O-055**

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**AN ORDINANCE ADOPTING A REAL ESTATE PROPERTY  
TRANSFER STAMP IN THE VILLAGE OF TINLEY PARK**

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**MICHAEL W. GLOTZ, PRESIDENT  
NANCY O'CONNOR, VILLAGE CLERK**

**WILLIAM P. BRADY  
WILLIAM A. BRENNAN  
DENNIS P. MAHONEY  
MICHAEL G. MUELLER  
KENNETH E. SHAW  
COLLEEN M. SULLIVAN  
Board of Trustees**

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**VILLAGE OF TINLEY PARK**

Cook County, Illinois

Will County, Illinois

**ORDINANCE NO. 2023-O-055****AN ORDINANCE A REAL ESTATE PROPERTY TRANSFER STAMP IN  
THE VILLAGE OF TINLEY PARK**

**WHEREAS**, Section 6(a) of Article VII of the 1970 Constitution of the State of Illinois provides that any municipality which has a population of more than 25,000 is a home rule unit, and the Village of Tinley Park, Cook and Will Counties, Illinois, with a population in excess of 25,000 is, therefore, a home rule unit and, pursuant to the provisions of said Section 6(a) of Article VII, may exercise any power and perform any function pertaining to its government and affairs, including, but not limited to, the power to fee and to incur debt; and

**WHEREAS**, the Village of Tinley Park ("Village") aims to protect its residents and property owners, by regulating the transfer of real property in the Village; and

**WHEREAS**, the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have determined that it is in the best interest of the Village of Tinley Park and its residents to amend the municipal code by adopting a real estate transfer fee where all deeds must have a transfer stamp affixed to the same, authorizing the transfer of real property; and

**NOW, THEREFORE, BE IT ORDAINED** BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS, STATE AS FOLLOWS:

**SECTION 1:** The foregoing recitals shall be and are hereby incorporated as findings of facts as if said recitals were fully set forth herein.

**SECTION 2:** That Chapter 129M REAL ESTATE TRANSFER STAMP is hereby created by adding the underlined language and deletions struck through as follows:

**CHAPTER 129M: REAL ESTATE TRANSFER STAMP****129M.01 DEFINITIONS**

**BENEFICIAL INTEREST IN REAL ESTATE:** Includes, but is not limited to:

- (A) The beneficial interest in an Illinois land trust;
- (B) The lessee interest in a ground lease (including any interest of the lessee in the related improvements) that provides for a term of thirty (30) or more years when all options to renew or extend are included, whether or not any portion of the term has expired; and
- (C) The indirect interest in real property as reflected by a controlling interest in a real estate entity.

**CONTROLLING INTEREST:**

- (A) Fifty percent (50%) or more of the combined voting power or fair market value of all ownership interests or beneficial interests in a real estate entity, whether the interests are owned by one (1) or by several persons; or
- (B) The right of one (1) or of several persons to receive at the time of any distribution fifty percent (50%) or more of the income or profits of a real estate entity.

**PERSON:** Any natural person, receiver, administrator, executor, conservator, assignee, trust in perpetuity, trust, estate, firm, co-partnership, joint venture, club, company, joint stock company, business trust, municipal corporation, political subdivision of the State of Illinois, domestic or foreign corporation, association, syndicate, society or any group of individuals acting as a unit, whether mutual, cooperative, fraternal, nonprofit, or otherwise, and the United States or any instrumentality thereof. Whenever the term "person" is used in any clause prescribing and imposing a penalty, the term as applied to associations shall mean the owners or part owners thereof, and as applied to corporations, the officers thereof.

**REAL ESTATE ENTITY:** Any person (other than an Illinois land trust) including, but not limited to, any partnership, corporation, trust or single- or multi-tiered entity, that exists or acts substantially for the purpose of holding directly or indirectly title to or beneficial interest in real property located in the village, whether for personal use, the production of rental income, or investment. It shall be presumed, unless proved otherwise, that an entity is a real estate entity if it owns directly or indirectly real property located within the Village of Tinley Park having a fair market value greater than seventy-five percent (75%) of the total fair market value of all of the entity's assets, determined without deduction for any mortgage, lien or encumbrance.

**RECORDATION:** For deeds to be recorded in Will County, the recording of deeds through the Will County Recorder of Deeds. For deeds to be recorded or registered in Cook County, the Cook County Clerk's Office and the Registrar of Titles of Cook County.

**TRANSFER PRICE:** The consideration furnished for the transfer of title to, or beneficial interest in, real property, valued in money, whether paid in money or otherwise, including cash, credits and property, determined without any deduction for mortgages, liens or encumbrances, and specifically including the amount of any indebtedness or obligation canceled or discharged in connection with the transfer. In the case where the controlling interest in a real estate entity is transferred, and the real estate entity holds assets in addition to title to or beneficial interest in real property located in the Village of Tinley Park, "transfer price" means only that portion of the consideration attributable to the transfer of such real property or such beneficial interest.

**VALUE:** The amount of the full actual consideration for any transfer covered hereunder, including the amount of any mortgage or other lien to which the sale is subject or the amount of any mortgage or other lien assumed by the grantee or purchaser.

**129M.02 LIABILITY FOR OBTAINING STAMP**

The primary incidence and liability for obtaining the real estate transfer stamp shall be borne by the grantor or seller involved in any transfer of property subject to this Article. It shall be unlawful for the buyer or purchaser to accept a conveyance if the transfer stamp fee has not been obtained. If the transfer stamp(s) have not been affixed to the deed, then the grantee's title shall be subject to the lien provided in Chapter 129M.012A, and the grantee or purchaser shall be liable for obtaining the transfer stamp. However, nothing within this Chapter shall be construed as prohibiting the grantee or buyer from agreeing to pay all or part of any other outstanding costs and fees associated with the transfer.

**129M.03 FILING OF DECLARATION**

At such time at least five (5) days prior to the scheduled closing date there shall be filed with the Village a fully executed and completed copy of the "Real Estate Transfer Declaration" required by Section 3 of the Real Estate Transfer Fee of the State of Illinois, or a declaration of the full consideration paid for the transfer of beneficial interest which declaration shall be on a form provided by the Village. Such declaration shall be deemed as a confidential record.

**129M.04 TRANSFER STAMPS REQUIRED**

- (A) Real estate transfer stamps are required for all deeds recorded in the Village, unless otherwise noted.
- (B) Applications for real estate transfer stamps shall be made on a declaration form prescribed by the Village. Such declaration shall show the full consideration for the property, the date of the transaction, the names of the grantor and grantee, the common address, the legal description of the property, including permanent index number of the property subject to the transfer and, for non-residential property, a signed certificate of compliance certifying that there are no negative use restrictions on the deed or document sought to be recorded in violation of this Code.
- (C) The transfer stamps shall be available for issuance at and during the regular business hours of the Village offices or at other locations designated by the director of finance or designee. Upon completion of the proper application, the transfer stamps so applied for shall be affixed to the deed, assignment of beneficial interest, or other instrument of conveyance. The transfer stamp or stamps shall be marked with initials of the person issuing the stamp or stamps and the day, month and year when the stamp or stamps are issued.
- (D) For the purpose of reviewing requests for real estate transfer stamps, the Village may take up to five (5) business days of receipt of completed application to process the request.

**129M.05 DEEDS**

- (A) Every deed shall show the date of the transaction which it evidences, the names of the grantor and grantee, and a legal description of the property to which it relates.

**129M.06 ISSUANCE OF STAMP(S)**

- (A) Upon substantial completion of a Real Estate Transfer Declaration form, or other designated declaration, an adhesive stamp or stamps shall be affixed to the face of the deed or instrument transferring the beneficial interest.
- (B) The Village, through its Village Manager, Mayor or any person so designated by the Village Board, has the sole, exclusive authority to refuse to issue transfer stamps, and may lawfully refuse to issue transfer stamps even if payment of the transfer fee is offered, if any one of the following circumstances or conditions exist: (i) there is any outstanding sum of money due to the Village arising from the property and recorded against the property subject to the transfer; (ii) the grantors/sellers owe any sum of money to the Village, regardless of whether or not said sum is recorded against the property, or otherwise unknown to the grantor/sellers; (iii) if a final water meter read has not been ordered for the subject property. (iv) there are any outstanding code enforcement violations on the subject property. (v) there are any open building permits that have not been resolved.

**129M.07 REFUSAL TO ISSUE TRANSFER STAMP**

In addition to the conditions of refusal set forth in Chapter 129M.06 (B) above, the Village, through its Village Manager, Mayor or any person so designated by the Village Board, has the sole, exclusive authority to refuse to issue transfer stamps, and may lawfully refuse to issue transfer stamps even if payment of the transfer fee is offered, if any of the following additional conditions exist:

- (A) Failure to comply with real estate inspection and correction when necessary;
- (B) Failure to accurately complete the declaration form and certificate of compliance.

**129M.08 TRANSFER IN TRUST**

No trustee of real estate shall accept an assignment of beneficial interest in real estate located in the Village without first obtaining a real estate transfer declaration from the assignor and assignee and unless revenue stamps in the required amount, as set forth in this Chapter, have been affixed to the assignment.

