

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, February 21, 2017, beginning at 7:30 P.M. in the Council Chambers at the Village Hall of Tinley Park, 16250 South Oak Park Avenue, Tinley Park, Illinois.

7:30 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 7, 2017.

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

COMMENTS: _____

ITEM #3

SUBJECT: CONSIDER APPROVAL OF THE FOLLOWING CONSENT AGENDA ITEMS:

- A. CONSIDER REQUEST FROM MERCY HOME FOR BOYS & GIRLS TO CONDUCT A FUNDRAISER ON SATURDAY, MARCH 18 AND SUNDAY, MARCH 19, 2017 AT CERTAIN INTERSECTIONS IN THE VILLAGE OF TINLEY PARK.
- B. CONSIDER REQUEST FROM ST. GEORGE SCHOOL TO CONDUCT A RAFFLE FROM FEBRUARY 24 THROUGH MAY 5, 2017, WITH THE WINNER BEING DRAWN ON FRIDAY, MAY 5, 2017 AT ST. GEORGE SCHOOL.

- C. PAYMENT OF OUTSTANDING BILLS IN THE AMOUNT OF \$2,797,983.94 AS LISTED ON THE VENDOR BOARD APPROVAL REPORTS DATED FEBRUARY 10 AND FEBRUARY 17, 2017.

ACTION: Discussion: Consider approval of consent agenda items.

COMMENTS: _____

ITEM #4

SUBJECT: CONSIDER RECOGNIZING THE STUDENTS INVOLVED IN THE 2017 “YOUTH IN GOVERNMENT” PROGRAM – **Trustee Younker**

ACTION: Discussion: The following students participated in the 2017 “Youth in Government” program sponsored by the Village of Tinley Park Community Resource Commission:

<u>Tinley Park High School</u>	<u>Andrew High School</u>	<u>Lincoln Way East High School</u>
Kaizha King	Matthew Hultman	Cassidy Mikrut
Victoria Soliz	Seth Myers	Taylor Doyle
Caroline Oczachowski	Alexis Burnett	Brendan Radecky
Katelyn Sanders	Kya Sanchez	
Sean Ford	Scott Noreikis	<u>Marian Catholic High School</u>
Zach Nelson	Brett Hanna	Ben Anderson
Abbey Ragan		
Abbey Zatkalik		
Mary O’Brien		

COMMENTS: _____

ITEM #5

SUBJECT: CONDUCT A SWEARING IN CEREMONY FOR POLICE OFFICERS MATTHEW HIMMELMANN AND VINCENT VAN SCHOUWEN - **Clerk Rea**

ACTION: Discussion: Clerk Rea will swear in Police Officers Matthew Himmelmann and Vincent Van Schouwen.

COMMENTS: _____

ITEM #6

SUBJECT: CONSIDER APPOINTING JAY DAMM AS AN ASSOCIATE MEMBER TO THE TINLEY PARK BRAND LEADERSHIP SUBCOMMITTEE OF THE MAINSTREET COMMISSION – Mayor Seaman/Trustee Maher

ACTION: Discussion: Consider appointment for the Tinley Park Brand Leadership Subcommittee.

COMMENTS: _____

ITEM #7

SUBJECT: CONSIDER ORDINANCE NUMBER 2017-O-011 GRANTING A SPECIAL USE PERMIT TO MOBILITIE ON BEHALF OF VERIZON WIRELESS TO ALLOW FOR THE CONSTRUCTION OF A DISTRIBUTED ANTENNA SYSTEM AT THE HOLLYWOOD CASINO AMPITHEATER – **Trustee Vandenberg**

ACTION: Discussion: The Petitioner, Carrie Lindenberg of Mobilitie, LLC, , seeks approval of a Special Use Permit for new antennas and ground equipment accessory to a Distributed Antenna System (DAS) at 19100 Ridgeland Avenue (Hollywood Casino Amphitheatre) within the ORI PD (Office and Restricted Industrial, Planned Unit Development) Zoning District. The proposed DAS includes antennas that will be mounted on the existing amphitheater structure, antennas mounted on up to five (5) existing light poles at a height no greater than twenty-five (25) feet, related ground equipment, and an eight (8) foot tall PVC vinyl privacy fence and landscaping that will surround the ground equipment lease area. The proposed DAS will provide improvements to cellular service within the immediate vicinity.

