

**NOTICE OF REGULAR MEETING
OF THE
VILLAGE BOARD OF TINLEY PARK**

A Regular Meeting of the Mayor and Board of Trustees of the Village of Tinley Park is scheduled for March 1, 2016, beginning at 8:00 p.m. in the

SOUTH EXHIBIT HALL

***TINLEY PARK CONVENTION CENTER
18451 CONVENTION CENTER DRIVE, TINLEY PARK, IL***

A copy of the agenda for this meeting is attached hereto.

Patrick E. Rea
Clerk
Village of Tinley Park

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, March 1, 2016, beginning at 8:00 P.M. in the South Exhibit Hall located in the **TINLEY PARK CONVENTION CENTER 18451 CONVENTION CENTER DRIVE, TINLEY PARK IL 60477**

- 8:00 P.M. 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 FEBRUARY 16, 2016.

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

COMMENTS: _____

ITEM #3

SUBJECT: CONSIDER APPROVAL OF THE FOLLOWING CONSENT AGENDA ITEMS:

- A. CONSIDER A REQUEST FROM ST. GEORGE SCHOOL BOARD TO CONDUCT A RAFFLE FROM MARCH 1, 2016 THROUGH MAY 7, 2016 WITH THE WINNER BEING DRAWN ON MAY 7, 2016 AT ST. GEORGE SCHOOL.

- B. CONSIDER A REQUEST FROM ST. GEORGE CATHOLIC CHURCH TO CONDUCT A RAFFLE ON SATURDAY, MARCH 12, 2016 WITH THE WINNER BEING DRAWN THAT DAY AT ST. GEORGE’S O’CONNELL HALL.

- C. PAYMENT OF OUTSTANDING BILLS IN THE AMOUNT OF \$1,125,000.34 AS LISTED ON THE VENDOR BOARD APPROVAL REPORTS DATED FEBRUARY 19TH AND FEBRUARY 26, 2016.

ACTION: Discussion: Consider approval of consent agenda items.

COMMENTS: _____

ITEM #4

SUBJECT: CONSIDER THE APPOINTMENT OF KEVIN WORKOWSKI TO THE POSITION OF PUBLIC WORKS DIRECTOR – **Trustee Younker**

ACTION: Discussion: With the resignation of the Village’s previous Public Works Director, a vacancy was created for the position. The Village advertised the Public Works Director position to both internal and external candidates and received 46 applications for the position. Interviews with four (4) candidates were conducted. Upon completion of the interviews, it was recommended that Kevin Workowski be appointed to the Public Works Director Position. Mr. Workowski has worked with the Village since 1987 in multiple positions within the Public Works Department, with the last 14 years in management positions. Consider concurring with the recommendation of Mayor Seaman and appoint Kevin Workowski to the Position of Public Works Director.

COMMENTS: _____

ITEM #5

SUBJECT: CONSIDER ENTERING INTO A LETTER OF ENGAGEMENT BETWEEN THE MAYOR, CLERK AND INDIVIDUAL MEMBERS OF THE VILLAGE BOARD OF TRUSTEES AND WINSTON & STRAWN LLP TO PROVIDE LEGAL ADVICE IN CONNECTION WITH THE APPROVAL PROCESS FOR THE CONSTRUCTION OF “THE RESERVE” PROPOSED DEVELOPMENT AT 183RD STREET AND OAK PARK AVENUE. – **Trustee Maher**

ACTION: Discussion: Village Staff was directed to identify independent counsel for an internal investigation into the approval process for the construction of the proposed “The Reserve” proposed development at 183rd Street and Oak Park Avenue. In connection with that request, Winston & Strawn LLP will be conducting an investigation so that they can develop the factual information necessary to render legal advice to the Village Board. Consider entering into a Letter of Engagement between the Mayor, Clerk, and Board of Trustees of the Village of Tinley Park and Winston & Strawn LLP to provide legal advice in connection with the approval process for the construction of the proposed “The Reserve” development at 183rd Street and Oak Park Avenue.