**129M.09 ENFORCEMENT**

- (A) In the event a deed is filed for recordation or there is an assignment of beneficial interest within the corporate limits of the Village without the transfer stamps provided by this Chapter, it is deemed a violation of the code and is subject to a lien being declared against said real estate conveyed or assignment of beneficial interest in the amount no less than \$250 and no more than \$750. The fact that the deed or assignment does not contain a Tinley Park transfer stamp shall constitute constructive notice of the lien. The lien may be enforced by proceedings to foreclose, as in cases of mortgages or mechanics' liens. Suit to foreclose this lien must be commenced within three (3) years after the date of recording the deed. Nothing herein shall be

construed as preventing the Village from bringing a civil action to collect the fee imposed by this subchapter from any person who has the ultimate liability for payment of the same, including interest and penalties as hereinbelow provided.

- (B) Whenever any person shall fail to pay any fees herein provided, or any purchaser or grantee shall accept a conveyance where the fee has not been paid, the Village attorney shall, upon request of the Village Manager, bring or cause to be brought an action to enforce the payment of said fee, including interest and penalties as hereinbelow provided, on behalf of the Village in any court of competent jurisdiction.

### **129M.010 UNUSED REAL ESTATE TRANSFER STAMPS**

In the event a real estate transaction should not occur or the party purchasing a real estate transfer stamp wishes to return an unused real estate transfer stamp, the request must be made within six (6) months from date of issuance of the stamp. A fee for the return of the unused stamp shall be imposed.

### **129M.011 EXCEPTIONS**

- (A) In the event a grantee, or buyer, desires to obtain the subject property prior to the grantor abating any and all building code violations that may exist, the grantee may do so by filing with the Village an affidavit of liability assuming all responsibility for any pre-existing conditions;
- (B) The aforementioned affidavit will not include outstanding money owed to the Village by the grantor or subject property;

**SECTION 3:** That this Ordinance shall be in full force and effect on January 1, 2025 or soon after based upon the implementation and approval of Community Development Enterprise Resource Planning Software. The Village will provide notice via its website once said software has been implemented and approved at which time the ordinance will be in full force and effect.

**SECTION 4:** That the Village Clerk is hereby ordered and directed to publish this Ordinance in pamphlet form, and this Ordinance shall be in full force and effect from and after its passage, approval, and publication as required by law.

PASSED THIS 5th day of December, 2023.

AYES:

NAYS:

ABSENT:

APPROVED THIS 5th day of December, 2023.

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VILLAGE PRESIDENT

ATTEST:

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VILLAGE CLERK

STATE OF ILLINOIS        )  
COUNTY OF COOK        )     SS  
COUNTY OF WILL        )

CERTIFICATE

I, NANCY O’CONNOR, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Ordinance No. 2023-O-055, “**AN ORDINANCE A REAL ESTATE PROPERTY TRANSFER STAMP IN THE VILLAGE OF TINLEY PARK** ” which was adopted by the President and Board of Trustees of the Village of Tinley Park on December 5, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 5th day of December, 2023.

\_\_\_\_\_  
VILLAGE CLERK





## PLAN COMMISSION STAFF REPORT

November 16, 2023 – Public Hearing

### P.A.W.S. Sign Special Use Permit

8301 191<sup>st</sup> Street

#### Petitioner

Austin Davis on the behalf of P.A.W.S. Tinley Park

#### Property Location

8301 191<sup>st</sup> Street

#### PIN

19-09-11-200-008-0000

#### Zoning

R-5 PD (Low Density Residential, Brookside Glen PUD)

#### Approvals Sought

- Special Use Permit

#### Project Planner

Michael O. Whalen, AICP  
Associate Planner



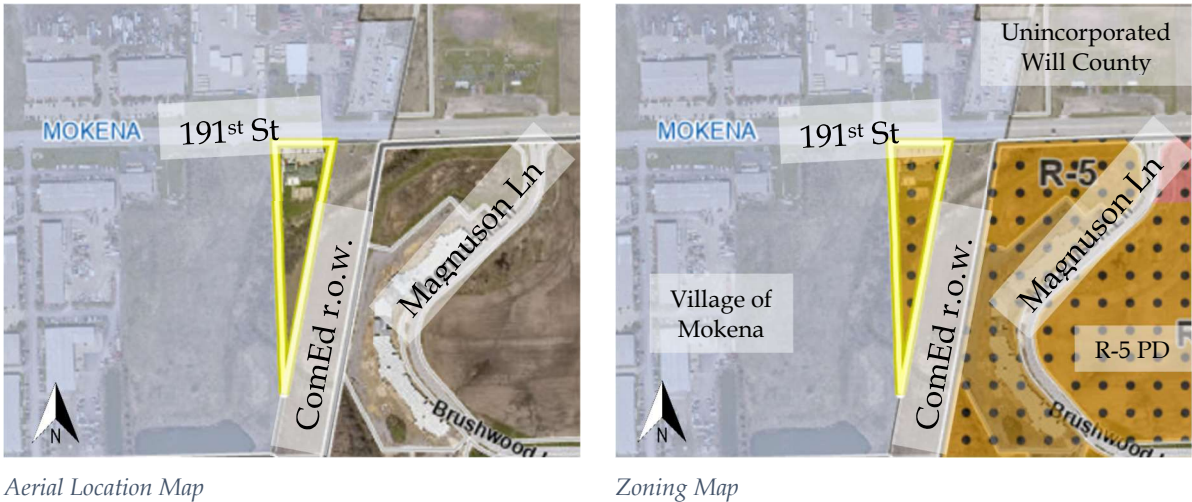
Existing ground sign (left); proposed ground sign with EMC (right)

### EXECUTIVE SUMMARY

The Petitioner, Austin Davis on the behalf of P.A.W.S. of Tinley Park, is requesting a Special Use Permit for a Substantial Deviation from the Brookside Glen Planned Unit Development (PUD) to increase the maximum allowable size of an electronic message center (EMC) on a free-standing sign at 8301 191<sup>st</sup> Street in the R-5 PD (Low Density Residential, Brookside Glen PUD) zoning district. A Special Use Permit is required because an increase in the size of signage is classified as a substantial deviation in a PUD.

The Petitioner is proposing to replace the aging, nonconforming sign with a new sign. The replacement sign will replace the changeable copy with a similarly sized EMC and otherwise conform with all other relevant provisions of the Zoning Ordinance.

EXISTING SITE, ZONING, AND NEARBY LAND USES



The subject property at 8301 191<sup>st</sup> Street is an existing animal shelter which P.A.W.S. of Tinley Park operates. The rest of the property is mostly floodplain. The property is located on 191<sup>st</sup> Street west of the Commonwealth Edison transmission line right-of-way. The property is adjacent to the Village of Mokena border.

The subject property is located within the R-5 PD (Low-Density Residential, Brookside Glen PUD) zoning district. The property was annexed into the Village in 1990 (Res. No. 90-R-002 and Ord. No. 90-O-008) and the Brookside Glen PUD was established as a part of the annexation agreement. The property was designated R-5 PD in 1990 (Ord. No. 90-O-009). The property is also located in the Urban Design Overlay District (UD-1). The overlay was established after the adoption of the Brookside Glen PUD; therefore, the provisions of the overlay district do not apply.

The table below indicates the surrounding zoning and land uses in the area:

Direction	Zoning	Land Use
North	Mokena I-1 (limited industrial)	Industrial uses
East	R-5 PD (Brookside Glen PUD)	ComEd transmission lines; multi-unit and two-unit dwellings (under construction)
South	R-5 PD (Brookside Glen PUD)	ComEd transmission lines; multi-unit and two-unit dwellings (under construction)
West	Mokena I-1 (limited industrial)	Industrial uses

The subject property is located on 191<sup>st</sup> Street, west of Greenway Blvd/Magnuson Lane. 191<sup>st</sup> Street is a road owned and operated by the Will County Division of Transportation. 191<sup>st</sup> Street in the area is five lanes: two travel lanes and one continuous left turn lane. The posted speed limit is 45 miles per hour. There are no sidewalks or nearby public transportation.

PROPOSED SPECIAL USE

The Petitioner proposes to replace the existing sign for P.A.W.S. of Tinley Park. The existing sign is older, with a changeable copy area taking up a little more than half the sign face. The proposed sign face is approximately 27.5 square feet, and the proposed EMC is approximately 14 square feet. Sec. IX.J.4. of the Zoning Ordinance limits the size of EMCs to twenty percent of the sign face area; the proposed EMC comprises approximately 51 percent of the sign face.

Sec. VII.B.6.a. of the Zoning Ordinance classifies an increase in the size of signage as a substantial deviation from an approved PUD.

### PROPOSED SIGN

The proposed sign will replace a nonconforming pole sign that has changeable copy lettering. The changeable copy area on the existing sign is similar in size to the EMC area on the proposed sign. The proposed sign uses materials that are complementary to the buildings on site and features the shelter's new branding design. The proposed sign is six feet tall and seven feet wide and the base will have landscaping. Apart from the EMC size, the proposed sign complies with all other relevant provisions of the Zoning Ordinance.



*Proposed sign with EMC*

**STANDARDS FOR A SPECIAL USE**

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Section X.J.5. of the Zoning Ordinance lists standards that need to be considered by the Plan Commission. The Plan Commission is encouraged to consider these standards (listed below) when analyzing a Special Use request. Staff has provided draft Findings in the Staff Report for the Public Hearing.