The Plan Commission first discussed the proposed Special Use Permit on January 19, 2017 and subsequently held a Public Hearing on February 2, 2017. After consideration of the Standards for Granting a Special Use and Findings of Fact, voted 6-0 in favor of recommending the requested Special Use Permit with the following conditions:

- All equipment areas around the light poles and the ground equipment lease area must be surrounded by PVC fencing.

Due to deadlines associated with completing the installations before the start of the amphitheater’s concert season, the petitioner is requesting first reading to be waived. **If first reading is waived, this Ordinance is eligible for adoption.**

COMMENTS: _____

ITEM #8

SUBJECT: CONSIDER ORDINANCE NUMBER 2017-O-012 ADOPTING A PURCHASING POLICY FOR THE VILLAGE OF TINLEY PARK - **Trustee Maher**

ACTION: Discussion: The Village’s purchasing policy is meant to serve as a guideline for an effective and efficient means of purchasing materials, equipment and services while adhering to legal requirements. The current adopted policy was from the 1970s and was outdated. Highlighted updates included in the new policy include, but are not limited to, the following:

Cooperative Purchasing – The proposed update adds language that encourages the Village to utilize cooperative purchasing with other federal, state or local agencies, when in the best interest of the Village;

Franchise Agreements – The proposed manual adopts and incorporates the Village’s existing policy on Franchise Agreements and the recommendations regarding the renewal and/or competitive bidding process;

Village Manager Spending Authority - In the proposed update, the Village Manager’s spending authority is increased from the current \$5,000 level to a \$20,000 level. This proposed increase is consistent with other purchasing policies the Village received and reviewed from other communities;

Potential Vendor Meetings – In order to help ensure that potential vendors of the Village are aware of tentative and/or scheduled bids/RFP/RFQs that the Village may be issuing, a meeting will be periodically held by the Village to share this type of information. Based on the feedback of the committee, these vendor meetings will be coordinated with Chamber of Commerce events; and

Travel Reimbursement –Additional language was added to the manual, which clarifies that proposed travel must be approved prior to a request for reimbursement. The policy also states the items for which original receipts are required.

This item was discussed at the November 15, 2016, December 6, 2016 and January 17, 2017 Finance Committee meetings. **This Ordinance is eligible for first reading.**

COMMENTS: _____

ITEM #9

SUBJECT: CONSIDER APPROVAL OF A CONTRACT WITH REVIZE SOFTWARE SYSTEMS FOR REDESIGN OF THE VILLAGE WEBSITE - **Trustee Maher**

ACTION: Discussion: Funding are budgeted in the current fiscal year for the redesign of the Village website. Earlier this year, the Village issued a request for qualifications (RFQ) for the website redesign services. The Village received 15 responses to the RFQ and selected four (4) vendors to provide a detailed presentation to a Village staff committee consisting of all the Village’s operating departments. Upon review of the proposals and presentations, it was recommended that the Village enter into an agreement with Revize Software Systems to manage the website redesign. Revize is the recommended firm based on a number of factors, including, but not limited to, the following:

- Approach to website redesign;
- Features and function of content management systems;
- Technical and hosting expertise;
- Local government expertise;
- Reference checks; and
- Pricing.

