

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orlandpark.org



Meeting Minutes

Monday, November 7, 2022

6:00 PM

Police Department - Training Room

Board of Trustees

*Village President Keith Pekau
Village Clerk Patrick R. O'Sullivan
Trustees, William R. Healy, Cynthia Nelson Katsenes, Michael R. Milani,
Sean Kampas, Brian Riordan and Joni Radaszewski*

CALL TO ORDER/ROLL CALL

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

Present: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski and Village President Pekau

VILLAGE CLERK'S OFFICE**2022-0860 Approval of the October 17, 2022, Regular Meeting Minutes**

I move to approve the minutes of the Board of Trustees Meeting of October 17, 2022.

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

ACCOUNTS PAYABLE**2022-0873 Accounts Payable - Approval**

I move to approve the Accounts Payable from October 18, 2022 through November 07, 2022 in the amount of \$6,646,045.12.

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

CONSENT AGENDA**Passed the Consent Agenda**

A motion was made by Trustee Kampas, seconded by Trustee Riordan, 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 Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2022-0858 Payroll - 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 Bi-Weekly Payroll for October 14, 2022 in the amount of \$1,395,073.01.

This matter was APPROVED on the Consent Agenda.

2022-0859 Payroll - 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 Bi-Weekly Payroll for October 28, 2022 in the amount of \$1,301,667.25.

This matter was APPROVED on the Consent Agenda.

2022-0849 Disposal of Village Equipment (Online Auction) - Public Works Department - Ordinance

The Village's Public Works Department is requesting that the Village declare the following equipment described below and in the attached ordinance as surplus property and dispose of through Public Surplus.com (online auction). These items are no longer necessary or useful for the Village of Orland Park.

One (1) 1993 New Holland L-785 skid steer, serial number 836968, with 2100 hours.

One (1) 2004 We Haul WE834TA4 Utility Trailer, VIN 5NHTWEK234N055832.

One (1) 1998 John Deere 820R rototiller, serial number M0820RX010112.

In order to legally dispose of municipal property, the Village must adopt an ordinance that describes the items to be sold.

In the event that two (2) attempts have been made to sell said property, and that no bids have been received equal to the minimum price, the property shall be either donated or scrapped as determined by the Village Manager.

I move to adopt Ordinance 5752, entitled: AN ORDINANCE AUTHORIZING DISPOSAL BY PUBLIC AUCTION OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF ORLAND PARK, ILLINOIS.

This matter was APPROVED on the Consent Agenda.

2022-0793 22-056 ITB - Facility Duct Cleaning - Public Works and Police Station - Rejection

On October 3, 2022, the Public Works Department issued Invitation to Bid (ITB) 22-056 - Facility Duct Cleaning - Public Works and Police Station. The intention of the bid was to obtain the services of a qualified contractor for duct cleaning at the Public Works and Police Department facilities.

During the two (2) weeks that the bid was open for review, ten (10) firms downloaded either partial or complete bid packages. ITB 22-061 closed on October 18, 2022, at which point no bids had been submitted.

Due to an insufficient number of bid submittals, staff recommends rejecting the ITB. Public Works staff will contact duct cleaning contractors directly in an effort to obtain a sufficient number of proposals to move forward with this project.

I move to reject ITB 22-056 - Facility Duct Cleaning - Public Works and Police.

This matter was APPROVED on the Consent Agenda.

2022-0794 ITB 22-061 - Rec Admin Entry Ramp and ADA Access Improvement Project (Re-Issue) - Rejection

On September 28, 2022, the Public Works Department re-issued Invitation to Bid (ITB) 22-061 - Rec Admin Entry Ramp and ADA Access Improvement Project. The intention of the bid was to obtain the services of a qualified contractor for exterior remodeling of an existing accessible route to the main entrance of the Rec Admin Building.

During the three (3) weeks that the bid was open for review, thirteen (13) firms downloaded either partial or complete bid packages. ITB 22-061 closed on October 19, 2022, at which point only one (1) firm submitted a bid. This firm also submitted the only bid for the first bid issuance (ITB 22-050).

Due to an insufficient number of bid submittals, staff recommends rejecting the only submitted bid. Public Works staff will re-issue this bid in early 2023 in the hope that more contractors will be available to submit bids.