X.J.5. Standards: No Special Use shall be recommended by the Plan Commission unless said Commission shall find:

- a. That the establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;
  - *The proposed Special Use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare. The proposed special use is safe for the public, employees, and neighboring properties.*
- b. That the Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;
  - *The proposal will not be injurious to the use and enjoyment of other property in the immediate vicinity, nor will it substantially diminish or impair property values within the neighborhood. The special use will support an existing business's operation within the Village.*
- c. That the establishment of the Special Use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
  - *The proposal will not negatively affect any future development or redevelopment of neighboring properties.*
- d. That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided;
  - *The site is already developed with adequate utilities and no additional utilities are needed.*
- e. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets; and
  - *The site is already developed with a driveway and parking areas.*
- f. That the Special Use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the Village Board pursuant to the recommendation of the Plan Commission. The Village Board shall impose such conditions and restrictions upon the premises benefited by a Special Use Permit as may be necessary to ensure compliance with the above standards, to reduce or minimize the effect of such permit upon other properties in the neighborhood, and to better carry out the general intent of this Ordinance. Failure to comply with such conditions or restrictions shall constitute a violation of this Ordinance.
  - *The Special Use will comply with all Village ordinances.*
- g. The extent to which the Special Use contributes directly or indirectly to the economic development of the community as a whole.
  - *The Special Use will improve the pass-by visibility of an existing business in Tinley Park.*

**MOTION TO CONSIDER**

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If the Plan Commission wishes to act on the Petitioner's requests, the appropriate wording of the motions is listed below. The protocol for the writing of a motion is to write it in the affirmative so that a positive or negative recommendation correlates to the Petitioner's proposal. By making a motion, it does not indicate a specific recommendation in support or against the plan, it only moves the request to a vote. The conditions listed below are recommended by staff but can be added to, changed, or removed by the Commission based on the Public Hearing testimony.

**Motion 1 (Special Use)**

*"...make a motion to recommend the Village Board grant a Special Use Permit for a Substantial Deviation to the Brookside Glen PUD to allow for the installation of a freestanding sign with an electronic message center that exceeds the maximum allowable size from 20 percent to 51 percent to the Petitioner, Austin Davis on the behalf of P.A.W.S. of Tinley Park, at 8301 191<sup>st</sup> Street in the R-5 PD (Low Density Residential, Brookside Glen PUD) zoning district, in accordance with the plans submitted and adopt the Findings of Fact as proposed in the November 16, 2023 staff report."*

LIST OF REVIEWED PLANS

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Submitted Sheet Name		Prepared By	Date On Sheet
	Application Materials	Petitioner	9/26/2023
	Sign Proposal	Integrity Sign	9/13/2023

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**THE VILLAGE OF TINLEY PARK**  
**Cook County, Illinois**  
**Will County, Illinois**

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**ORDINANCE**  
**NO. 2023-O-078**

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**AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A SUBSTANTIAL  
DEVIATION FROM THE BROOKSIDE GLEN PUD TO P.A.W.S. OF TINLEY  
PARK AT 8301 191<sup>ST</sup> STREET**

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**MICHAEL W. GLOTZ, PRESIDENT**  
**NANCY M. O'CONNOR, VILLAGE CLERK**

**WILLIAM P. BRADY**  
**WILLIAM A. BRENNAN**  
**DENNIS P. MAHONEY**  
**MICHAEL G. MUELLER**  
**KENNETH E. SHAW**  
**COLLEEN M. SULLIVAN**  
**Board of Trustees**

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**VILLAGE OF TINLEY PARK**

Cook County, Illinois  
Will County, Illinois

**ORDINANCE NO. 2023-O-078****AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A SUBSTANTIAL  
DEVIATION FROM THE BROOKSIDE GLEN PUD TO P.A.W.S. OF TINLEY  
PARK AT 8301 191ST STREET**

**WHEREAS**, Section 6(a) of Article VII of the 1970 Constitution of the State of Illinois provides that any municipality which has a population of more than 25,000 is a home rule unit, and the Village of Tinley Park, Cook and Will Counties, Illinois, with a population in excess of 25,000 is, therefore, a home rule unit and, pursuant to the provisions of said Section 6(a) of Article VII, may exercise any power and perform any function pertaining to its government and affairs, including, but not limited to, the power to tax and to incur debt; and

**WHEREAS**, a petition for the granting of a Special Use Permit for a Substantial Deviation from the Brookside Glen PUD to allow for the construction of a free-standing sign with an electronic message center that exceeds the maximum allowable size ("Request") at 8301 191<sup>st</sup> Street ("Subject Property") was filed by Austin Davis, on the behalf of P.A.W.S. of Tinley Park ("Petitioner") with the Village Clerk of this Village and was referred to the Plan Commission of the Village and processed in accordance with the Tinley Park Zoning Ordinance; and

**WHEREAS**, said Plan Commission held a public hearing on the question of whether the Special Use Permit should be granted on November 16, 2023, at the Village Hall of this Village of Tinley Park ("Village"), at which time all persons were afforded an opportunity to be heard; and

**WHEREAS**, public notice in the form required by law was given for said public hearing by publication not more than thirty (30) days nor less than fifteen (15) days prior to said public hearing in the Daily Southtown, a newspaper of general circulation within the Village of Tinley Park; and

**WHEREAS**, the Plan Commission voted 7-0 and has filed its report of findings and recommendations that the Request be approved with this Village President and Board of Trustees, and this Board of Trustees has duly considered said report, findings, and recommendations; and

**WHEREAS**, the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have determined that it is in the best interest of the Village of Tinley Park and its residents to approve said Request.



**NOW, THEREFORE, BE IT ORDAINED** BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS, STATE AS FOLLOWS:

**SECTION 1:** The foregoing recitals shall be and are hereby incorporated as Findings of Fact as if said recitals were fully set forth herein.

**SECTION 2:** That the report of findings and recommendations of the Plan Commission are herein incorporated by reference as the findings of this President and the Board of Trustees, as complete as if fully set forth herein at length. This Board finds that the Petitioner has provided evidence establishing that they have met the standards for granting the Special Use Permit set forth in Section X.J.5 of the Zoning Ordinance, and the proposed granting of the Special Use Permit as set forth herein is in the public good and in the best interest of the Village and its residents and is consistent with and fosters the purpose and spirit of the Tinley Park Zoning Ordinance.

Section X.J.5. Standards: No Special Use shall be recommended by the Plan Commission unless said Commission shall find:

- a. That the establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;
  - *The proposed Special Use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare. The proposed special use is safe for the public, employees, and neighboring properties.*
- b. That the Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;
  - *The proposal will not be injurious to the use and enjoyment of other property in the immediate vicinity, nor will it substantially diminish or impair property values within the neighborhood. The special use will support an existing business's operation within the Village.*
- c. That the establishment of the Special Use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
  - *The proposal will not negatively affect any future development or redevelopment of neighboring properties.*
- d. That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided;
  - *The site is already developed with adequate utilities and no additional utilities are needed.*
- e. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets;

- *The site is already developed with a driveway and parking areas.*
- f. That the Special Use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the Village Board pursuant to the recommendation of the Plan Commission. The Village Board shall impose such conditions and restrictions upon the premises benefited by a Special Use Permit as may be necessary to ensure compliance with the above standards, to reduce or minimize the effect of such permit upon other properties in the neighborhood, and to better carry out the general intent of this Ordinance. Failure to comply with such conditions or restrictions shall constitute a violation of this Ordinance; and
  - *The Special Use will comply with all Village ordinances.*
- g. The extent to which the Special Use contributes directly or indirectly to the economic development of the community as a whole.
  - *The Special Use will improve the pass-by visibility of an existing business in Tinley Park.*

**SECTION 3:** The Special Use Permit set forth herein below shall be applicable to the following described property:

**LEGAL DESCRIPTION:**

THAT PART OF THE EAST 60 ACRES OF THE NORTH 1/2 OF THE NORTHEAST QUARTER OF SECTION 11, TOWNSHIP 35 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING WEST OF THE COMMONWEALTH EDISON COMPANY RIGHT OF WAY CONVEYED BY DOCUMENT NO. R66-10298 AND SOUTH OF THE SOUTH LINE OF 191ST STREET, IN WILL COUNTY, ILLINOIS

**PARCEL IDENTIFICATION NUMBER:** 19-09-11-200-008-0000

**COMMONLY KNOWN AS:** 8301 191<sup>st</sup> Street, Tinley Park, IL 60487

**PETITIONER:** Austin Davis, on behalf of P.A.W.S. of Tinley Park

**SECTION 4:** That the Request at the Subject Property is hereby granted to the Petitioner, in accordance with the "List of Reviewed Plans" attached hereto as **Exhibit A**.

**SECTION 5:** Any policy, resolution, or ordinance of the Village that conflicts with the provisions of this Ordinance shall be and is hereby repealed to the extent of such conflict.

**SECTION 6:** That this Ordinance shall be in full force and effect from and after its adoption and approval.

**SECTION 7:** That the Village Clerk is hereby ordered and directed to publish this Ordinance

in pamphlet form, and this Ordinance shall be in full force and effect from and after its passage, approval, and publication as required by law.

PASSED THIS 5<sup>th</sup> day of December 2023.

AYES:

NAYS:

ABSENT:

APPROVED THIS 5<sup>th</sup> day of December 2023.

