

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orland-park.il.us



Meeting Minutes

Tuesday, September 6, 2016

6:00 PM

Village Hall

Finance Committee

*Chairman Carole Griffin Ruzich
Trustees James V. Dodge and Michael F. Carroll
Village Clerk John C. Mehalek*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:00 P.M.

Present: 3 - Chairman Griffin Ruzich; Trustee Dodge and Trustee Carroll

APPROVAL OF MINUTES**2016-0548 Approval of the July 5, 2016 Finance Committee Minutes**

I move to approve the Minutes of the Regular Meeting of the Finance Committee of July 5, 2016.

A motion was made by Trustee Dodge, seconded by Trustee Carroll, that this matter be APPROVED. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

Nay: 0

ITEMS FOR SEPARATE ACTION**2016-0608 Redflex Red Light Enforcement Continuation Agreement - Approval**

In 2008 the Village and Redflex Traffic Systems, Inc. entered into a Photo Red Light Enforcement Agreement. Effective December 1, 2015, the agreement was terminated and the cameras with Redflex were turned off and GATSO USA, Inc. became the new provider/servicer of the red light cameras.

Effective December 1, 2015, the Village entered into a continuation of services agreement with Redflex through June 30, 2016 to provide processing, payment, and record request processing for the citations that were issued by Redflex prior to December 1, 2015.

Staff is in the process of transferring any outstanding red light photo citations less than seven (7) years outstanding to the Illinois Debt Recovery Program (Public Act 97-0632).

In order to support this process, the Village is requesting to enter into another continuation agreement with Redflex for the period September 1, 2016 through June 30, 2017, with the option to renew up to four (4) additional three (3) month periods at a cost of \$750 per month.

I move to recommend to the Village Board to approve a Continuation of Services Agreement with Redflex Traffic Systems, Inc. for the period September 1, 2016 through June 30, 2017, at a rate of \$750 per month, with the option to renew up to four (4) additional three (3) month periods.

A motion was made by Trustee Carroll, seconded by Trustee Dodge, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

Nay: 0

2016-0601 Property Tax Appeal Board (PTAB) Appeals - Resolution Authorizing PTAB Representation - Recommended Resolution

The Village's general legal counsel, Klein, Thorpe & Jenkins, Ltd. (KTJ), has been representing the Village, the Orland Park Library and the Orland Park Fire District as a group for all PTAB appeals involving tax year 2010 and prior. School Districts 135 and 230 are also members of the consortium. KTJ will be representing the consortium for tax years 2014 through 2016. Passage of this resolution will authorize KTJ to represent the Village for these tax years for all PTAB appeals.

On September 6, 2016 this item was reviewed by the Finance Committee, recommended for approval and referred to the Village Board of Trustees for consideration.

I move to recommend to the Village Board to pass a Resolution entitled:
RESOLUTION AUTHORIZING INTERVENTION IN ALL 2014 through 2016 TAX
YEAR APPEALS BEFORE THE STATE OF ILLINOIS PROPERTY TAX APPEAL
BOARD

A motion was made by Trustee Dodge, seconded by Trustee Carroll, that this matter be RECOMMENDED FOR PASSAGE to the Board of Trustees. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

Nay: 0

2016-0611 FY2016 Residential Property Tax Rebate - Ordinance

Since FY2002 (checks mailed in March 2003), the Village has issued residential property tax rebates for 11 of the last 14 years in the total amount of approximately \$36.67 million.

The Village's FY2016 budget included a residential property tax rebate in the amount of \$2.2 million. Funding for the rebate comes from Home Rule Sales Tax collected by the Village, over and above the amount allocated for capital funding. Residents would receive the rebate in March 2017.

Attached to the Committee Packet is the ordinance that establishes the FY2016 property tax rebate program in the amount of \$2.2 million. The ordinance provides for a rebate of 2015 real estate property taxes paid by residential taxpayers in

2016.

The option to electronically submit an application will once again be available. Residents will have the option of having their rebate paid by check, by credit to their water bill account, or by bank account direct deposit. Residents will receive a postcard with application instructions in late October or early November. As in past years, staff will set up a Tax Rebate Phone Line that applicants can call if they have any questions related to the rebate program. In addition, staff will establish an e-mail address that applicants can send questions to. We will also have a list of frequently asked questions listed on the Tax Rebate section of the Village's website. Rebate checks will be mailed, and bank account direct deposits and water bill account credits will be processed approximately the week of March 20, 2017, to the homeowner living at the address for which the real estate property taxes were paid.

I move to recommend to the Village Board to pass an Ordinance entitled: AN ORDINANCE PROVIDING FOR REIMBURSEMENT OF \$2.2 MILLION OF THE VILLAGE SHARE OF REAL ESTATE PROPERTY TAXES PAID BY OWNER-OCCUPANTS OF RESIDENTIAL REAL ESTATE IN THE VILLAGE OF ORLAND PARK.

