

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, March 2, 2009

7:00 PM

Village Hall

Board of Trustees

Village President Daniel J. McLaughlin

Village Clerk David P. Maher

*Trustees Bernard A. Murphy, Kathleen M. Fenton, Brad S. O'Halloran,
James V. Dodge, Jr., Edward G. Schussler, and Patricia Gira*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:02 PM.

Present: 7 - Trustee Murphy, Trustee Fenton, Trustee O'Halloran, Trustee Dodge, Trustee Schussler, Trustee Gira and Village President McLaughlin

VILLAGE CLERK'S OFFICE

2009-0006 Approval of the February 16, 2009 Regular Meeting Minutes

I move to approve the minutes of the Board of Trustees Meeting of February 16, 2009.

A motion was made by Trustee Kathleen Fenton, seconded by Trustee Edward Schussler, that this matter be APPROVED. The motion CARRIED by the following vote:

Aye: 7 - Trustee Murphy, Trustee Fenton, Trustee O'Halloran, Trustee Dodge, Trustee Schussler, Trustee Gira, and Village President McLaughlin

Nay: 0

PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS

2009-0108 Community Pride Award - Presentation

President McLaughlin presented the Community Pride Award to Henry Coyle in recognition of Coyle Construction Company being named "Builder of the Year" by the Home Builders Association of Illinois.

CONSENT AGENDA

Passed the Consent Agenda

A motion was made by Trustee Murphy, seconded by Trustee Fenton, to PASS THE CONSENT AGENDA, including all the following items marked as having been adopted on the Consent Agenda. The motion carried by the following vote:

Aye: 7 - Trustee Murphy, Trustee Fenton, Trustee O'Halloran, Trustee Dodge, Trustee Schussler, Trustee Gira, and Village President McLaughlin

Nay: 0

2009-0001 Payroll - Approval

The lists of Payroll having been submitted to the Board of Trustees for approval and the lists having been determined by the Board of Trustees to be in order and having been approved by the various Department Heads,

I move to approve the Bi-weekly Payroll for February 20, 2009 in the amount of

\$880,385.61.

This matter was APPROVED on the Consent Agenda.

2009-0002 Accounts Payable - Approval

The lists of Accounts Payable having been submitted to the Board of Trustees for approval and the lists having been determined by the Board of Trustees to be in order and having been approved by the various Department Heads,

I move to approve the Accounts Payable from February 17, 2009 through March 2, 2009 in the amount of \$1,609,383.49.

This matter was APPROVED on the Consent Agenda.

2009-0109 Class System/Active Network Maintenance Agreement - Approval

A copy of the annual maintenance agreement from Active Network, the parent company of the Class System software used by the Recreation Department was submitted to the Recreation Committee for review. Over 50 staff members use this system to manage the department's programs and facilities.

The amount budgeted for this year's maintenance and support service is \$25,000.00. The total cost of this year's agreement from Active Network is \$24,712.69. Staff is requesting approval to pay the maintenance agreement.

I move to approve payment to Active Network for the 2009 software maintenance agreement at a cost not to exceed \$24,712.69.

This matter was APPROVED on the Consent Agenda.

2009-0107 Liquid Bulk Chlorine - State Bid Award

The Illinois Parks and Recreation Association has a state wide bidding program that the Village participates in every year for the liquid bulk chlorine used at Centennial Pool.

This year the vendor that was chosen to receive the State Bid Award is Basic Chemical Solutions. The Village has used Basic Chemical Solutions for the past seven years and they have provided excellent service to the Village of Orland Park.

The cost for Chlorine is \$2.32 per gallon and the cost for Hydrochloric Acid is \$3.99 per gallon.

I move to approve accepting the IRPA State bid vendor, Basic Chemical Solutions, for liquid bulk chlorine and hydrochloric acid at a cost not to exceed \$37,440.00.

This matter was APPROVED on the Consent Agenda.