ATTEST:

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VILLAGE PRESIDENT

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VILLAGE CLERK

STATE OF ILLINOIS       )  
COUNTY OF COOK       )     SS  
COUNTY OF WILL       )

CERTIFICATE

I, NANCY M. O’CONNOR, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Ordinance No. 2023-O-078, "AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A SUBSTANTIAL DEVIATION FROM THE BROOKSIDE GLEN PUD TO P.A.W.S. OF TINLEY PARK AT 8301 191ST STREET” which was adopted by the President and Board of Trustees of the Village of Tinley Park on December 5, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 5<sup>th</sup> day of December 2023.

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VILLAGE CLERK

**Exhibit A**

Per the November 16, 2023, Plan Commission Public Hearing Staff Report

**LIST OF REVIEWED PLANS**

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Submitted Sheet Name		Prepared By	Date On Sheet
1	Applications with Narrative	Petitioner	9/26/2023
2	Sign Proposal	Integrity Sign Co.	9/15/2023

**TO: VILLAGE OF TINLEY PARK PRESIDENT AND BOARD OF TRUSTEES**

**FROM: VILLAGE OF TINLEY PARK PLAN COMMISSION**

**SUBJECT: MINUTES OF THE NOVEMBER 16, 2023 REGULAR MEETING**

**ITEM 1: PUBLIC HEARING – P.A.W.S. OF TINLEY PARK SIGN – 8301 191<sup>ST</sup> STREET – SPECIAL USE PERMIT FOR A SUBSTANTIAL DEVIATION FROM THE BROOKSIDE GLEN PUD**

Consider recommending that the Village Board grant Austin Davis, on the behalf of P.A.W.S. of Tinley Park, a Special Use Permit for a Substantial Deviation from the Brookside Glen PUD to increase the maximum allowable size of an electronic message center on a freestanding sign for a certain property at 8301 191<sup>st</sup> Street.

Present Plan Commissioners: Chairman Garrett Gray  
James Gaskill  
Terry Hamilton  
Andrae Marak  
Steve Sepessy  
Michael Stocklose  
Kehla West

Absent Plan Commissioners: Angela Gatto  
Eduardo Mani

Village Officials and Staff: Dan Ritter, Community Development Director  
John Urbanski, Public Works Director  
Jason Engberg, Planning Manager  
Michael Whalen, Associate Planner  
Jarell Blakey, Management Analyst

Petitioners: Austin Davis

Members of the Public: None

CHAIR GRAY introduced item #1 and then requested a motion to open the public hearing. COMMISSIONER GASKILL made a motion to open the public hearing; COMMISSIONER WEST seconded. CHAIR GRAY requested a voice vote, the motion was declared carried.

CHAIR GRAY certified that legal notice was posted in accordance with state law and informed that anyone wishing to speak on the matter could do so after staff presents their report.

Michael Whalen, Associate Planner presented the staff report.

CHAIR GRAY asked the petitioner if they would like to speak.

The Petitioner Austin Davis was sworn in. He summarized the request. 20% of the sign would be about six square feet, which would be unusable to change text. Changeable text would allow to show new information for events or animals.

CHAIR GRAY asked the commissioners if they had anything to add.

COMMISSIONERS WEST, GASKILL, and STOCKLOSE had no comment.

COMMISSIONER HAMILTON asked why the code was restrictive relating to the sign percentages.

Dan Ritter, Community Development Director informed him that the intent was to minimize the use of ground signs as billboards with changeable copy being just a small part of it. There have been a few variance cases. He believes the regulation was previously was 50% before the current 20%.

COMMISSIONER MARAK noted traffic is fast there and it would be hard to read if it were smaller.

COMMISSIONER SEPESSY asked if the sign will have variable light settings.

Austin Davis informed him that the sign can be adjusted. It can also have automatic settings or override settings.

CHAIRMAN GRAY noted this is a nonconforming sign to begin with that does not look good. This is an upgrade. It fits the buildings better. The area is primarily business, industrial, and vacant lots. Traffic goes by there very quick. The sign helps promote pet adoption and events. The variation appears reasonable. He asked if anyone from the public wished to speak. Hearing none, he asked Staff to present the standards.

Michael Whalen presented the standards.

CHAIR GRAY requested a motion to close the public hearing. COMMISSIONER GASKILL made a motion to close the public hearing; COMMISSIONER SEPESSY seconded.

COMMISSIONER GASKILL made a motion to recommend the Village Board grant a Special Use Permit for a Substantial Deviation to the Brookside Glen PUD to allow for the installation of a freestanding sign with an electronic message center that exceeds the maximum allowable size to the Petitioner, Austin Davis on the behalf of P.A.W.S. of Tinley Park, at 8301 191st Street in the R-5 PD (Low Density Residential, Brookside Glen PUD) zoning district, in accordance with the plans submitted and adopt the Findings of Fact as proposed in the November 16, 2023 staff report. COMMISSIONER HAMILTON seconded the motion. The motion passed (7-0) via a roll call vote.

CHAIR GRAY noted this item will go to Village Board on December 5th, 2023.



# Interoffice Memo

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**Date:** November 29, 2023

**To:** Village Board

**Cc:** Patrick Carr, Hannah Lipman

**From:** Anthony Ardolino

**Subject:** GIS Agreement and Annual Renewal.

Presented for December 5, 2023 Committee of the Whole meeting discussion and action:

**Description:** Renew agreement with Municipal GIS Partners to provide Geographic Information System services to the Village.

**Background:** The Village is part of a GIS Consortium where GIS services are provided to the Village by Municipal GIS Partners. Municipal GIS Partners (MGP) provides GIS professional services on the consortium's behalf. The agreement with MGP provides 1,648 direct support hours of which approximately 15 days per month an on-site resource is present at the Village.

This agreement is for a one-year term, the Village can terminate this contract with, or without cause, at any time upon ninety (90) day written notice.

**Budget/Finance:** Funding is budgeted and available in the approved FY24 operating budget via the accounts 01-16-000-72652, 60-00-000-72652, 63-00-000-72652, 64-00-000-72652

**Staff Direction Request:** Enter into an agreement with Municipal GIS Partners to provide Geographic Information System services to the Village with the cost of \$230,044.32.

**Attachments:**

1. GIS Consortium service provider contract
2. MGP Statement of Work
3. MGP Insurance



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## **THE VILLAGE OF TINLEY PARK**

**Cook County, Illinois**

**Will County, Illinois**

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### **RESOLUTION NO. 2022-R-123**

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**A RESOLUTION AUTHORIZING A GEOGRAPHIC INFORMATION SYSTEM (GIS)  
CONSORTIUM SERVICE PROVIDER CONTRACT BY AND BETWEEN THE  
VILLAGE OF TINLEY PARK AND MUNICIPAL GIS PARTNERS, INCORPORATED**

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**MICHAEL W. GLOTZ, PRESIDENT  
NANCY M. O'CONNOR, VILLAGE CLERK**

**WILLIAM P. BRADY  
WILLIAM A. BRENNAN  
DIANE M. GALANTE  
DENNIS P. MAHONEY  
MICHAEL G. MUELLER  
COLLEEN M. SULLIVAN  
Board of Trustees**

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**RESOLUTION NO. 2022-R-123****A RESOLUTION AUTHORIZING A GEOGRAPHIC INFORMATION SYSTEM (GIS) CONSORTIUM SERVICE PROVIDER CONTRACT BY AND BETWEEN THE VILLAGE OF TINLEY PARK AND MUNICIPAL GIS PARTNERS, INCORPORATED**

**WHEREAS,** the Village of Tinley Park, Cook and Will Counties, Illinois, is a Home Rule Unit pursuant to the Illinois Constitution of 1970; and

**WHEREAS,** the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have considered entering into a Consortium Service Provider Contract with Municipal GIS Partners, Inc., a true and correct copy of such Contract being attached hereto and made a part hereof as **EXHIBIT 1**; and

**WHEREAS,** the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have determined that it is in the best interests of said Village of Tinley Park that said Contract be entered into by the Village of Tinley Park;

**NOW, THEREFORE, Be It Resolved** by the President and Board of Trustees of the Village of Tinley Park, Cook and Will Counties, Illinois, as follows:

**Section 1:** The Preambles hereto are hereby made a part of, and operative provisions of, this Resolution as fully as if completely repeated at length herein.

**Section 2:** That this President and Board of Trustees of the Village of Tinley Park hereby find that it is in the best interests of the Village of Tinley Park and its residents that the aforesaid "Consortium Service Provider Contract" be entered into and executed by said Village of Tinley Park, with said Consortium Service Provider Contract to be substantially in the form attached hereto and made a part hereof as **EXHIBIT 1**.

**Section 3:** That the President and Clerk of the Village of Tinley Park, Cook and Will Counties, Illinois are hereby authorized to execute for and on behalf of said Village of Tinley Park the aforesaid Contract.

**Section 4:** That this Resolution shall take effect from and after its adoption and approval.

**ADOPTED** this 18<sup>th</sup> day of October, 2022, by the Corporate Authorities of the Village of Tinley Park on a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** this 18<sup>th</sup> day of October, 2022, by the President of the Village of Tinley Park.