It is anticipated that the redesign will take approximately 16-21 weeks for completion and will be completed by September or October, 2017. The initial cost of the redesign is anticipated to be \$22,500. This item was discussed at the February 14, 2017 Finance & Economic Development Committee meeting and was recommended for approval. **Consider approval of a contract with Revize Software Systems for redesign of the Village website.**

COMMENTS: _____

ITEM #10

SUBJECT: CONSIDER ADOPTING ORDINANCE NUMBER 2017-O-009 AMENDING SECTION 131.25(B)(5) OF CHAPTER 131 TITLE XIII OF THE TINLEY PARK CODE – RETAIL THEFT - **Trustee Grady**

ACTION: Discussion: This Ordinance amends Section 131.25(B)(5) of Chapter 131 Title XIII of the Tinley Park Code pertaining to Retail Theft. Currently the Code allows the Village to Prosecute Retail Theft where the value of the property stolen is less than one hundred and fifty dollars (\$150). One hundred and fifty dollars (\$150) in value reflects the former value point between a misdemeanor and felony. The Illinois Criminal Code has been amended to increase the misdemeanor/theft value point to three hundred dollars (\$300). This Ordinance amends the Retail Theft Section of the Village Code by increasing the value point for which Village citations can be issued to three hundred dollars (\$300). This was discussed at the Public Safety Committee meeting held on January 3, 2017 and recommended for approval. **This Ordinance is eligible for adoption.**

COMMENTS: _____

ITEM #11

SUBJECT: CONSIDER ADOPTING RESOLUTION NUMBER 2017-R-002 APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND MABAS 24 FOR MUTUAL AID COMMUNICATION AND DISPATCHING SERVICES – **Trustee Grady**

ACTION: Discussion: In July, 2015 the State of Illinois enacted legislation to consolidate 911 centers in the State of Illinois with less than 25,000 residents by July of 2017. Due to recent technology upgrades to the Village’s 911 system, the Village of Tinley Park is in a position to absorb additional dispatching services. The proposed agreement between the Village and the Mutal Aid Box Alarm Systems (MABAS) Division 24, would allow for the Village to provide increased dispatch responsibilities for the twenty (20) area communities that make up MABAS Division 24. The Term of the proposed agreement is for five (5) years with annual payments to the Village ranging from approximately \$5,000 to \$6,800 over the life of the agreement. This item was discussed at the November 1, 2016 Public Safety Committee and recommended for approval. **This Resolution is eligible for adoption.**

COMMENTS: _____

ITEM #12

SUBJECT: CONSIDER RESOLUTION NUMBER 2017-R-006 SUPPORTING THE VILLAGE OF TINLEY PARK’S “INVEST IN COOK” GRANT APPLICATION - **Trustee Younker**

ACTION: Discussion: The Village has been granted 80% funding, from the South Suburban Mayors and Managers Association, for the construction and construction engineering related to the resurfacing of 84th Avenue from 159th Street to 171st Street. The Village of Tinley Park is interested in applying for an “Invest in Cook” grant offered by Cook County Department of Transportation and Highways. If obtained, the grant will help offset a portion of 20% local match required for the project. The proposed resolution indicates the Village’s commitment to the project (including financial) and also indicates the Village will provide Cook County with all necessary information to facilitate the project, both during the application process and should it be selected for an “Invest in Cook” grant. This item was discussed at the February 14, 2017 Public Works Committee meeting and recommended for approval. **This Resolution is eligible for first reading.**

COMMENTS: _____

ITEM #13

SUBJECT: CONSIDER RESOLUTION NUMBER 2017-R-007 APPROVING A PRELIMINARY ENGINEERING AGREEMENT WITH ROBINSON ENGINEERING FOR THE 84TH AVENUE RESURFACING PROJECT – **Trustee Younker**

ACTION: Discussion: This item is related to the “Invest in Cook” grant application related to the resurfacing of 84th Avenue from 159th Street to 171st Street discussed in the previous agenda item. The proposed resolution would approve an agreement with Robinson Engineering to perform the necessary preliminary engineering for the project. This item was discussed at the February 14, 2017 Public Works Committee meeting and recommended for approval. **This Resolution is eligible for first reading.**