COMMENTS: _____

ITEM #6

SUBJECT: CONSIDER RESOLUTION NUMBER 2016-R-007 APPROVING A FINAL PLAT OF SUBDIVISION FOR BROOKSIDE MEADOWS PUD, PHASE II LOCATED GENERALLY NORTH OF LAPORTE ROAD AND WEST OF LONGMEADOW DRIVE AND WITHIN THE BROOKSIDE MEADOWS PLANNED UNIT DEVELOPMENT– **Trustee Vandenberg**

ACTION: Discussion: The Applicant, Crana Homes, represented by Ted Virgilio of Branecki-Virgilio & Associates, Inc., seeks approval of the Final Plat of Subdivision for the Brookside Meadows Planned Unit Development, Phase II. The preliminary plans for Phase II included a total of 15 buildings with a total of 58 single-family attached units (called “Townhomes” within the plan). A majority of the buildings contain 4 units, but 2 are proposed to contain 3 units. The final plat of subdivision is consistent with the number of buildings and units proposed in the preliminary planning stages. The Brookside Meadows Planned Unit Development (45 acres) was approved in 2006 by the Plan Commission and Village Board. The Planned Unit Development approval provided the conceptual plat approval for the subdivision. The Village Attorney and the Village Engineer have reviewed the Final Plat of Subdivision for Phase II and find it to be acceptable. The Plan Commission reviewed the Final Plat at its February 4, 2016 regular meeting and unanimously recommended approval. **Consider removing this Resolution from the table and concurring with the recommendation of the Plan Commission and directing the Village Attorney to prepare a Resolution approving the Final Plat of Subdivision with this constituting first reading.**

COMMENTS: _____

ITEM #7

SUBJECT: CONSIDER ADOPTING ORDINANCE NUMBER 2016-O-005 GRANTING A VARIATION FROM THE MAXIMUM ALLOWABLE FREESTANDING SIGN HEIGHT FOR INTERNATIONAL KIA AT 8301 W. 159TH STREET AND WITHIN THE B-5 (AUTOMOTIVE SERVICE) ZONING DISTRICT – **Trustee Vandenberg**

ACTION: Discussion: The Petitioners, Brittany Bowen and Tabitha Bowen of All-Right Sign, Inc. on behalf of Pattison Sign Group and International KIA, are requesting a four foot, one and one-fourth inch (4’ 1 ¼”) sign height Variation from Section IX.D.4.a.(2) of the Zoning Ordinance where the maximum allowable sign height is ten feet (10’). This Variation would allow the Petitioners to construct a freestanding sign with a maximum height of fourteen feet, one and one-fourth inches (14’ 1 ¼”) at the north side of the property at 8301 W. 159th Street in the B-5 (Automotive Service) Zoning District and within the Gray Properties 159th Street Commercial Subdivision.

According to the Petitioners’ application, the Variation has been requested due to the need to remain competitive with nearby car dealerships and to be compliant with corporate standards. The proposed sign is lower than the existing sign at the site that was used by a former car dealership (MINI of Tinley Park), which was granted a Variation in 2014 (Ordinance 2014-O-002).

The Zoning Board of Appeals held a Public Hearing on January 28, 2016 and after consideration of the Findings of Fact, voted 5-1 in favor of recommending the requested Variation, as proposed. **This Ordinance is eligible for adoption.**

COMMENTS: _____

ITEM #8

SUBJECT: CONSIDER ADOPTING ORDINANCE NUMBER 2016-O-006 GRANTING A VARIATION FROM THE REQUIRED FRONT YARD SETBACK TO JASON AND MONICA RUBAN FOR A FENCE FOR THE PROPERTY LOCATED AT 18251 S. 64TH COURT AND WITHIN THE R-4 (SINGLE-FAMILY RESIDENTIAL) ZONING DISTRICT – **Trustee Vandenberg**

ACTION: Discussion: The Petitioners, Jason and Monica Ruban, seek approval for a twenty-five foot (25') front yard setback Variation from Section V.B. Schedule II (Schedule of District Requirements) of the Zoning Ordinance where the front yard setback requirement is twenty-five feet (25'). This Variation would allow the Petitioners to construct a five foot (5') tall PVC fence at a zero foot (0') setback on the south (183rd Street) side of this corner lot at 18251 S. 64th Court in the R-4 (Single-Family Residential) Zoning District and within Pasquinelli's Willowlane Subdivision.