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Village President

ATTEST:

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Village Clerk

# **EXHIBIT 1**

## **GEOGRAPHIC INFORMATION SYSTEM (GIS) CONSORTIUM SERVICE PROVIDER CONTRACT**

STATE OF ILLINOIS        )  
COUNTY OF COOK        )       SS  
COUNTY OF WILL        )

CERTIFICATE

I, NANCY M. O’CONNOR, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2022-R-123, “**A RESOLUTION AUTHORIZING A GEOGRAPHIC INFORMATION SYSTEM (GIS) CONSORTIUM SERVICE PROVIDER CONTRACT BY AND BETWEEN THE VILLAGE OF TINLEY PARK AND MUNICIPAL GIS PARTNERS, INCORPORATED,**” which was adopted by the President and Board of Trustees of the Village of Tinley Park on October 18, 2022.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 18<sup>th</sup> day of October, 2022.

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VILLAGE CLERK

## GIS CONSORTIUM SERVICE PROVIDER CONTRACT

This contract (this “**Contract**”) made and entered into this 1st day of January, 2024 (the “**Effective Date**”), by and between the Village of Tinley Park, an Illinois municipal corporation (hereinafter referred to as the “**Municipality**”), and Municipal GIS Partners, Incorporated, 701 Lee Street, Suite 1020, Des Plaines, Illinois 60016 (hereinafter referred to as the “**Consultant**”).

**WHEREAS**, the Municipality is a member of the Geographic Information System Consortium (“**GISC**”);

**WHEREAS**, the Consultant is a designated service provider for the members of GISC and is responsible for providing the necessary professional staffing resource support services as more fully described herein (the “**Services**”) in connection with the Municipality’s geographical information system (“**GIS**”);

**WHEREAS**, the Municipality desires to engage the Consultant to provide the Services on the terms set forth herein; and

**WHEREAS**, the Consultant hereby represents itself to be in compliance with Illinois statutes relating to professional registration applicable to individuals performing the Services hereunder and has the necessary expertise and experience to furnish the Services upon the terms and conditions set forth herein.

**NOW, THEREFORE**, in consideration of the foregoing and of the promises hereinafter set forth, it is hereby agreed by and between the Municipality and the Consultant that:

### SECTION 1 SCOPE OF SERVICES

1.1 Statement of Work. This Contract contains the basic terms and conditions that will govern the overall relationship between the Consultant and the Municipality. The Consultant will provide the Services described in the statement of work attached hereto as **Attachment 1** (“**Statement of Work**”), which shall become a part of and subject to this Contract.

1.2 Supplemental Statements of Work. Any additional services to be performed by the Consultant may be added to this Contract after the Effective Date by the mutual agreement of the parties, which agreement will be evidenced by mutual execution of a Supplemental Statement of Work which shall also be subject to the terms and conditions set forth in this Contract.

1.3 Additional Compensation. If the Consultant wishes to make a claim for additional compensation as a result of action taken by the Municipality, the Consultant shall give written notice of its claim within fifteen (15) days after occurrence of such action. Regardless of the decision of the Municipality Manager relative to a claim submitted by the Consultant, all work required under this Contract as determined by the Municipality Manager shall proceed without interruption.

1.4 Contract Governs. If there is a conflict between the terms of this Contract and the Statement of Work or any Supplemental Statement of Work, unless otherwise specified in such Statement of Work, the terms of this Contract shall supersede the conflicting provisions contained in such Statement of Work.

## **SECTION 2 PERFORMANCE OF WORK**

2.1 All work hereunder shall be performed under the direction of the Village Manager or their designee (hereinafter referred to as the “*Municipality Manager*”) in accordance with the terms set forth in this Contract and each relevant Statement of Work.

## **SECTION 3 RELATIONSHIP OF PARTIES**

3.1 Independent Contractor. The Consultant shall at all times be an independent contractor, engaged by the Municipality to perform the Services. Nothing contained herein shall be construed to constitute a partnership, joint venture or agency relationship between the parties.

3.2 Consultant and Employees. Neither the Consultant nor any of its employees shall be considered to be employees of the Municipality for any reason, including but not limited to for purposes of workers’ compensation law, Social Security, or any other applicable statute or regulation.

3.3 No Authority to Bind. Unless otherwise agreed to in writing, neither party hereto has the authority to bind the other to any third party or to otherwise act in any way as the representative of the other.

## **SECTION 4 PAYMENT TO THE CONSULTANT**

4.1 Payment Terms. The Municipality agrees to pay the Consultant in accordance with the terms and amounts set forth in the applicable Statement of Work, provided that:

(a) The Consultant shall submit invoices in a format approved by the Municipality.

(b) The Consultant shall maintain records showing actual time devoted to each aspect of the Services performed and cost incurred. The Consultant shall permit the authorized representative of the Municipality to inspect and audit all data and records of the Consultant for work done under this Contract. The Consultant shall make these records available at reasonable times during this Contract period, and for a year after termination of this Contract.

(c) The service rates and projected utilization set forth in the applicable Statement of Work shall adjust each calendar year in accordance with the annual rates approved by the Board of Directors of GISC which shall be reflected in a Supplemental Statement of Work.

(d) Payments to the Consultant shall be made pursuant to the Illinois Local Government Prompt Payment Act (50 ILCS 505/1 et seq.).

(e) The Municipality is a tax-exempt municipality and will provide Consultant with a copy of the Municipality's current sales tax exemption certificate. Consultant shall not charge the Municipality any tax incurred by the Consultant for these Services.

4.2 Service Rates. The fees and/or service rates set forth in the Statement of Work and Supplemental Statement of Work include all applicable federal, state, and local taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use of, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by Consultant.

## SECTION 5 TERM

5.1 Initial Term. Subject to earlier termination pursuant to the terms of this Contract, the initial term of this Contract shall commence on the Effective Date and remain in effect for one (1) year (the "**Initial Term**").

5.2 Renewal Terms. The Initial Term may be extended for successive one (1) year periods or for any other period as mutually agreed to in writing and set forth in a Supplemental Statement of Work executed by both parties (each, a "**Renewal Term**").

5.3 Status of this Contract. The expiration of the Initial Term or a Renewal Term shall not terminate or affect the obligations of the Parties to each other under any existing Statement of Work or Supplemental Statement of Work issued pursuant to this Contract, and such Statement of Work or Supplemental Statement of Work shall continue in full force and effect and shall continue to be governed by the terms of this Contract until the expiration or completion of such Statement of Work or Supplement Statement of Work or until such Statement of Work or Supplemental Statement of Work is itself terminated pursuant to this Contract.

## SECTION 6 TERMINATION OF CONTRACT

6.1 Voluntary Termination. Notwithstanding any other provision hereof, (a) the Municipality may terminate this Contract, any Statement of Work, or any Supplemental Statement of Work during the Initial Term or any Renewal Term, with or without cause, at any time upon ninety (90) calendar days prior written notice to the Consultant.; (b) the Consultant may terminate this Contract, any Statement of Work, or any Supplemental Statement of Work, with or without cause, at any time upon one hundred eighty (180) calendar days prior written notice to the Municipality; or (c) following the expiration of the Term of this Agreement, and notwithstanding Section 5.3 of this Agreement, either Party may terminate any Statement of Work or any

Supplemental Statement of Work, with or without cause, upon thirty (30) calendar days prior written notice to the other Party.

6.2 Termination for Breach. Either party may terminate this Contract upon written notice to the other party following a material breach of a material provision of this Contract by the other party if the breaching party does not cure such breach within fifteen (15) days of receipt of written notice of such breach from the non-breaching party.

6.3 Payment for Services Rendered. In the event that this Contract is terminated in accordance with this Section 6, the Consultant shall be paid for services actually performed and reimbursable expenses actually incurred.

6.4 Effect of Termination. Termination of any Statement of Work or Supplemental Statement of Work will have no effect on this Contract. Termination of this Contract will serve to immediately terminate all open Statements of Work and Supplemental Statements of Work, absent a written agreement between the parties otherwise. Termination or expiration of this Contract, any Statement of Work, or any Supplemental Statement of Work will not affect any right or obligation of a party that comes into effect before, upon, or after such termination or expiration, or otherwise survives such termination or expiration, which was incurred by such party prior to such termination or expiration.

## SECTION 7 CONSULTANT PERSONNEL AND SUBCONTRACTORS

7.1 Adequate Staffing. The Consultant must assign and maintain during the term of this Contract and any renewal thereof, an adequate staff of competent employees, agents, or subcontractors (“**Consultant Personnel**”) that is fully equipped, licensed as appropriate and qualified to perform the Services as required by the Statement of Work or Supplemental Statement of Work.

7.2 Availability of Personnel. The Consultant shall notify the Municipality as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Consultant Personnel assigned to provide the Municipality with the Services. The Consultant shall have no claim for damages and shall not bill the Municipality for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the time of performance as a result of any such termination, reassigning, or resignation.

7.3 Use of Subcontractors. The Consultant’s use of any subcontractor or subcontract to perform the Services shall not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Contract. All Services performed under any subcontract shall be subject to all of the provisions of this Contract in the same manner as if performed by employees of the Consultant. Consultant shall be fully responsible and assumes liability for the acts and omissions of all subcontractors directly or indirectly employed by, or working at the direction of, the Consultant in the performance of the Services.

7.4 Removal of Personnel and Subcontractors. Municipality may, upon written notice to Consultant, request that any Consultant Personnel be removed or replaced. Consultant shall



promptly endeavor to replace such Consultant Personnel and Municipality shall have no claim for damages for a delay or extension of the applicable Statement of Work as a result of any such removal or replacement.