2009-0104 Utility Bill Outsourcing - Approval

On January 20, 2009, a Request for Proposals was sent to eleven companies that provide the service of printing, inserting and mailing utility bills. An advertisement was also placed in the local newspaper. Five companies responded to the Request for Proposals. Two companies were selected for the interview process.

During the interview process, staff determined that Infosend, Inc. was the most qualified company to provide utility printing services. Infosend has over 200 clients, 90 of which are municipal clients. Many of their municipal clients utilize the Village's utility billing software vendor, Sungard HTE. Village bills will be printed at Infosend's newest production site in Downers Grove, Illinois, a state of the art facility. Village staff plans to work in cooperation with Infosend to redesign the utility bill to include a water usage graph that many Village customers have requested.

Staff also recommends implementing Infosend's electronic bill presentment service that allows Infosend to email an exact replica of the Village's utility bill to customers. The email will include a link to the Village's website for online payment using the new Click2Gov software. The Village will save on postage costs by offering this new service to Village customers. It is estimated that if 5% of the Village's customers enroll in this service, the Village will save approximately \$2,100 annually on postage.

It is recommended that Infosend Inc. be awarded the contract for a period of three years. Initial set-up fees for bill print are being waived and the set-up fee for the email bill service is \$1,500. The annual price for each printed utility bill for the next 3 years is \$0.111, \$0.115, and \$0.117, respectively. Based on printing 137,000 utility bills per year, the annual cost equates to \$15,207, \$15,755, and \$16,029. The annual price for each emailed utility bill for the next 3 years is \$0.130, \$0.134, and \$0.138, respectively. Additional inserts into the utility bill would cost \$.060, \$.063, and \$.066 for the next three years.

The contract will be at the prices stated above for each of the three years, unless 30 days written notice is given prior to the annual anniversary date of the executed contract.

I move to approve accepting the proposal by Infosend, Inc. for the printing, inserting, emailing, and mailing of utility bills,

and

to award Infosend the three year contract for \$0.111 per printed utility bill for the first year, \$0.115 for the second year, and \$0.117 for the third year; and \$0.130 per emailed utility bill for the first year, \$0.134 for the second year, and \$0.138 for the third year plus the cost of the email set up fee, and the cost of printing and

inserting letters as stated.

This matter was APPROVED on the Consent Agenda.

2009-0100 Village Code Amendment - Parking

The proposed Village code amendment clarifies that all vehicles parked on private property must be parked on the driveway.

The proposed code change allows for better enforcement, if needed.

I move to approve of the Village Code amendment regarding parking as presented.

This matter was APPROVED on the Consent Agenda.

2009-0103 ICSC Booth Rental Contract

The Village Board approved \$18,000 in the 2008-2009 budget in order to participate in the International Council of Shopping Centers (ICSC) 2009 Annual Convention. The purpose of the trip is to supplement the Village's Economic Development strategy and to form relationships with potential future retailers. These relationships are even more important now that expansion plans for many retailers have become more conservative due to the economy. This year, the Main Street Triangle project will be a major focus of the booth and meeting appointments.

Last year at ICSC, the Village's experience was positive and the community received numerous compliments on the design of the 20' x 20' booth that provided both a display area and a meeting area. Additionally, Orland Park, along with New York City, were the only two communities featured in ICSC's international marketing materials. This year, in an effort to be more financially conservative, staff has reduced the booth size by half and the number of staff members attending.

The Village solicited designs and bids from last years contractor, GES and a new contractor named Exhibit Fair International (EFI). EFI provided the best design at a contract cost of \$8,861.28. Not only is this less than half of what the Village paid in 2008, it is over \$2,000 less than the 10' x 10' GES booth cost in 2007. The advantages of a custom booth are many and include, more updated furniture and graphics, immediate compliance with all ICSC standards, installation and dismantling completed by trained professionals, and included graphic production.

Although the light panels from the previous two years have been removed, due to cost; the static graphic panel design and the color scheme coordinated to the Village's theme will provide for a very professional look. The cost of the booth has been quoted at \$8,861.28. The amount of the booth fits within the original approved budget for the Convention.