A motion was made by Trustee Carroll, seconded by Trustee Dodge, that this matter be RECOMMENDED FOR PASSAGE to the Board of Trustees. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

Nay: 0

2016-0626 Parking Fare Terminals - Annual Maintenance

In 2007, the Village of Orland Park purchased 14 Parking Fare Terminals from Total Parking Solutions, Inc. (TPS) for its three Metra commuter parking lots. Upon paying a daily fee, the commuters are provided a printed receipt for their parking fee rather than leaving money in an honor box (prior system). The commuter has the option of paying \$1.50 each day or purchasing a pre-loaded value card, eliminating daily cash transactions. The terminals are locked and money is secured; only cashiers can open the currency and coin boxes. The terminals automatically print a receipt when the money boxes are exchanged; this provides staff with a balancing tool for currency and coins. Monies are collected weekly from the Metra Lots and currency does not need to be unfolded prior to counting, reducing the time spent preparing the cash for a bank deposit.

The terminals communicate (via Cale WebOffice 2) by sending e-mails directly to Village Staff (Finance Department and CSOs) when there is an issue or if maintenance needs to be provided (i.e. change receipt paper, bill jam, etc.). The CSOs are able to log in via WebOffice and check individual spaces for payment using their smart phones. WebOffice also provides CSOs with a listing of paid

spaces making it easier to enforce. Staff is also able to use WebOffice for financial reporting.

The Village also offers commuters the option of paying for their daily parking space using a credit or debit card from their smart phone once they are on the train. This allows the commuter to be worry-free if they are unable to pay their daily fee prior to boarding the train. The free application is offered by Passport who is working in conjunction with Total Parking Solutions. There is a convenience fee of \$0.37 for each transaction that the commuter pays.

In order to have the terminals maintained on a quarterly basis and serviced when needed, TPS currently charges a monthly per terminal maintenance fee of \$115. In addition, TPS currently charges a monthly fee for the terminals to be wirelessly connected to WebOffice in the amount of \$65 per terminal. The monthly maintenance fee is fixed for a one year period ending December 31, 2016; however, the provider of WebOffice (Cale) may pass along a price increase at any time. As the Village's current contract with TPS expires on December 31, 2016, TPS has extended the 2016 pricing of \$115/terminal/month for the next three (3) years (2017, 2018 and 2019).

I move to recommend to the Village Board to approve the annual service and maintenance fee for the Parking Fare Terminals provided by Total Parking Solutions, Inc. for a period of 3 years (2017-2019) and authorize the Village Manager to execute the contract.

A motion was made by Trustee Dodge, seconded by Trustee Carroll, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

Nay: 0

2016-0637 Position of Village President

As per the request of Trustee Ruzich, this discussion only item has been placed on the Finance Committee agenda.

Chairman Ruzich stated that the village is in the midst of budgeting for 2017, and one of the items that is going to be considered soon is staffing request brought forward. She went on to reference a matrix study that was conducted a couple of years ago that had a request for the village to consider adding a second full time assistant village manager as well as an economic development coordinator. Chairman Ruzich stated that both of those positions would be costly to put on as full time position and it occurred to her whether it would make sense to consider expanding the role of mayor to a full time position that would allow the mayor to perform some of the duties suggested in the matrix study. She added that the mayor currently does many of the tasks that the matrix suggest, but believes a full

time mayor position would make sense financially and at time commitment standpoint.

Trustee Carroll stated that what he like about the suggestion is that it is not a change in the form of government and believes that Mayor's expertise would be extremely valuable.

Trustee Dodge stated that the concerns he would have is if it were done by ordinance, that the position is truly full-time. He would also to make sure that any ordinances that may be adopted is sunset and forces future boards to give due consideration for continuing the full-time position of mayor.

Chairman Ruzich stated that she wanted to bring forth the topic because she is not sure how mechanically it would work and would like to ask staff to come back with a recommendation of what would need to be done in order to make the position full time and what the options would be for an appropriate package would be. Trustee Ruzich would then like it to be brought to Board in order to get the opinions of the other trustees. She believed that the it would be cost saving and would allow whomever the mayor is to be able to commit his/her energies full time to. Chairman Ruzich went on to say that she would like to bring the item back on Finance Committee as an action item and then it could go to the full Board under non-consent.

This item was for discussion only. NO ACTION was required.

ADJOURNMENT: 6:10 P.M.

A motion was made by Trustee Carroll, seconded by Trustee Dodge, that this matter be ADJOURNED. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

Nay: 0

/AS

Respectfully Submitted,

John C. Mehalek, Village Clerk