7.5 Non-Solicitation of Consultant Employees. The Municipality agrees that during the term of this Contract and for a period of one (1) year thereafter, it shall not, directly or indirectly, through any other person, firm, corporation or other entity, solicit, induce, encourage or attempt to induce or encourage any employee of the Consultant to terminate his or her employment with the Consultant or to breach any other obligation to the Consultant. The Municipality acknowledges that the aforementioned restrictive covenant contained in this Section is reasonable and properly required for the adequate protection of the Consultant's business.

## **SECTION 8**

### **ACCOMMODATION OF CONSULTANT PERSONNEL; MUNICIPAL FACILITIES**

8.1 Facilities, Equipment, and Records. The Municipality shall provide the Consultant with adequate and safe office space, furnishings, records, hardware, software and connectivity to fulfill the objectives of the GIS program including, without limitation, the following:

(a) Office space for the Consultant's Personnel. This space should effectively and securely house all required GIS systems, peripherals and support tools. This space must be available during normal business hours;

(b) Furnishings including adequate desk(s), shelving, and seating for the Consultant's Personnel;

(c) Hardware, software, peripherals, internet access, and network connectivity meeting current minimum technical standards, as determined by Consultant from time to time, to perform the program objectives efficiently; and

(d) Any Municipality data or record which is necessary for carrying out the work as outlined in the Contract, Statement of Work or Supplemental Statement of Work.

8.2 Backup and Recovery Systems. The Municipality shall be responsible for installing, operating and monitoring the backup and recovery systems for all the Municipality's GIS assets that permit the Consultant to continue Services within a reasonable period of time following a disaster or outage. The Consultant shall be responsible for installing, operating and monitoring the backup and recovery systems for all Consultant's assets that permit the Municipality to continue accessing the GISC Materials and Services within a reasonable period of time following a disaster or outage.

8.3 Right of Entry; Limited Access. Consultant's Personnel performing Services shall be permitted to enter upon the Municipality's property in connection with the performance of the Services, subject to those rules established by the Municipality. Consent to enter upon a Municipality's facility given by the Municipality shall not create, nor be deemed to imply, the creation of any additional responsibilities on the part of the Municipality. Consultant's Personnel shall have the right to use only those facilities of the Municipality that are necessary to perform the Services and shall have no right to access any other facilities of the Municipality.

8.4 Compliance with Law. The Municipality shall comply with all applicable local, state, and federal laws including those pertaining to safety, harassment, and discrimination.

## SECTION 9 CONFIDENTIAL INFORMATION; INTELLECTUAL PROPERTY; FOIA

9.1 Municipal Materials. The Consultant acknowledges and agrees that all trademarks, service marks, logos, tradenames and images provided by or on behalf of the Municipality to the Consultant for use in performing the Services and the GIS database (including files created from the database) created by Consultant hereunder (the “***Municipal Materials***”) are the sole and exclusive property of the Municipality. The Consultant acknowledges that this Contract is not a license to use the Municipal Materials except as needed to perform the Services hereunder.

9.2 Third-Party Materials. If applicable, to the extent the Consultant has agreed to obtain and/or license Third-Party Materials on behalf of Municipality, the Consultant shall obtain a license for Municipality to use the Third-Party Materials as part of the Services for the purpose specified in the applicable Statement of Work. “***Third-Party Materials***” shall include, but are not limited to, computer software, script or programming code or other materials owned by third parties and/or any software available from third parties, that is licensed by Consultant for the benefit of the Municipality.

9.3 GISC Materials. It is expressly understood that, excluding the Municipal Materials and Third-Party Materials, all members of GISC and the Consultant may use or share in any improvements or modifications incorporated into any computer software (in object code and source code form), script or programming code used or developed by the Consultant in providing Services hereunder (the “***GISC Materials***”).

(a) The Consultant hereby grants the Municipality a limited, personal, nontransferable, non-exclusive license to use the GISC Materials solely for the purpose of and in connection with the Municipality’s GIS. Upon expiration or termination of this Contract, or at such time the Municipality is no longer a member of GISC or in breach of its obligations hereunder, the Municipality shall not be entitled to or granted a license in future enhancements, improvements or modifications in the GISC Materials. The Municipality may grant a sublicense to a third party that the Municipality engages to maintain or update the GISC Materials in connection with the Municipality’s GIS; provided that such third party agrees in writing to be bound by the license restrictions set forth in this Contract.

(b) The Municipality acknowledges that the Consultant is in the business of providing staffing resource support services and that the Consultant shall have the right to provide services and deliverables to third parties that are the same or similar to the services that are to be rendered under this Contract, and to use or otherwise exploit any GISC Materials in providing such services.

9.4 Confidential Information. In the performance of this Contract, the Consultant may have access to or receive certain information in the possession of the Municipality that is not generally known to members of the public (“***Confidential Information***”). The Consultant acknowledges that Confidential Information includes, but is not limited to, proprietary

information, copyrighted material, educational records, employee data, financial information, information relating to health records, resident account information, and other information of a personal nature. Consultant shall not use or disclose any Confidential Information without the prior written consent of the Municipality. Consultant will use appropriate administrative, technical and physical safeguards to prevent the improper use or disclosure of any Confidential Information received from or on behalf of the Municipality. Upon the expiration or termination of this Contract, Consultant shall promptly cease using and shall return or destroy (and certify in writing destruction of) all Confidential Information furnished by the Municipality along with all copies thereof in its possession including copies stored in any computer memory or storage medium. The term "Confidential Information" does not include information that (a) is or becomes generally available to the public other than as a result of a breach of this Contract by the Consultant; (b) was in the Consultant's or Consultant Personnel's possession on a non-confidential basis from any source other than the Municipality, which source, to the knowledge of the Consultant, is entitled to disclose such information without breach of any obligation of confidentiality; (c) is independently developed by the Consultant without the use of or reference to, in whole or in part, any Confidential Information; (d) required to be disclosed pursuant to a court order issued by a court having jurisdiction thereof (subject to Section 9.5); or (e) information subject to disclosure under FOIA (as defined below in Section 9.6). For avoidance of doubt, it is agreed that the GISC Materials shall not be considered Confidential Information.

9.5 Dissemination of Confidential Information. Unless directed by the Municipality, Consultant shall not disseminate any Confidential Information. If Consultant is presented with a request for documents by any administrative agency or with a subpoena *duces tecum* regarding any Confidential Information which may be in Consultant's possession as a result of Services provided under this Contract, unless prohibited by law, Consultant shall immediately give notice to the Municipality with the understanding that the Municipality shall have the opportunity to contest such process by any means available to it prior to submission of any documents to a court or other third party. Consultant shall not be obligated to withhold delivery of documents beyond the time ordered by a court of law or administrative agency, unless the request for production or subpoena is quashed or withdrawn, or the time to produce is otherwise extended. Consultant shall cause its personnel, staff and subcontractors, if any, to undertake the same obligations regarding confidentiality and dissemination of information as agreed to by Consultant under this Contract.

9.6 Freedom of Information Act Requests. Within four (4) business days after the Municipality's Notice to the Consultant of the Municipality's receipt of a request made pursuant to the Illinois Freedom of Information Act (ILCS 140/1 et seq. – herein "FOIA"), the Consultant shall furnish all requested records in the Consultant's possession which are in any manner related to this Contract or the Consultant's performance of the Services, including but not limited to any documentation related to the Municipality and associated therewith. The Consultant shall not apply any costs or charge any fees to the Municipality or any other person, firm or corporation for its procurement and retrieval of such records in the Consultant's possession which are sought to be copied or reviewed in accordance with such FOIA request or requests. The Consultant shall defend, indemnify and hold harmless the Municipality including its several departments and including its officers and employees and shall pay all of the Consultant's Costs associated with such FOIA request or requests including Costs arising from the Consultant's failure or alleged failure to timely furnish such documentation and/or arising from the Consultant's failure or alleged failure otherwise to comply with the FOIA, whether or not associated with the Consultant's and/or

the Municipality's defense of any litigation associated therewith. In addition, if the Consultant requests the Municipality to deny the FOIA request or any portion thereof by utilizing one or more of the lawful exemptions provided for in the FOIA, the Consultant shall pay all Costs in connection therewith. As used herein, "in the Consultant's possession" includes documents in the possession of any of the Consultant's officers, agents, employees and/or independent contractors; and "Costs" includes but is not limited to attorneys' fees, witness fees, filing fees and any and all other expenses — whether incurred by the Municipality or the Consultant.

9.7 News Releases. The Consultant may not issue any news releases without prior approval from the Municipality Manager nor will the Consultant make public proposals developed under this Contract without prior written approval from the Municipality Manager.

9.8 Survive Termination. The provisions of Section 9.1 and 9.4 through and including 9.8 shall survive the termination of this Contract.