COMMENTS: _____

ITEM #14

SUBJECT: CONSIDER RESOLUTION NUMBER 2017-R-008 APPROVING A PRELIMINARY ENGINEERING AGREEMENT WITH ROBINSON ENGINEERING FOR THE 175TH STREET ROADWAY IMPROVEMENTS – **Trustee Younker**

ACTION: Discussion: In 2016, the Village of Tinley Park authorized a letter of understanding with the Cook County Department of Transportation and Highways to help advance the needed roadway improvements along 175th Street (Oak Park Avenue to Ridgeland Avenue), Ridgeland Avenue (175th Street to Oak Forest Avenue), and Oak Forest Avenue (Ridgeland Avenue to 167th Street). The proposed resolution would approve an agreement with Robinson Engineering to perform the necessary updates, the Phase I engineering and complete the Phase II engineering. The Village of Tinley Park is fronting the cost of the engineering with 100% reimbursement from Cook County. This item was discussed at the February 14, 2017 Public Works Committee meeting and recommended for approval. **This Resolution is eligible for first reading.**

COMMENTS: _____

ITEM #15

SUBJECT: CONSIDER RESOLUTION NUMBER 2017-R-009 APPROVING A PRELIMINARY ENGINEERING AGREEMENT WITH ROBINSON ENGINEERING FOR OAK PARK AVENUE RECONSTRUCTION AND COMPLETE STREETS IMPROVEMENTS – **Trustee Younker**

ACTION: Discussion: The Village has been granted 80% funding, from the South Suburban Mayors and Managers Association (SSMMA), for the Oak Park Avenue Reconstruction and Complete Street Improvements, between 159th Street and 167th Street. SSMMA programmed the project for Phase II engineering to occur this fiscal year and construction and construction engineering to occur in Fiscal Year 18. The proposed resolution would approve an agreement with Robinson Engineering to perform the necessary Phase II engineering for the project. The Village will pay the agreement costs and will eligible for 80% reimbursement from the Illinois Department of Transportation. This item was discussed at the February 14, 2017 Public Works Committee meeting and recommended for approval. **This Resolution is eligible for first reading.**

COMMENTS: _____

ITEM #16

SUBJECT: CONSIDER RESOLUTION NUMBER 2017-R-010 APPROVING A LOCAL AGENCY AGREEMENT WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION FOR THE OAK PARK AVENUE RECONSTRUCTION AND COMPLETE STREETS IMPROVEMENTS – **Trustee Younker**

ACTION: Discussion: This item relates to the SSMMA grant for the improvements of Oak Park Avenue between 159th and 167th Streets as discussed in the previous agenda item. The proposed resolution would approve a local agency agreement with the Illinois Department of Transportation (IDOT) which will qualify the Village for 80% reimbursement of the Phase II engineering costs for the project. This item was discussed at the February 14, 2017 Public Works Committee meeting and recommended for approval. **This Resolution is eligible for first reading.**

COMMENTS: _____

ITEM #17

SUBJECT: CONSIDER AWARDING THE CONTRACT FOR THE LEGACY DISTRICT SOUTH – PHASE 1 – DETENTION POND AND STORM SEWER IMPROVEMENTS TO DYER CONSTRUCTION OF DYER, INDIANA - **Trustee Younker**

ACTION: Discussion: Bids were opened on February 14, 2017 for the Legacy Pond and outfall sewer which will be constructed on land donated by Panduit Corporation at the northeast corner of 175th Street and Ridgeland Avenue. This detention pond will ultimately serve the redevelopment need of the downtown parcels identified in the Legacy master plan as well as the redevelopment of the Panduit site to a more residential use. The land donation is set for a closing next week and construction must begin in April to preserve the grandfathering status for the storm water management in the downtown district. The bids were as follows:

Contractor	Location	As Read Bid	As Calculated Bid
Dyer Construction	Dyer, IN	\$5,062,000.00	\$5,062,000.00
H. Linden & Sons	Plano, IL	\$5,254,328.80	\$5,255,128.80
D Construction	Coal City, IL	\$5,272,908.58	\$5,272,908.58
Copenhaver Construction	Gilberts, IL	\$5,894,808.00	\$5,894,808.00
Austin Tyler Construction	Elwood, IL	\$6,071,087.00	\$5,993,293.00
Airy's Inc.	Tinley Park, IL	\$6,106,626.60	\$6,106,626.60
Steve Spiess Construction	Frankfort, IL	\$6,161,451.94	\$6,160,071.94
Martam Construction	Elgin, IL	\$6,191,904.04	\$6,191,903.86
Engineer's Estimate			\$5,378,340.30

The components of the bid are broken down as follows:

Description	Original Budget	As Calculated Bid
Pond	\$2,455,000	\$2,451,698.76
Outlet Sewer	\$1,153,000	\$1,318,257.59
North of the Railroad Sewer	\$190,000	\$381,579.33
Landscaping	\$130,000	\$706,957.20
Contingency Items	\$0	\$213,626.98

Note that the landscaping elements were added in after the initial budgets were determined as that work was originally intended to follow the pond construction and be completed in conjunction with the redevelopment plan of the Panduit property. The Village is considering advancing this work as the budget allows and the Village’s Public Works Department, Landscape Architect, Engineer and Treasurer will be meeting to determine the final funding parameters. Additionally, the sewer extension north of the METRA line was provided in the bid in case the funding would have allowed.

Consider awarding the contract for the Legacy District South – Phase 1 – Detention Pond and Storm Sewer Improvements to the lowest responsible bidder, Dyer Construction, in the amount of \$5,062,000.

COMMENTS: _____

ITEM #18

SUBJECT: CONSIDER APPROVAL OF AN AGREEMENT WITH CARTEGRAPH SYSTEMS, INC. FOR UPGRADING THE PUBLIC WORKS DEPARTMENT WORK ORDER SYSTEM – **Trustee Younker**

ACTION: Discussion: Funds are budgeted in the current fiscal year for upgrade of the Public Work’s Department work order system. The current work order system is approximately ten (10) years old and is in need of an upgrade due to its age and the fact it will soon no longer be supported by the manufacture. Upon review of available work order system software, it was recommended that the Village enter into an agreement with Cartegraph Systems, Inc. for the work order system upgrade. This recommendation was based on several factors, including, but not limited to, the following:

- Ability for web-based software that increases frequency and reliability of software updates;
- Improve Village capabilities in regards to operations work requests and assets;
- Increase ability to monitor and track Village inventory; and
- Improve overall efficiency of Public Works department.

This item was discussed at the February 14, 2017 Public Works Committee meeting and recommended for approval. Consider approval of an agreement with Cartegraph Systems, Inc. for Upgrading the Public Works Department Work Order System.

COMMENTS: _____

ITEM #19

SUBJECT: CONSIDER ADOPTING ORDINANCE NUMBER 2017-O-010 AMENDING TITLE III, CHAPTER 39 OF THE TINLEY PARK VILLAGE CODE ENTITLED “CODE OF ETHICS” - **Trustee Suggs**

ACTION: Discussion: This Ordinance amends the Code of Ethics for Village Officials and clarifies the definitions and conditions of the Village’s Code of Ethics and related disclosure requirements. This Ordinance was discussed at the Budget, Audit and Administration Committee meeting held on January 17, 2017. This Ordinance is eligible for adoption

COMMENTS: _____

ITEM #20

SUBJECT: RECEIVE COMMENTS FROM THE BOARD AND STAFF

COMMENTS: _____

ITEM #21

SUBJECT: RECEIVE COMMENTS FROM THE PUBLIC

COMMENTS: _____

ITEM #22

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.

ADJOURNMENT