

NOTICE - VILLAGE OF TINLEY PARK
MEETING OF THE COMMITTEE OF THE WHOLE

NOTICE HEREBY GIVEN that a Special Committee of the Whole Meeting of the Village of Tinley Park, Cook and Will Counties, Illinois will be held on Wednesday, August 5, 2026, beginning at 5:45 PM in Council Chambers, located in the Tinley Park Village Hall, 16250 South Oak Park Avenue, Tinley Park, Illinois 60477.

THE AGENDA IS AS FOLLOWS:

1. CALL MEETING TO ORDER.
2. ROLL CALL.
3. CONSIDER APPROVAL OF MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON JULY 21, 2026.
4. DISCUSS AMENDMENT TO THE LIQUOR CODE FOR CLASS HS AND CLASS W.
5. DISCUSS AMENDMENT TO TITLE XI, CHAPTER 110 REDUCING THE NUMBER OF BUSINESS LICENSES FOR CERTAIN LICENSE CATEGORIES.
6. DISCUSS AMENDMENT TO TABLE XI: COMPREHENSIVE FEE SCHEDULE.
7. DISCUSS THE ADOPTION OF THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) (2025) 13 SPRINKLER CODE, 13R SPRINKLER CODE FOR LOW-RISE RESIDENTIAL OCCUPANCY, 13D SPRINKLER CODE FOR ONE - TWO-FAMILY DWELLINGS AND MANUFACTURED HOMES, NFPA 72 FIRE ALARM & SIGNALING CODE AND THE 2024 NFPA 101 LIFE SAFETY CODE.
8. DISCUSS LEGAL AGREEMENT FOR FIRE PENSION SERVICES.
9. DISCUSS A CONTRACT WITH KLEIN, THORPE & JENKINS LTD. FOR PROFESSIONAL LEGAL SERVICES.
10. DISCUSS A LETTER OF ENGAGEMENT FOR PROFESSIONAL LEGAL SERVICES WITH HISKES, DILLNER, MAROVICH, AND LAPP, LTD.
11. DISCUSS A JOB ORDER CONTRACT WITH BEAR CONSTRUCTION FOR THE VILLAGE HALL MAIN AREA BOILER REPLACEMENTS.
12. DISCUSS A CONTRACT RENEWAL WITH GREAT LAKES URBAN FORESTRY FOR THE PARKWAY TREE INVENTORY (YEAR 3 OF 3).
13. DISCUSS A CONTRACT RENEWAL WITH TOTAL AUTOMATION CONCEPTS FOR THE FACILITIES BUILDING AUTOMATION SYSTEMS - ANNUAL MAINTENANCE AND INSPECTIONS (YEAR 2 OF 3).
14. DISCUSS THE CREATION OF AN INTERDEPARTMENTAL SUBCOMMITTEE TO ADDRESS PARKING ISSUES.
15. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

NANCY M. O'CONNOR, VILLAGE CLERK

ROLL CALL

MINUTES
Meeting of the Committee of the Whole
July 21, 2026 – 5:45 p.m.
Village Hall - Council Chambers
16250 S Oak Park Ave.
Tinley Park, IL 60477

Item #1 - At 5:50 p.m. the regular meeting of the Committee of the Whole was called to order.

Item #2 - Clerk O'Connor called the roll. Present and responding to roll call were the following:

Members Present: M. Glotz, Village President
 N. O'Connor, Village Clerk
 W. Brady, Village Trustee
 W. Brennan, Village Trustee
 D. Mahoney, Village Trustee
 M. Mueller, Village Trustee
 K. Shaw, Village Trustee
 C. Sullivan, Village Trustee

Members Absent: None

Staff Present: P. Carr, Village Manager
 A. Arrigo, Human Resources Director/Assistant Village Manager
 D. Framke, Marketing Director/Assistant Village Manager
 S. Mitchell, Finance Director
 T. Tilton, Police Chief
 S. Klotz, Fire Chief
 M. Coleman, Community Development Director
 J. Urbanski, Public Works Director
 M. DelGaldo, Village Attorney

Others Present:

Item #3 - CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD JULY 7, 2026 – Motion was made by Trustee Mueller, seconded by Trustee Sullivan to approve the minutes of the Committee of the Whole meeting held on July 7, 2026. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Item #4 – DISCUSS COOK COUNTY CLASS 8 RECERTIFICATION FOR DUVAN INDUSTRIAL PARK – This is a Class 8 Recertification by the Office of the Cook County Assessor for the Duvan Industrial Park. The Economic and Commercial Commission recommended this item 6-0 for approval at the July 13, 2026, meeting. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Shaw, seconded by Trustee Mueller to recommend Cook County Class 8 Recertification for Duvan Industrial Park be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Item #5 – DISCUSS PROPOSALS FOR TAX COMPLIANCE AUDIT SERVICES AND LOCALGOV SALES TAX ANALYTICS PLATFORM WITH AZAVAR – This agreement with Azavar is to provide tax compliance audit services and the Localgov sales tax analytics platform. The annual subscription cost for the platform is \$4,200. President Glotz asked if members of the Committee

had any questions. There were none. Motion was made by Trustee Sullivan, seconded by Trustee Shaw to recommend a proposal for Tax Compliance Audit Services and Localgov Sales Tax Analytics Platform with Azavar, be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Item #6 – DISCUSS AGREEMENT WITH FIRST RESPONDERS WELLNESS CENTER FOR PRE-EMPLOYMENT AND WELLNESS SERVICES – This agreement is to provide professional services for pre-employment, wellness visits, incident debriefs, and other testing. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Brennan, seconded by Trustee Sullivan to recommend an agreement with First Responders Wellness Center for Pre-Employment and Wellness Services be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Item #7 – DISCUSS AN AGREEMENT HEARTLAND BUSINESS SYSTEMS FOR EMAIL PROTECTION APPLICATION – This three-year agreement with Heartland Business Systems is to provide email protection and backup services at a cost of \$74,500. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Brennan to recommend an agreement with Heartland Business Systems for Email Protection Application, be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Item #8 – DISCUSS A PROFESSIONAL SERVICES AGREEMENT WITH ROBINSON ENGINEERING, LTD. FOR THE KIMBERLY HEIGHTS DRAINAGE IMPROVEMENTS - PHASE 7 – This Professional Engineering Services Agreement with Robinson Engineering Ltd. is for Phase 7 of the Kimberly Heights Drainage Improvement Design. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Sullivan, seconded by Trustee Brady to recommend a professional services agreement with Robinson Engineering, Ltd. for the Kimberly Heights Drainage Improvements - Phase 7 be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Item #9 – DISCUSS A CONTRACT WITH PIRTANO CONSTRUCTION COMPANY, LLC FOR THE OAK PARK AVENUE FIBER EXTENSION PROJECT – The Village received one (1) response at the July 14, 2026, bid opening from Pirtano Construction Company, LLC in the amount of \$164,890. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Sullivan to recommend a contract with Pirtano Construction Company, LLC for the Oak Park Avenue Fiber Extension Project be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Item #10 – DISCUSS PARKING ORDINANCES – A discussion was had on parking restrictions. Police Chief Tilton stated parking will be discussed at the next unified command meeting.

Item #7 – RECEIVE COMMENTS FROM THE PUBLIC – President Glotz asked if there were any comments from the public. There were none.

Motion was made by Trustee Brennan, seconded by Trustee Brady, to adjourn the Committee of the Whole. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the meeting adjourned at 6:00 p.m.



Interoffice Memo

Date: August 5, 2026
To: Committee of the Whole
From: Allison Tugend, Senior Finance Clerk
Subject: Amending Liquor Code – Class HS and Class W

We are amending the liquor code to include the newly approved Class HS and Class W liquor licenses. The liquor class, class type (license classification) and fees are being added.



Interoffice Memo

Date: August 5, 2026
To: Committee of the Whole
From: Allison Tugend, Senior Finance Clerk
Subject: Decreasing Coffee Shop Business Cap

The most recent business license ordinance has put a cap on certain businesses within the Village of Tinley Park. One of the business types is coffee/tea shops. Due to the closure of a Tinley Park coffee shop, we must decrease the current cap by one (1) to keep the business count accurate.



Interoffice Memo

Date: August 5, 2026
To: Committee of the Whole
From: Michael Coleman, Community Development Director
Cc:

Subject: DISCUSS AMENDMENT TO TABLE XI: COMPREHENSIVE FEE SCHEDULE

Staff is requesting to amend various sections of the Village of Tinley Park code of ordinances and Table XI: Comprehensive fee schedule. In December 2019, the village created Table XI: Comprehensive Fee schedule to promote greater transparency and to provide easier access to the village fee structure. This table reflects certain administrative fees, building permit inspection fees, special event fees, fire department inspection, sprinkler/fire alarm fees, zoning fees for varying applications and a renewed public works tap fee schedule. The public works tap fee schedule ends this calendar year 2026 and, if approved to be amended, will be through the calendar year of 2031. The request for fee adjustment is to keep in alignment with other communities of similar size, geography and demographics. Staff reviewed the existing / proposed fees for Tinley Park with comparable villages and proposed to stay at or below the median average of fees differences. The last amendment to the Village Comprehensive fee schedule occurred in December 2019 and the last amendment to the Public Works Tap Fee schedule occurred in February 2021.