## **SECTION 10 LIMITATION OF LIABILITY**

10.1 THE REPRESENTATIONS SET FORTH IN THIS CONTRACT ARE EXCLUSIVE AND IN LIEU OF ALL OTHER REPRESENTATIONS AND WARRANTIES, EXPRESS OR IMPLIED, ARISING BY LAW OR OTHERWISE, INCLUDING BUT NOT LIMITED TO ANY FITNESS FOR A PARTICULAR PURPOSE OR ANY IMPLIED WARRANTIES ARISING FROM TRADE USAGE, COURSE OF DEALING OR COURSE OF PERFORMANCE. UNDER NO CIRCUMSTANCES SHALL EITHER THE CONSULTANT OR THE MUNICIPALITY BE LIABLE TO THE OTHER FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL OR INCIDENTAL DAMAGES, INCLUDING LOST SALES OR PROFITS, IN CONNECTION WITH THIS CONTRACT, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

## **SECTION 11 CONSULTANT WARRANTY; INDEMNIFICATION; INSURANCE**

11.1 Warranty of Services. The Consultant warrants that the Services shall be performed in accordance with industry standards of professional practice, care, and diligence practiced by recognized consulting firms in performing services of a similar nature in existence at the time of the Effective Date.

11.2 Indemnification. The Consultant shall indemnify and save harmless the Municipality and its officers, employees, and agents from and against any and all loss, liability and damages of whatever nature, including Workmen's Compensation claims by Consultant's employees, in any way resulting from or arising out of the intentional, willful and wanton, negligent and/or gross negligent actions or omissions of the Consultant, the Consultant's employees and agents.

11.3 Insurance. The Consultant must procure and maintain, for the duration of this Contract, insurance as provided in ***Attachment 2*** to this Contract.

11.4 No Personal Liability No official, director, officer, agent, or employee of any party shall be charged personally or held contractually liable by or to the other party under any term or provision of this Contract or because of its or their execution, approval or attempted execution of this Contract.

## SECTION 12 GENERAL PROVISIONS

12.1 Equal Employment Opportunity Clause. In the event of the Consultant's non-compliance with the provisions of this Section 12.1 or the Illinois Human Rights Act, 775 ILCS 5/1-101, *et seq.*, as it may be amended from time to time, and any successor thereto (the "**Act**"), the Consultant may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Contract may be cancelled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Contract, the Consultant agrees as follows:

(a) The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service; and, further, the Consultant will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any underutilization.

(b) That, if the Consultant hires additional employees in order to perform this Contract or any portion of this Contract, the Consultant will determine the availability (in accordance with 44 Ill. Admin. C. 750.5, *et seq.*, as it may be amended from time to time, and any successor thereto (the "**Applicable Regulations**")) of minorities and women in the areas from which the Consultant may reasonably recruit and the Consultant will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.

(c) That, in all solicitations or advertisements for employees placed by the Consultant or on the Consultant's behalf, the Consultant will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service.

(d) That the Consultant will send to each labor organization or representative of workers with which the Consultant has or is bound by a collective bargaining or other agreement or understanding, a notice advising the labor organization or representative of the Consultant's obligations under the Act and the Applicable Regulations. If any labor organization or representative fails or refuses to cooperate with the Consultant in the Consultant's efforts to comply with the Act and the Applicable Regulations, the Consultant will promptly notify the Illinois Department of Human Rights (the "**Department**") and the Municipality and will recruit employees from other sources when necessary to fulfill its obligations under the Contract.

(e) That the Consultant will submit reports as required by the Applicable Regulations, furnish all relevant information as may from time to time be requested by the Department or the Municipality, and in all respects comply with the Act and the Applicable Regulations.

(f) That the Consultant will permit access to all relevant books, records, accounts and work sites by personnel of the Municipality and the Department for purposes of investigation to ascertain compliance with the Act and the Department's Rules and Regulations.

(g) That the Consultant will include verbatim or by reference the provisions of this Section 12.1 in every subcontract awarded under which any portion of the Contract obligations are undertaken or assumed, so that the provisions will be binding upon the subcontractor. In the same manner as with other provisions of this Contract, the Consultant will be liable for compliance with applicable provisions of this Section 12.1 by subcontractors; and further the Consultant will promptly notify the Municipality and the Department in the event any subcontractor fails or refuses to comply with the provisions. In addition, the Consultant will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

12.2 No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 et seq. of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 et seq.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq.

12.3 Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

12.4 Compliance with Laws and Grants. Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., and the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq. Consultant shall also comply with all conditions of any federal, state, or local grant received by Municipality or Consultant with respect to this Contract or the Services.

12.5 Assignments and Successors. This Contract and each and every portion thereof shall be binding upon the successors and the assigns of the parties hereto; provided, however, that

no assignment, delegation or subcontracting shall be made without the prior written consent of the Municipality.

12.6 Severability. The parties intend and agree that, if any paragraph, subparagraph, phrase, clause, or other provision of this Contract, or any portion thereof, shall be held to be void or otherwise unenforceable, all other portions of this Contract shall remain in full force and effect.

12.7 Third Party Beneficiary. No claim as a third party beneficiary under this Contract by any person, firm, or corporation other than the Consultant shall be made or be valid against the Municipality.

12.8 Waiver. No waiver of any provision of this Contract shall be deemed to or constitute a waiver of any other provision of this Contract (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Contract.

12.9 Governing Laws. This Contract shall be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois. Venue shall reside in Cook County, Illinois.

12.10 Headings. The headings of the several paragraphs of this Contract are inserted only as a matter of convenience and for reference and in no way are they intended to define, limit, or describe the scope of intent of any provision of this Contract, nor shall they be construed to affect in any manner the terms and provisions hereof or the interpretation or construction thereof.

12.11 Modification or Amendment. This Contract constitutes the entire Contract of the parties on the subject matter hereof and may not be changed, modified, discharged, or extended except by written amendment or Supplemental Statement of Work duly executed by the parties. Each party agrees that no representations or warranties shall be binding upon the other party unless expressed in writing herein or in a duly executed amendment hereof.

12.12 Attachments. Attachments 1 and 2 are attached hereto, and by this reference incorporated in and made a part of this Contract. In the event of a conflict between any Attachment and the text of this Contract, the text of this Contract shall control.

12.13 Rights Cumulative. Unless expressly provided to the contrary in this Contract, each and every one of the rights, remedies, and benefits provided by this Contract shall be cumulative and shall not be exclusive of any other such rights, remedies, and benefits allowed by law.

12.14 Good Faith Negotiation. Before commencing any legal action, the parties agree to enter into good faith negotiations to resolve any controversy, claim, or dispute (“*Dispute*”). Such good faith negotiations shall commence promptly upon a party’s receipt of notice of any Dispute from the other party and continue for a period of fourteen (14) days or any period of time as mutually agreed upon.

12.15 Notices. All notices, reports and documents required under this Contract shall be in writing (including prepaid overnight courier, electronic transmission or similar writing) and shall

be given to such party at its address or e-mail address set forth below, or at such other address or e-mail address as such party may hereafter specify from time to time. Each such notice shall be effective (i) if given by first class mail or prepaid overnight courier, when received, or (ii) if sent to an e-mail address, upon the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return e-mail or other written acknowledgment).

If to Municipality: Village of Tinley Park  
16250 Oak Park Ave  
Tinley Park, IL 60477  
Attention: Anthony Ardolino  
E-mail: aardolino@tinleypark.org

If to Consultant: Municipal GIS Partners, Incorporated  
701 Lee Street, Suite 1020  
Des Plaines, IL 60016  
Attention: Thomas Thomey  
E-mail: tthomey@mgpinc.com

12.16 Force Majeure. No party to this Contract shall be responsible or liable for, or deemed in breach hereof because of, any delay in the performance of its respective obligations under this Contract to the extent that such delay is due substantially to circumstances beyond the party's reasonable control and without the fault or negligence of the party experiencing such delay. Such circumstances may include, but are not limited to, any act of God, fire or other casualty, epidemic, quarantine, "stay home" or similar order, strike or labor dispute, embargo, war or violence, act of terrorism, or any law, order, proclamation, ordinance, demand, requirement, action or inaction of any national, state, provincial, local, or other government or governmental agency (each, a "**Force Majeure**"). Upon the occurrence of a Force Majeure, the party experiencing the Force Majeure shall notify the other party in writing immediately following such Force Majeure, but in no case later than three (3) business days after such party becomes aware of the occurrence of the Force Majeure. The written notification shall provide a reasonably detailed explanation of the Force Majeure.

12.17 Counterpart Execution. This Contract, Statement of Work or any Supplemental Statement of Work may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

12.18 Tort Immunity Defenses. Nothing contained in the Contract is intended to constitute, and nothing in the Contract will constitute, a waiver of the rights, defenses, and immunities provided or available to the Municipality under the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10 et seq. or any other applicable State law.

[REMAINDER INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]



IN WITNESS WHEREOF, the undersigned have placed their hands and seals hereto as of the date first above written.

ATTEST:	VILLAGE OF TINLEY PARK
By: _____	By: _____
Name: _____	Name: _____
Its: _____	Its: _____

ATTEST:	CONSULTANT: MUNICIPAL GIS PARTNERS, INCORPORATED
By: <u>Donna J. Thomey</u>	By: <u>Thomas A. Thomey</u>
Name: Donna Thomey	Name: Thomas A. Thomey
Its: Management Support Specialist	Its: President

**Attachment 1**

**Statement of Work  
to  
GIS Consortium Service Provider Contract**

(see attached)

**Attachment 2**

**Insurance  
to  
GIS Consortium Service Provider Contract**

(see attached)



## **Attachment 1 - Statement of Work**

### **To GIS Consortium Service Provider Contract**

### **About Municipal GIS Partners (MGP)**

MGP (the Consultant) is the Service Provider to the GIS Consortium (GISC). It is necessary that each GISC member enter into an annual agreement with the Consultant (GISC Service Provider) to maintain their standing as a GISC member.