I move to reject the sole bid received for ITB 22-061 - Rec Admin Entry Ramp and ADA Access Improvement Project.

This matter was APPROVED on the Consent Agenda.

2022-0851 Plat of Easement Grant & Vacation - LaGrange Square

On March 21, 2022, the Village Board of Trustees approved a Site Plan, Landscape Plan, Elevations, and Special Use Permit Amendment with Modifications to the Land Development Code for LaGrange Square located at 45 Orland Square Drive. This allowed for the construction and operation of the BJ's

Brewhouse on Lot 3, and is subject to the conditions as stated in the ordinance.

As part of the project, the Village's 84-inch diameter storm sewer was relocated to the south and subsequently, the Public Utility and Drainage Easements (PU&DE) on the property must be reflected to incorporate the new utility alignment. This plat proposes the vacation of the current easement and establishment of a new PU&DE.

The developer will obtain all signatures on the plat from relevant parties, submit the plat to the Village for signatures, and will be responsible and liable to record the document with the Cook County Clerk's Recordings Division. The final recorded document will be returned to the Village.

I move to adopt the Plat of Easement Grant & Vacation for LaGrange Square, located at 45 Orland Square Drive, titled "Plat of Easement Grant & Vacation" prepared by Woolpert, Inc., dated October 6, 2022.

This matter was APPROVED on the Consent Agenda.

2022-0864 Cook County Intergovernmental Agreement for Chicago Southland Fiber Network

Cook County was awarded funding through the Connect Illinois Broadband Grant to expand access to broadband data and fiber networks throughout the Chicago Southland region. This project expands the reach of the Chicago Southland Fiber Network (CSFN). CSFN is a 501(c)(3) nonprofit organization founded by the South Suburban Mayors and Managers Association with assistance from the State of Illinois and Cook County. The primary mission of CSFN is to facilitate the expansion of fiber optic infrastructure to Chicago Southland communities. A map of the current and proposed expansion of this network infrastructure can be found at <https://maps.cookcountyil.gov/csfBroadband/>.

The Village buried cable conduit along LaGrange Road from 131st Street to Orland Parkway as part of the LaGrange Road widening project. The Village entered into an Intergovernmental Agreement (IGA) with District 230 and a separate IGA with District 135 for use and maintenance of this conduit and the fiber optic cabling contained within it. The District 230 IGA contained a provision that both the Village and District 230 would equally share revenue should District 230 lease their fiber to another third party. CSFN is not requesting use of any District 135 fiber optic cable.

CSFN requires separate twenty-year (20-year) agreements with both District 230 to utilize their fiber optic cable and with the Village of Orland Park to use their conduit to extend the CSFN network from Tinley Park north to Moraine Valley Community College. Cook County has already received approval of its IGA with District 230. Staff is recommending approval of the Intergovernmental Agreement between the Village of Orland Park and Cook County (EXHIBIT A) for use of the Village's conduit for these purposes.

I move to approve the Intergovernmental Agreement between Cook County and the Village of Orland Park for expansion of the Chicago Southland Fiber Network.

AND

To authorize the Village Manager to execute the Agreement, subject to Village Attorney review.

This matter was APPROVED on the Consent Agenda.

2022-0843 Henderson Stainless Steel Dump Body - Purchase and Installation

The Village currently operates thirteen (13) Sterling dump body vehicles. The average age of those vehicles and bodies is twenty (20) years. The Sterling trucks have carbon steel dump beds, as opposed to the newer trucks having stainless steel dump bodies, which are corrosion resistant.

Snow removal operations, particularly the use of salt, has affected the integrity of the Sterlings' dump bodies and the dumping mechanisms. Corrosion has set in and produced holes in the beds beyond reasonable repair. One (1) body is in particularly bad shape, rendering it unusable in its current condition for any operations. The dump body also had a design flaw resulting in a rotating pin not having grease fittings. Because of this flaw, the pin has sheered resulting in the vital dump body for snow operations, rendering it unusable until repaired.