Staff has prepared several exhibits to assist the Committee of the Whole and Village Board in understanding the recommended changes to village fees and to quickly ascertain where the Village of Tinley Park stands with the comparable communities of Orland Park and Bolingbrook.

Staff recommendation:

Village staff recommends approval of the fee adjustments and the amended Table XI: Comprehensive fee schedule.



Interoffice Memo

Date: August 6th, 2026
To: Committee of The Whole
From: Michael J. Coleman – Community Development Director / Building Official
Subject: Amendment of Table IX: Comprehensive Fee schedule

Background

Staff is requesting to amend various sections of the Village of Tinley Park code of ordinances and Table IX: Comprehensive fee schedule. In December of 2019 the village created Table IX: Comprehensive Fee schedule to promote greater transparency and to provide easier access to the village fee structure. This Table reflects certain administrative fees, building permit inspections fees, special event fees, fire department inspection and sprinkler/fire alarm fees, zoning fees for varying applications and a renewed public works tap fee schedule. The public works tap fee schedule ends this calendar year 2026 and if approved to be amended will be through the calendar year of 2031. The request for fee adjustment is to keep in align with other communities of similar size, geographic and demographics. Staff reviewed the existing / proposed fees of Tinley Park with comparable Villages and proposed to stay at or below the median average of fees differences. The last amendment to the Village Comprehensive fee schedule occurred in December 2019 and the last amendment to the Public Works Tap Fee schedule occurred in February 2021.

Staff has prepared several exhibits to assist to Committee of the Whole and Village Board to understand the recommended changes of village fees and to quickly ascertain where the Village of Tinley Park stands with comparable communities of Orland Park and Bolingbrook.

The following Exhibits are provided:

Exhibit A: Village Fee Comparisons

Exhibit B: Amendments to the Table XI: Village Comprehensive fee Schedule

Exhibit C: Permit cost base on building type

Exhibit D: Deletion of existing fees in Code Section 1300

Staff recommendation:

Village staff recommends approval of the fee adjustments and the amended Table IX: Comprehensive fee schedule.



Interoffice Memo

Date: August 5, 2026
To: Committee of the Whole.
From: Michael Coleman, Community Development Director
Cc:
Subject: The adoption of the National Fire Protection Association (NFPA) (2025) 13 Sprinkler Code, 13R Sprinkler Code for low rise residential occupancies, 13D Sprinkler code for one - two-family dwellings and manufactured homes, NFPA 72 Fire Alarm & Signaling code and the 2024 NFPA 101 Life Safety Code.

Staff is requesting to adopt the National Fire Protection Association (NFPA) 13 Sprinkler Code, 13R Sprinkler Code for low-rise residential occupancies, 13D Sprinkler code for one - two-family dwellings and manufactured homes, NFPA 72 Fire Alarm & Signaling code and the 2024 NFPA 101 Life Safety Code. These codes are the latest edition of the specific fire safety codes as published by the National Fire Protection Agency (NFPA). The adoption of the fire safety codes will provide the constituents, stakeholders and visiting patrons of Tinley Park with a safe built environment with up-to-date current fire detection and suppression systems.



Interoffice Memo

Date: July 29, 2026

To: Village Board

From: Patrick Carr, Village Manager
Angela Arrigo, Assistant Village Manager/HR Director

Subject: Professional Legal Services

It is recommended that Asher, Gittler and D'Alba Ltd. is engaged to represent the Village in Pension related matters and other special projects as requested by the Village.



Interoffice Memo

Date: July 28, 2026

To: Village Board

From: Patrick Carr, Village Manager
Angela Arrigo, Assistant Village Manager/HR Director

Subject: Professional Legal Services

It is recommended that Klein, Thorpe and Jenkins, Ltd. is engaged to represent the Village in labor related matters and other special projects as requested by the Village.



Interoffice Memo

Date: August 5, 2026

To: Village Board

From: Patrick Carr, Village Manager
Angela Arrigo, Assistant Village Manager/HR Director

Subject: Professional Legal Services-Adjudication

It is recommended that Scott Dillner of Hiskes, Dillner, O'Donnell, Marovich & Lapp, LTD. is engaged to represent the Village in adjudication matters.



Interoffice Memo

Date: July 28, 2026

To: John Urbanski, Public Works Director

From: Jimmy Quinn, Facilities Superintendent

Subject: Village Hall Main Area Boiler Replacements - Approve Job Order Contract (JOC) with Bear Construction

Presented at the August 5, 2026 Committee of the Whole and August 18, 2026 Village Board meeting for consideration and possible action.