GISC Membership includes:

- Complete GIS program staffing with technology cost distribution across GISC members
- User and license access to all membership solutions and products
- Access to and participation in collaborative opportunities to share ideas and solutions

The Included Services section below expands on services provided by this agreement.

### **General Purpose**

The Consultant will perform all or part of the Village of Tinley Park (the Municipality) geographic information system (GIS) management, development, operation, and maintenance as directed by the Municipality. In addition to supporting the GIS program, the Consultant will identify opportunities for continued program development and enhancement.

### **Program Staffing**

The Consultant provides all the requisite staffing and skillsets required to manage the Municipality program including:

- Technical professionals assigned directly to the Municipality
- Advanced technical support staff for analysis, system integration, and escalation
- Systems analysts for ensuring product, solution, and infrastructure performance
- Professional program managers for ensuring service levels

### **Direct Program Hours**

Services related to the direct management, development, operation, and maintenance of the Municipality program required to support the system

**Team Access During Normal Working Hours**

The Consultant typically works Monday through Friday 8:00AM to 5:00PM. The Municipality has direct access to the staff assigned to the Municipality. Alternatively, the Municipality can call the Consultant's general telephone number or submit an email to Consultant's service desk for service.

**Emergency Event Support**

The Consultant will support Municipality emergency events within a reasonable timeframe of notification and work to staff the event for its duration. These services are not limited to normal business hours.

The Service Level section below expands on the program staffing services included in this agreement.

**Staffing Allocation**

Pursuant to the GISC membership agreement and bylaws all members must contract for a service level consistent with the allocation practices as prescribed by the GISC. The direct program staffing allocation for the Municipality for this agreement period is:

**Agreement Period: January 1, 2024, through December 31, 2024**

**Direct Program Hours: 1,648.00**

**Onsite presence: Average of 15.45 days per month; estimated based upon 90 percent of the direct program hours, provided the Municipality and Consultant shall consult with each other in good faith from time to time on the advisability of flexible work arrangements whereby the program hours may be completed off-site, particularly in circumstances where the assigned staff and program are meeting or exceeding expectations.**

**Fees and Expenses**

The fee for the staffing allocation set forth above is **\$19,170.36** per month. The total contract value for the agreement period is **\$230,044.32**. Such fee does not include taxes or any reimbursable out-of-pocket expenses that may be incurred by the Consultant.

**Included Services**

This section identifies the professional staffing, products and solutions, and business structures included in this service agreement. The Municipality is responsible for identifying and prioritizing the aspects of the services that are most important. The Consultant is responsible for implementing those priorities and communicating progress.

**Staffing and Program Management**

The Consultant provides the required staffing and organization with the skills and expertise to manage, develop, and maintain the system per the Municipality's priorities which includes GISC shared infrastructure, platforms, products and solutions. Services include:

1. Program consulting and reporting with all Municipality departments
2. Data creation, management, and quality control
3. Project identification, management, and delivery
4. Shared solution implementation

5. ERP and department system GIS integration
6. User training and onboarding
7. Resource management and scheduling

### **Data Management**

The Consultant is responsible for managing the GIS and related data based on priorities as directed by the Municipality.

#### **Primary Layers:**

Addresses, parcels, buildings, streets, railroads, water utilities, sewer utilities, municipal boundary, zoning districts, planned unit developments, variances, TIF districts, special use permits, annexations, signs, trees, recreation areas, bike paths, water features, school districts, emergency response boundaries, refuse collection, and legislative districts.

#### **Municipality Priority Layers**

The Consultant's local government data model has over 260 standard layers. Included in this service is the identification, creation, and management of layers as directed by the Municipality.

#### **Data Quality**

One of the primary accountabilities of the Consultant is to ensure that Primary and Municipality Priority layers are of high-quality. Practices employed include:

1. Daily data quality reporting and alerting
2. Mistake proofing databases, processes, and productivity tools
3. Address Verification to identify discrepancies between Municipality ERP and department systems
4. Utility system integrity leveling for completeness, field accuracy and timeliness
5. Formation and support of key data stakeholder teams
6. Data management documentation for Municipality layers

### **Products and Solutions**

GISC Membership includes unlimited access to the products and solutions developed by the Consultant for the GISC and its members. The Consultant is accountable for:

1. Collaboration with third party vendors and partners
2. Deploying shared solutions for the Municipality
3. Identifying and communicating new solution opportunities
4. Managing existing solutions to agreed service levels
5. Infrastructure monitoring, alerting and mitigation
6. Patching, updating, and securing shared infrastructure
7. Researching and evaluating opportunities for development
8. Resource planning and scheduling
9. Scalability planning and right sizing
10. Technical documentation
11. Testing and quality certification

### Solution List

The following are the primary products and solutions provided by the Consultant through membership in the GISC:

1. **Address Pre-Check:** A tool to standardize address data in Municipality systems and workflows.
2. **Address Verification:** A product to assess and score community address quality across department systems.
3. **Asset Management and Manager Dashboards:** A solution that enables the Municipality to manage and visualize infrastructure data and maintenance
4. **Community Map Viewer:** A publicly accessible map viewer designed for residents and businesses
5. **Community-Portal:** An address-based portal that integrates and organizes department data for staff, residents, and local businesses
6. **Financial Forecasting:** A tool to project future infrastructure replacement costs
7. **Local Government Data Model:** A database standard developed for, and in partnership, with members of the GISC
8. **myGIS:** A secure staff accessible mapping system to discover and analyze all Municipality GIS data
9. **Story Maps:** A customizable web application to communicate information to the public in a simple and meaningful way
10. **Utility Leveling:** A data quality measurement system to access the ability of utility data to support local government business processes

### Service Level Agreement

The Consultant is responsible for managing the quality and availability of GISC infrastructure and solutions. These parameters are determined by GISC Board policy and included in these services.



## Attachment 2 - Insurance

### To GIS Consortium Service Provider Contract

#### Consultant's Insurance

Consultant shall procure and maintain, for the duration of this Contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, employees or subcontractors.

- A. Minimum Scope of Insurance: Coverage shall be at least as broad as:
  - 1. Insurance Services Office Commercial General Liability occurrence form CG 0001 with the Municipality named as additional insured, on a form at least as broad as the ISO Additional Insured Endorsement CG 2010 and CG 2026.
  - 2. Insurance Service Office Business Auto Liability coverage form number CA 0001, Symbol 01 "Any Auto" with the Municipality named as additional insured, on a form at least as broad as the ISO Additional Insured Endorsement.
  - 3. Workers' Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance (the policy shall include a 'waiver of subrogation').
- B. Minimum Limits of Insurance: Consultant shall maintain limits no less than:
  - 1. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000 or a project/contract specific aggregate of \$1,000,000.
  - 2. Business Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
  - 3. Workers' Compensation and Employers' Liability: Workers' Compensation coverage with statutory limits and Employers' Liability limits of \$500,000 per accident.
- C. Deductibles and Self-Insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by the Municipality. At the option of the Municipality, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as it respects the Municipality, its officials, agents, employees and volunteers; or (2) the Consultant shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.



D. Other Insurance Provisions: The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages: The Municipality, its corporate authorities, officials, officers, agents, employees, and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, leased or used by the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the Municipality, its officials, agents, employees and volunteers.
2. The Consultant's insurance coverage shall be primary as respects the Municipality, its corporate authorities, officials, officers, agents, employees, and volunteers. Any insurance or self-insurance maintained by the Municipality, its officials, agents, employees and volunteers shall be excess of Consultant's insurance and shall not contribute with it.
3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Municipality, its corporate authorities, officials, officers, agents, employees, and volunteers.
4. The Consultant's insurance shall contain a Severability of Interests/Cross Liability clause or language stating that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not "follow form," then the Consultant shall be required to name the Municipality, its corporate authorities, officials, officers, agents, employees, and volunteers as additional insureds
6. All general liability coverages shall be provided on an occurrence policy form. Claims-made general liability policies will not be accepted.
7. The Consultant and all subcontractors hereby agree to waive any limitation as to the amount of contribution recoverable against them by the Municipality. This specifically includes any limitation imposed by any state statute, regulation, or case law including any Workers' Compensation Act provision that applies a limitation to the amount recoverable in contribution such as *Kotecki v. Cyclops Welding*. Consultant agrees to indemnify and defend the Municipality from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, which the Municipality may sustain as a result of personal injury claims by Consultant's employees, except to the extent those claims arise as a result of the Municipality's own negligence.

E. All Coverages: Each insurance policy required by this paragraph shall be endorsed to state that coverage shall not be suspended, voided, cancelled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Municipality.

- F. Acceptability of Insurers: Insurance is to be placed with insurers with a Best's rating of no less than A-, VII and licensed to do business in the State of Illinois.
- G. Verification of Coverage: Consultant shall furnish the Municipality with certificates of insurance naming the Municipality, its corporate authorities, officials, officers, agents, employees, and volunteers as additional insured's and with original endorsements, affecting coverage required herein. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Municipality before any work commences. The Municipality reserves the right to request full certified copies of the insurance policies and endorsements.

# STAFF COMMENT

# **BOARD COMMENT**

# PUBLIC COMMENT

# **EXECUTIVE SESSION**