The Variation has been requested in order for the property owner to replace an existing fence. A previous homeowner installed the existing fence in 2000 with a building permit but without a Variation. The existing fence was damaged recently and the Petitioners have proposed to construct the new fence at the same location.

The Zoning Board of Appeals held a Public Hearing on January 28, 2016 and after consideration of the Findings of Fact, voted 6-0 in favor of recommending the requested Variation with one condition: requiring a diagonal corner cut to the southeast corner of the fence. This condition was recommended to ensure adequate line-of-sight for people traversing the public sidewalks near the south and east sides of the Petitioner's property. The Police Department has recommended that this diagonal corner cut setback be a minimum of five feet (5') from each property line. **This Ordinance is eligible for adoption.**

COMMENTS: _____

ITEM #9

SUBJECT: CONSIDER ORDINANCE NO. 2016-O-009 ADOPTING THE FIRST ADDENDUM TO MABAS MASTER AGREEMENT – **Trustee Grady**

ACTION: Discussion: For several years the Village has been part of Mutual Aid Box Alarm System (MABAS) intergovernmental agreement. MABAS is an interagency agreement between public safety entities/agency's to provide for mutual aid between departments when needed. Historically, mutual aid services have been provided without compensation between departments. MABAS has requested a change that would allow for compensation back to responding departments during instances of extended assistance (more than 8 consecutive hours). Under the proposed addendum, the responding/assisting agency may request reimbursement for their services provided to another department during the extended assistance, but it is not required. The proposed addendum outlines the parameters and recommended rates that MABAS agencies may charge for services. The proposed addendum also indicates that invoices for services should be issued within 30 days of the date(s) of service. As has always been the case, the Village also will retain its right to terminate participation in MABAS with 90 days notice. **Consider Ordinance No. 2016-O-009 Adopting the First Addendum to the MABAS Master Agreement. This Ordinance is eligible for first reading.**

COMMENTS: _____

ITEM #10

SUBJECT: CONSIDER REJECTING THE BIDS FOR THE VARIABLE FREQUENCY DRIVES (VFD’S) AT POST 1- **Trustee Younker**

ACTION: Discussion: Funds in the amount of \$40,000 were included in the current fiscal year for replacement of two (2) of the four (4) variable frequency drives (VFD) at the Village’s Post 1 pump station. The variable frequency drives assist the Village’s pump stations in providing potable water to over 100,000 residents in the retail and wholesale service area(s). Bids were opened and read publicly on Wednesday, January 6, 2016, as follows

Contractor	Bid Amount
Continental Construction	\$46,000
Metropolitan Industries	\$49,200

In performing the necessary due diligence, it was discovered that both submittals contained deficiencies that were deemed by the Village to declare both bidders to be categorized as non-responsive or responsible specific to the bid specifications. In addition, both bids exceed the Village’s budgeted amount for this project. Staff will be seeking alternative solutions to make the necessary repairs to the VFDs. This item was discussed at the February 16, 2016 Public Works Committee and recommended for approval. **Consider Rejecting the Bids for the Variable Frequency Drives at Post 1.**

COMMENTS: _____

ITEM #11

SUBJECT: CONSIDER APPROVING A CONTRACT WITH THE TINLEY PARK CONVENTION CENTER FOR USE OF THE FACILITY TO HOST THE ANNUAL DISCOVER TINLEY COMMUNITY EXPO ON SATURDAY, APRIL 2, 2016 - **Trustee Younker**

ACTION: Discussion: The Community Resources Commission has been hosting the Discover Tinley community expo since 1977. The community expo has been drawing 3000 – 5000 people to the convention center annually and provides an opportunity for the 160+ participating businesses, services and fraternal organizations to showcase their offerings to current and prospective Tinley Park residents. The contract amount is \$15,000 for the rental of the convention center (which reflects a discount from the normal rate) plus \$1,573 in additional estimated charges for food and gratuities. These costs were included in the FY16 budget. **Consider awarding the contract with the Tinley Park Convention Center for the use of the facility to host the annual Discover Tinley Community Expo on Saturday, April 2, 2016 in an amount not to exceed \$16,573.**

COMMENTS: _____

ITEM #12

SUBJECT: CONSIDER ORDINANCE NO. 2016-O-008 AMENDING CHAPTER 31 OF TITLE III OF THE TINLEY PARK MUNICIPAL CODE – INTERNAL AUDITOR – **Trustee Brady**