Truck chassis availability is currently an issue. The Village has six (6) Peterbilt chassis ordered with fourth quarter, 2023 projected delivery. The purchase of a new stainless steel dump body to be mounted on an older Sterling chassis will lengthen the service life of the truck. When the chassis is to be removed from service, this new dump bed will be taken off and installed on a new chassis.

Staff would like to proceed with the purchase and installation of one (1) Henderson HPI Mark E stainless steel dump body at the Sourcewell discounted price of \$45,464.00.

I move to approve the use of Sourcewell contract #080814-HPI for the purchase and installation of one (1) Henderson Mark E dump body for an amount of \$45,464.00 per quote #165719, dated October 14, 2022;

AND

Authorize the Village Manager to execute all related contracts, subject to the Village Attorney review.

This matter was APPROVED on the Consent Agenda.

2022-0842 2022 Road Improvement Program Construction Management - Change Order #1

On April 18, 2022, HR Green, Inc. was awarded the 2022 Road Improvement Program (RIP) Construction Management contract to oversee and manage the contractor, PT Ferro Construction Company. The 2022 Neighborhood Road Improvement Program includes the maintenance and reconstruction of various roadways/streets throughout the Village.

On June 20, 2022, PT Ferro Construction Company was awarded Change Order #1, which added additional project areas (Treetop Drive and Shady Lane, and Golfview South, north of 157th Street) to the contract. HR Green's initial project oversight contract did not include hours for these additional areas. The Local 150 strike this past summer impacted the project by extending the project. Instead of completing the concrete work and asphalt in tandem, only concrete work was able to be done initially. Asphalt was done later which resulted in HR Green being on site more. Also, due to the Local 150 strike, the El Cameno Re'al subdivision water main project started late, which resulted in the roadway portion of this project being pushed into Spring of 2023 for completion. Additional hours are also needed to cover the work in the Spring and to close out the project. HR Green submitted a supplemental request in the amount of \$58,106.25, which is justified for the remaining work. With knowledge of this additional project scope and delay, the Village knew it needed to add HR Green's scope at a later date and adjust their completion date.

I move to approve Change Order #1 with HR Green for the 2022 RIP Program in an amount not to exceed \$58,106.25;

AND

Authorize the Village Manager to execute all related contracts, subject to Village Attorney review.

This matter was APPROVED on the Consent Agenda.

2022-0387 Wild Fork - Development Petition for approval of the Site Plan, Landscape Plan, and Elevations

Project:
Wild Fork - 14860 LaGrange Road
2022-0387

Petitioner: Max Gutowski
Project Representative: Randall H. Andersen, P.E.

Purpose:
The petitioner seeks to demolish the existing vacant restaurant building and construct a 4,900 square-foot grocery store located at 14860 LaGrange Road.

Requested Actions:

Approval of the Site Plan, Landscape Plan, and Elevations.

Address: 14860 LaGrange Road

P.I.N.: 27-09-401-019-0000

Parcel Size: 0.85 acres

BACKGROUND

On October 28, 1991, the Village Board of Trustees approved an ordinance authorizing an amendment to a Special Use Permit for a restaurant called Shoney's to redevelop the existing building, formerly occupied by Wag's restaurant.

On August 16, 2011, staff approved building permits for a restaurant called IHOP to redevelop the existing building.

COMPREHENSIVE PLAN

Planning District: Regional Core Planning District

Planning Land Use Designation: Regional Mixed Use

The Comprehensive Plan identifies the intersection of 149th Street and LaGrange Road as a development opportunity for Regional Mixed Use with an emphasis on promoting cross access and improvements on aging commercial structures. The proposed grocery store is considered an appropriate land use in this area.

ZONING DISTRICT

Existing Village Center District (VCD)

Proposed Village Center District (VCD)

ADJACENT PROPERTIES

North Village Center District (VCD): Auto repair shop (Midas)

East Mixed Use District (COR): Bank (Fifth Third Bank & ATM)

South Village Center District (VCD): Commercial Retail (Men's Wearhouse)

Commercial Retail: (Party City)

Personal Establishment (Signature Nail Salon and Spa)

Commercial Retail (The RoomPlace)

Commercial Retail (Trader Joe's)

West Village Center District (VCD) Restaurant (Orland Park Bakery)

LAND USE CLASSIFICATION

Existing Vacant Building (formerly IHOP)

Proposed Commercial Retail

LAND USE INTENSITY

Existing 1.00 maximum
Proposed 0.13

DETAILED PLANNING DISCUSSION

SITE PLAN

14860 LaGrange Road is a 0.85-acre commercial site with existing landscaping, sidewalk access, and nearly 400' of total street frontage at the intersection of 149th Street and LaGrange Road in the Regional Core Planning District. The existing 4,710 square-foot single-story building was most recently occupied by IHOP restaurant.

