

# **VILLAGE OF ORLAND PARK**

*14700 Ravinia Avenue  
Orland Park, IL 60462  
[www.orland-park.il.us](http://www.orland-park.il.us)*



## **Meeting Minutes**

**Monday, May 7, 2012**

**6:00 PM**

**Village Hall**

## **Parks and Recreation Committee**

*Chairman Patricia A. Gira  
Trustees Brad S. O'Halloran and James V. Dodge  
Village Clerk David P. Maher*

**CALL TO ORDER/ROLL CALL**

The meeting was called to order at 6:19 PM.

**Present:** 3 - Chairman Gira; Trustee O'Halloran and Trustee Dodge

**APPROVAL OF MINUTES****2012-0233 Approval of the April 2, 2012 Parks and Recreation Minutes**

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of April 2, 2012.

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

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

**ITEMS FOR SEPARATE ACTION****2012-0263 Operable Wall Partition For New FLC Classrooms - Quote**

Park's Division Director Frank Stec reported that the design plans for the new classroom additions at the Franklin Loebe Center include an operable wall partition. Builders United Sales Company, of Minooka, IL submitted a quote for \$10,425.00, the wall includes washable panels and marker boards on each side with door. This is the operable wall partition that the architect recommends. This company installed the folding doors at the Civic Center, we have been very pleased with their service and products.

I move to recommend to the Village Board to approve waving the bid process and accepting the quote from Builders United Sales Company for a cost not to exceed \$10,425.00.

**A motion was made by Trustee O'Halloran, 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 Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

**2012-0254 Chefs' Auction Donation to American Cancer Society**

Recreation Division Director Nancy Flores reported that the Chefs' Auction to benefit the American Cancer Society Breast Cancer Research Program was held on February 16, 2012 at the Orland Chateau.

Revenue from the Chefs' Auction was \$12,250, which included ticket sales, ad

sales, raffle sales, donations, and coat check collections. The live auction raised \$7,050.00 from six restaurant packages, which was paid directly to the American Cancer Society at the event.

Expenses for the event totaled \$3,940.19, leaving a profit of \$8,309.81.

Staff is requesting approval of payment to the American Cancer Society from the proceeds of the 2012 Chefs' Auction in the amount of \$8,309.81.

I move to recommend to the Village Board to approve payment of \$8,309.81 from the proceeds of the 2012 Chefs' Auction to the American Cancer Society.

**A motion was made by Trustee O'Halloran, 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 Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

#### **2012-0245 Recreation Department Program Brochure - Fall 2012 Programs**

Director Flores reported that the lists of recommended programs (attached to the Committee packet) is to be offered in the Recreation and Parks Department 2012 Fall brochure. Included in the lists are contractual costs (over \$5,000) that would need Board approval associated with the fall sessions. These costs are covered by revenue generated through registration fees and actual costs are dependent on the number of participants registered.

Staff is requesting approval of the recommended programs and payment to the contractual instructors at time of invoicing.

I move to recommend to the Village Board to approve the recommended programs and payment to the contractual instructors at time of invoicing.

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

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

#### **2012-0279 Park/Playground RFP Results**

Director Stec reported that fourteen RFP's were received for design of park and play equipment at the following parks: Centennial Park (play equipment replacement), Sunny Pine Park (play equipment replacement) and Colette Highlands (tot lot design/play equipment). After review by a Village team from Parks, Recreation, and the Village Manager's Office, three different firms were picked to design the parks. They were all chosen based on cost and qualifications.

Norris Design	Centennial Park	\$4,200.00
Architectural Resource Corporation	Sunny Pine Park	\$4,800.00
Brusseau Design Group	Colette Highlands Park	\$8,090.00

Due to cost, Brusseau Design will require Board approval. We are excited to advance the development of these parks and feel each of these firms offered proposals that bring quality at an appropriate cost.

This agenda item is being considered by the Parks & Recreation Committee and the Village Board of Trustees on the same night. Village Board approval will be contingent upon receiving an approval recommendation at the Parks & Recreation Committee meeting.

The Committee discussed why different companies were chosen for the different parks.

Trustee Gira stated that she did not have an RFP summary sheet so that she could compare the pricing on these parks.

Assistant Village Manager Ellen Baer explained that each of the companies that were selected for that particular park were the lowest bidder.

It was agreed by the Committee and staff that only Colette Highlands Park would be approved. With regards to Sunny Pine Park and Centennial Park, further information will be provided to show proposal costs and qualifications.

I move to recommend to the Village Board the proposal from Brusseau Design at a cost not to exceed \$8,090.00.

**A motion was made by Trustee O'Halloran, 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 Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

## **2012-0280 Civic Center Roof Replacement Bid Award**

Director Stec reported that five bids were received for the Civic Center roof replacement and the low bidder was Coleman Roofing, Inc. of Chicago at \$84,142.00 without alternate1 (alternate 1 - remove existing roof from the annex and install all new insulation. Our contracted engineers do not feel that this additional extra is necessary). Amount budgeted for this work was \$160,000.00.

Because of impending events at the Civic Center it is noted that we need to move forward on this item in order to assure completion in a timely manner.

This agenda item is being considered by the Parks & Recreation Committee and the Village Board of Trustees meeting on the same night. Village Board approval will be contingent upon receiving an approval recommendation at the Parks & Recreation Committee meeting.

I move to recommend to the Village Board accepting the bid amount not to exceed \$84,142.00 from Coleman Roofing, Inc.

**A motion was made by Trustee O'Halloran, 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 Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

#### **ADJOURNMENT - 6:37 PM**

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

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

**/nm**

APPROVED: June 4, 2012

Respectfully Submitted,

/s/ David P. Maher

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**David P. Maher, Village Clerk**