ACTION: Discussion: The proposed Ordinance would amend Chapter 31 of the Tinley Park Municipal Code for the purposes of creating the Office of Internal Auditor in the Village of Tinley Park. The duties of the Internal Auditor shall be to report directly to the Village’s Budget, Audit and Administration Committee. The Internal Auditor shall also perform work/duties as assigned to him or her by the Budget, Audit and Administration Committee. Examples of potential duties of the Internal Auditor, include, but are not limited to, the following:

- Review, assess and identify improvements in processes related to monies due to the Village;
- Review, assess and identify improvements in processes related to expenditures; and
- Perform payroll audits.

This item was discussed at the February 16, 2016 Budget & Administration Committee and recommended for approval. Consider Ordinance No.2016-O-008 Amending Chapter 31 of Title II of the Tinley Park Municipal Code –Internal Auditor. **This Ordinance is eligible for first reading.**

COMMENTS: _____

ITEM #13

SUBJECT: CONSIDER ADOPTING RESOLUTION NUMBER 2016-R-008 APPROVING THE PLACEMENT OF ARMY ASSET EQUIPMENT ON PUBLICLY OWNED LAND - **Trustee Brady**

ACTION: Discussion: The VFW is preparing application to the U.S. Army Donations Program to receive a piece of surplus military equipment for the benefit of the Veterans Commission, VFW, and American Legion, and all Veterans of Tinley Park. The application requires approval to place the equipment on public property. This Resolution authorizes the army asset equipment to be placed on publicly owned land in the Village of Tinley Park and commits the Village to paying a cost not to exceed \$10,000 for the demilitarization and transportation of the equipment. The exact location for display will be determined once the piece of equipment is known. It is expected that it will be placed somewhere along Veterans Parkway depending on the type of equipment that is received. The address that is used is used only to designate the vicinity of the equipment. **This Resolution is eligible for adoption.**

COMMENTS: _____

ITEM #14

SUBJECT: CONSIDER ADOPTING ORDINANCE 2016-O-007 AMENDING SECTION 50.025 OF CHAPTER 50 OF TITLE V OF THE TINLEY PARK MUNICIPAL CODE – WATER BILLS – **Trustee Brady**

ACTION: Discussion: At least as early as 1977, the Village had allowed 15 days for payment of the quarterly utility (water and sewer) bills before a 10% late charge would be assessed against the outstanding balance due. The due date was subsequently extended to 20 days. A survey was recently conducted on behalf of the Budget, Audit, and Administration Committee that indicated that the 10% late charge appears to be the most common rate used by municipal water utilities throughout Illinois. Upon review at its meeting held on January 26, 2016, the Budget, Audit, and Administration Committee expressed a desire to extend the time that customers could pay their utility bills without late fee, as well as reduce the rate of the late fee charged. This ordinance effects the changes authorized by the Committee to extend the due date for the utility bills from 20 to 25 days and reduce the rate of the late charge from 10% to 5%. Additionally, the application of the late charge is changed to be calculated against the current billing charges and not against any prior balances that may still be outstanding. Tinley Park utility customers also have the ability to create their own “budget billing” by making pre-payments against their accounts at any time. These payments will reduce the balance owed when the quarterly bill is issued. Customers can also access their accounts online to view consumption history, make a one-time payment, or to set up automatic bill payments with their preferred bank account or credit card. From the Village website, www.tinleypark.org, click on Residents and scroll to Utility Bill Pay Options for more information. Following the adoption of this ordinance, these changes will become applicable to the utility bills dated April 1, 2016 and thereafter. **This Ordinance is eligible for adoption.**

COMMENTS: _____

ITEM #15

SUBJECT: INAUGRAL VILLAGE OF TINLEY PARK TOWN HALL MEETING – **Mayor Seaman**

ACTION: Discussion: The first of what is hoped will be periodic Village Board Town Hall meetings at regional locations throughout the Village.

COMMENTS: _____

ITEM #16

SUBJECT: RECEIVE COMMENTS FROM THE BOARD AND STAFF

COMMENTS: _____

ITEM #17

SUBJECT: RECEIVE COMMENTS FROM THE PUBLIC

COMMENTS: _____

ITEM #18 ADJOURNMENT