I move to approve a payment to EFI, Exhibit Fair International in an amount not to exceed \$8,861.28 for design, installation and dismantling of the Village of Orland Park's display booth for the 2009 International Council of Shopping Centers (ICSC) Convention.

This matter was APPROVED on the Consent Agenda.

2009-0117 American Financial Funding Corporation (AFFC) Development Agreement - Expiration

The American Financial Funding Corporation (AFFC) development agreement is set to expire on April 16, 2009. Due to the fact that there are no outstanding issues or fees, staff recommends this agreement be allowed to expire.

I move to approve authorizing expiration of the American Financial Funding Corporation (AFFC) development agreement.

This matter was APPROVED on the Consent Agenda.

2009-0116 Supreme Car Wash Development Agreement - Expiration

The Supreme Car Wash development agreement is set to expire on July 16, 2009. Due to the fact that there are no outstanding issues or fees, staff recommends this agreement be allowed to expire.

I move to approve authorizing expiration of the Supreme Car Wash development agreement.

This matter was APPROVED on the Consent Agenda.

2009-0119 Vintage Place - Amendment to Development Agreement - Ordinance

The Vintage Place development agreement is set to expire on May 20, 2009. Due to some outstanding issues, staff is recommending extending the development agreement.

I move to pass Ordinance Number 4466, entitled: AN ORDINANCE AUTHORIZING AMENDMENT TO DEVELOPMENT AGREEMENT (VINTAGE PLACE - 16950 SOUTH 104TH AVENUE)

This matter was PASSED on the Consent Agenda.

2008-0442 Orland Park Historic Marker Program - Phase II

In Phase I of the Orland Park Historic Marker Program, the Twin Towers Sanctuary, Cox House and the former Christ Lutheran Church were planned and scheduled to have historic markers. The selection of these buildings was per the original proposal to the Village Board to create a historic marker program. Phase I of the program is nearing completion. The individual property owners have agreed to allow the installation of the historic markers on the private property of each of these buildings. Phase I requires a final site plan approval before the markers can be planted into the ground.

Phase I completion is scheduled for April 2009.

The Historic Preservation Review Commission, in its original program proposal to the Village Board, highlighted the Hostert Cabins as part of the Phase I implementation. However, due to budgetary concerns only the three sites mentioned above were selected. Phase II can begin with the Hostert Cabins.

For Phase II of the program, the Historic Preservation Review Commission will select a second set of three buildings for program implementation.

The total budget approved by the Village Board in FY 2007-08 (and rolled over for FY 2008-09) for the Orland Park Historic Marker Program was \$9,369.

After Phase I costs (\$4,470) are subtracted from the total program budget, the Phase II budget will be \$4,899.

When Phase II is completed, a total of six contributing structures/ landmarks will be marked by a historic marker in Old Orland. Following Phase II implementation, the program will require additional funds from the Village Board to begin Phases III and IV.

PHASE II RECOMMENDATIONS

Union Avenue General Store/ Loebe Brothers

According to the 2008 Residential Area Intensive (RAI) Survey by McGuire Iglesias and Associates, the Union Avenue General Store is a contributing structure to the Historic District. The building is still used today as it was originally intended, as a mixed-use commercial/ residential structure. The 19th Century building is in "good" condition, per the survey, and has a strong Italianate commercial storefront. It also has a documented history as a stagecoach station originally located four miles away. The building was then moved in 1880 to its current location in order to keep the building along the main travel corridors through the area. The current location was close to the original Wabash Railroad's Sedgwick/ Orland train station. In 1898, the John and Albert Loebe opened their general store in the building and the business lasted until 1969.

Old Bank Antiques/ Orland State Bank

According to the 2008 RAI Survey, the Old Bank Antiques is a contributing structure to the Historic District. The building is still used today as it was originally intended, as a mixed-use commercial/ residential structure. The early 20th Century masonry building is in excellent condition, per the survey, and its historical integrity remains "high". It is an example of early 20th Century Italianate commercial architecture. The building housed the Orland State Bank from 1920 to 1956, when the bank moved to a new building. For a long time the building served as the main communication station in the Orland area with the upstairs of

the building used as the Central Exchange office for the Chicago Telephone Company until it moved to Palos Park.