The development petition proposes demolishing the existing building and constructing a 4,900 square-foot Wild Fork grocery store with new internal sidewalks, parking, and extensive landscaping. Wild Fork will be open daily from 8:00 a.m. to 9:00 p.m. and will sell frozen, pre-packaged food. Site improvements include a significant reduction of total impervious surfaces, installation of bicycle racks, installation of substantial landscaping around the parking lot, installation of new sidewalk connections to 149th Street, and new building façade with bright colors.

The development petition requests approval of two site plans due to ongoing cross-access easement agreement discussions with the adjacent property owner. The site plans show the following options:

1. Full access at the proposed northwest and existing southwest driveways
2. Full access at the existing northeast and existing southwest driveways

BUILDING HEIGHT

Permitted 55' maximum
Proposed +/- 26' 8"

BUILDING SETBACKS

Required Proposed
Rear (North) 15' 18'
Side (East) 15' 34'
Front (South) 15' 27'
Side (West) 10' 10'

LOT COVERAGE

Permitted: 75% Maximum; 80% maximum with Best Management Practices (BMP)
Proposed: 56% Lot Coverage

The petitioner proposes a lot coverage of 56% by demolishing the existing building and a large portion of the surrounding parking lot along 149th

VEHICULAR MOBILITY

The existing site has northeastern full access from an off-site driveway from

LaGrange Road and a southwestern full access driveway from 149th Street. The petitioner is proposing to keep the existing full access from 149th Street; however, the existing full access driveway from LaGrange Road poses potential public safety and site circulation issues due to the short, diagonal turning angle for cars entering or leaving the site. Wild Fork has a cross-access agreement with the adjacent property that includes the existing full access driveway from LaGrange Road, but does not have an agreement in place for the proposed northwestern full access driveway that would provide a safer passage for vehicles; therefore, the petitioner is proposing two site plans reflecting both options with the understanding that when the cross-access agreement for the northwestern full access is secured, that access will be constructed and the northeastern full access will be closed. Staff is supportive of this interim 2-phase approach.

PARKING SETBACKS

| Required | Proposed |
|---------------|----------|
| Rear (North) | 10' 18' |
| Side (East) | 10' 20' |
| Front (South) | 10' 42' |
| Side (West) | 10' 10' |

PARKING STALLS

| | |
|-----------|----------------------------------|
| Permitted | 24 parking stalls (1 per 250 sf) |
| Proposed | 24 parking stalls (1 per 250 sf) |

Pedestrian and Bicycle Mobility

The petitioner is proposing internal sidewalks on the northern and western sides of the building to connect with existing public sidewalks along 149th Street. The petitioner is also proposing 2 bicycle racks directly adjacent to the store front entrance to comply with Code requirements and facilitate bicycle mobility.

Signage

A full review of proposed signage will be conducted after Board of Trustees approval. Proposed signage will need to comply with the provisions of the Land Development Code.

Lighting

A full review of proposed lighting will be conducted during Final Engineering review. Proposed lighting will need to comply with the provisions of the Land Development Code.

ELEVATIONS

The proposed building façade designs include brick masonry with aluminum metal wall panels, aluminum metal canopies, and storefront windows on all sides of the building to support human scale. The façades facing 149th Street and LaGrange Road are accentuated by floor-to-ceiling spandrel glass windows to provide visual

interest. The rear façade features a corner front entrance and additional glass windows that offer visitors a glimpse of merchandise.