Description: We are requesting authorization to approve the replacement of the Boilers at Village Hall utilizing the Job Order Contracting (JOC) Procurement method. Bear Construction is the General Contractor that will perform the work under an existing cooperative contract through The Interlocal Purchasing System (TIPS).

Background: The existing boilers have reached their life expectancy and are in need of replacement to avoid crucial breakdowns.

Budget/Finance: Funding was budgeted and approved for the FY 27 Capital Projects.

<u>Contractor</u>	<u>Location</u>
Bear Construction	Rolling Meadows, IL
Budget available	\$230,000
<u>Contract amount</u>	<u>\$174,203</u>
Difference - Under Budget	\$55,797

Staff Direction Request:

1. Approve the JOC Contract with Bear Construction in the amount of \$174,203.
2. Direct staff as necessary.



Interoffice Memo

Date: July 24th, 2026

To: John Urbanski, Public Works Director

From: Ken Howard, Streets & Fleet Superintendent

Subject: Parkway Tree Inventory - Contract Renewal (Year 3 of 3)

Presented at the Committee of the Whole and Village Board Meetings on August 5th, 2026 for consideration and possible action.

Scope of Work: Renewal of service contract to continue inventory of Village owned parkway trees. The contractor is responsible for identifying tree species, geographic location, condition, and maintenance recommendations. Renewal is final year of a 3-year contract.

Background: In 2024 the Village held an RFP to determine a contractor to conduct a Village wide inventory of parkway trees. The bid was awarded to Great Lakes Urban Forestry, Inc. with two additional renewable years to conclude the inventory. Final renewable year will conclude the inventory, at which time the inventory will be integrated into the Village's GIS and work order systems.

Description: Conduct Phase 3 of the Parkway Tree Inventory Project.

<u>Budget/Finance:</u>	Budget Amount:	\$50,000
	Contract Amount:	\$31,535
	Contingency (25%):	<u>\$7,980</u>
	Difference (Under Budget):	\$10,485

Staff Direction Request: Approve contract renewal and award the project to Great Lakes Urban Forestry in the not to exceed amount of \$39,515.



Interoffice Memo

Date: July 28, 2026
To: John Urbanski, Public Works Director
From: Jimmy Quinn, Facilities Superintendent
Subject: Facilities Building Automation Systems - Annual Maintenance and Inspections (Year 2 of 3)

Presented for the August 5, 2026 Committee of the Whole and the August 18, 2026 Village Board meeting for consideration and possible action.

Description:

Public Works is requesting the approval of the Service Agreement Year 2 (two) of 3 (three) with Total Automation Concepts of Alsip, Illinois for the annual maintenance and inspections of Village Facilities Building Automation Systems.

1. Inspection of all field equipment, controllers, and network elements for wear/damage.
2. Routine preventive maintenance, technical assistance, and equipment/system updates.
3. Equipment testing, calibration and control repairs.

Background: Public Works is tasked with proper upkeep of all Village Facilities Building Automation Systems to optimize indoor air quality. Continual routine preventive maintenance and inspections conserves the life span of vital Village owned equipment.

The Village has had agreements with Total Automation Concepts and using their programming and software for approximately the past 16 years and found them to perform all agreed services satisfactorily.

Budget / Finance: Funding is budgeted for Maintenance and Inspections and is available in the approved FY27 Budget, Facilities.

Budget Available	\$70,000
<u>Contract Amount</u>	<u>\$45,528</u>
Difference – Under Budget	\$24,472

Staff Direction Request:

1. Approve a service agreement renewal with Total Automation Concepts of Alsip, Illinois for the annual maintenance and repairs as estimated in the amount of \$45,528.
2. Direct staff as necessary.



Interoffice Memo

Date: 8/5/2026

To: Committee of the Whole

From: Donna Framke, AVM/Marketing Director

Subject: Interdepartmental Subcommittee to Address Parking Issues

An interdepartmental subcommittee consisting of Police, Public Works and Administrative leadership has been established to tackle issues related to Downtown parking and Overnight parking. The team will convene July 31.

Step one is to address Downtown parking issues including repealing certain portions of the 1970s parking ordinances, establish a consistent approach to large event parking management during highly-attended events at Harmony Square as well as to make a recommendation on the management of the additional parking spaces that have been added around Harmony Square.

This team will also discuss and formulate a recommendation on a multi-faceted approach to overnight parking as it relates to different neighborhoods in the community. Please expect a detailed recommendation on Downtown parking at the September 1st board meeting.

PUBLIC COMMENT