I move to approve to select the following buildings commonly known as the "Hostert Log Cabins" at 14671 West Avenue, "Union Avenue General Store" at 14314 Union Avenue, and "Orland State Bank" at 14316 Beacon Avenue for Phase II of the Orland Park Historic Marker Program.

This matter was APPROVED on the Consent Agenda.

DEVELOPMENT SERVICES AND PLANNING

2009-0062 2008-09 Zoning Map Update

Per state statute, the Village must update and publish a zoning and boundary map reflecting the changes that occurred during the previous calendar year. Zoning and boundary (annexation) changes for the calendar year 2008 through February 28, 2009 have been made.

Development Services has reviewed the map and listings and is in concurrence with the changes.

I move to approve the Official Zoning and Boundary Map of the Village of Orland Park, Cook and Will Counties, Illinois, reflecting the true and correct zoning of the Village of Orland Park as of February 28, 2009, and that said Official Zoning and Boundary Map be authorized to be published.

A motion was made by Trustee James Dodge, Jr., seconded by Trustee Edward Schussler, that this matter be APPROVED. The motion CARRIED by the following vote:

Aye: 7 - Trustee Murphy, Trustee Fenton, Trustee O'Halloran, Trustee Dodge, Trustee Schussler, Trustee Gira, and Village President McLaughlin

Nay: 0

NON-SCHEDULED CITIZENS & VISITORS

Charles and Marlene O'Connell, 13501 Circle Drive spoke before the Board regarding the on-going problems with flooding on their property since the McNaughton property (Park Corners) has been developed. Mrs. O'Connell read a statement regarding grading issues that were discussed at past meetings.

President McLaughlin stated that the next time this problem occurs, he asked the O'Connell's call him so he can come out and view this problem in person.

BOARD COMMENTS

TRUSTEE DODGE - Stated President McLaughlin and he were representing the Village of Orland Park at the official kick-off of the weekend extended service on the southwest Metra line out to Manhattan.

It was encouraging to see in such a short number of years, through the efforts of Congressman Lipinski in D.C., a range of representatives, and the RTA that the funds were able to be raised for a demonstration project to have trains over the weekends for the southwest line.

It is important for the other municipalities that use this line help to inform this extended weekend service to their residents. As more commuters use the trains over the weekends there is a good chance the funding will continue through the RTA, state, and the federal government.

TRUSTEE MURPHY & TRUSTEE FENTON – Both thanked President McLaughlin for the great job he did as the auctioneer at this year Chefs Auction. \$13,500.00 was raised in the live auction.

PRESIDENT McLAUGHLIN - Stated a letter was received from the Girl Scouts thanking the Village for our help with their art fair last weekend.

EXECUTIVE SESSION

I move to recess to a Closed Executive Session for the purpose of discussion of a) approval of minutes; and b) the purchase or lease of real property for the use of the village.

A motion was made by Trustee Bernard Murphy, seconded by Trustee Kathleen Fenton, that this matter be RECESS. The motion CARRIED by the following vote:

Aye: 7 - Trustee Murphy, Trustee Fenton, Trustee O'Halloran, Trustee Dodge, Trustee Schussler, Trustee Gira, and Village President McLaughlin

Nay: 0

ADJOURNMENT - 8:01 PM

A motion was made by Trustee Kathleen Fenton, seconded by Trustee Bernard Murphy, that this matter be ADJOURNED. The motion CARRIED by the following vote:

Aye: 7 - Trustee Murphy, Trustee Fenton, Trustee O'Halloran, Trustee Dodge, Trustee Schussler, Trustee Gira, and Village President McLaughlin

Nay: 0

/nm

APPROVED:

Respectfully Submitted,

David P. Maher, Village Clerk