DETAILED LANDSCAPING DISCUSSION

LANDSCAPE PLAN

Hey and Associates, Inc. reviewed the Preliminary Landscape Plan dated September 12, 2022. The requirements are met for parkway, corridor, bufferyard, foundation, and interior landscaping. Signage Landscape requirements appear to be met and will be confirmed during final review. The representative plant list appears to meet diversity requirements for number of species; percentage of species will be evaluated at final review.

Cash-in-lieu shall be provided for any remaining tree deficiencies determined during final review.

DETAILED ENGINEERING DISCUSSION

ENGINEERING PLAN

Stormwater Management

The preliminary engineering plans, reviewed by Staff, are compliant with the Land Development Code.

Utilities

The sanitary connection to this project will be located in the existing sanitary main along 149th Street and LaGrange R.O.W.

PLAN COMMISSION DISCUSSION

At the Plan Commission meeting on September 20, 2022, the Commissioners expressed general appreciation for Wild Fork's investment in the existing vacant property. A few Commissioners noted the importance of obtaining the cross-access agreement to allow construction of the desired northwest access from LaGrange Road, for safety reasons.

PLAN COMMISSION RECOMMENDED ACTION

The Plan Commission voted and approved the following motion, with a unanimous vote of 6 ayes with 1 Commissioner absent:

1. The development will be in substantial conformance with the Preliminary Site Plan for Wild Fork, last revised September 12, 2022, the Conceptual Site Plan Alternate (Existing Easement) for Wild Fork, last revised September 12, 2022, the Preliminary Landscape Plan for Wild Fork, last revised September 12, 2022, and the Building Elevations last revised September 12, 2022.
2. Meet all building code requirements and final engineering requirements,

including required permits from outside agencies.

3. Screen all mechanical equipment either at grade or at rooftop with landscaping or parapets respectively.
4. Submit a sign permit application to the Development Services Department for separate review. Signs are subject to additional review and approval via the sign permitting process and additional restrictions may apply.
5. Provide tree mitigation cash-in-lieu that will be determined upon final review, if required.
6. The Preliminary Site Plan for Wild Fork, last revised September 12, 2022, must be implemented within (1) year of the establishment of a cross-access easement agreement that would allow for the construction of that plan.

I move to approve the petitioner's request for the approval of the Site Plan, Landscape Plan, and Elevations for Wild Fork at 14860 LaGrange Road, subject to the conditions in the Board of Trustees Recommended Action for case 2022-0387.

This matter was APPROVED on the Consent Agenda.

2022-0847 Traffic Impact Studies for the Parks Master Plan, RFP Award

As part of the Village's Parks Master Plan projects, Schussler Park, Centennial Park, and Centennial West Park will all require traffic impact studies to determine parking needs and potential impacts to Village roadways. This is a standard requirement for all public and private developments of this magnitude and complexity in the Village.

On October 5th, 2022, Engineering staff initiated a Request for Proposals (RFP) to pre-qualified engineering firms for traffic and parking impact studies for each of the three parks. Staff accumulated the questions received via email and on October 17th, staff responded to all engineering firms with the complete set of answers. The deadline for proposals was October 18th.

Five (5) proposals were received from the following engineering firms: Baxter & Woodman (B&W), Civiltech, Christopher B. Burke Engineering, Ltd. (CBBEL), Strand Associates (Strand), and Thomas Engineering (Thomas). All proposals were considered responsive and qualified for consideration and each proposal can reasonably meet the project deadlines.

Staff evaluated the proposals based on project scope, project requirements, and cost. As mentioned above, traffic and parking studies are often required for development and roadway projects in the Village, therefore, staff applied the same industry standard scope requirements and criteria when evaluating the proposal contents. Staff anticipate that the Centennial West Park and Schussler Park studies will occur shortly after Notice to Proceed is issued, however, the Centennial Park study will be conducted later at a more appropriate date.

Below is the cost breakdown of the proposed fees for each study along with the total fee proposed by each firm:

Schussler Park
B&W: \$6,000
Civiltech: \$9,014
CBBEL: \$17,000
Strand: \$20,700
Thomas: \$25,144

Centennial West Park
B&W: \$6,000
Civiltech: \$11,255
Thomas: \$19,720
CBBEL: \$20,000
Strand: \$27,800

Centennial Park
B&W: \$6,300
Civiltech: \$9,562
CBBEL: \$18,000
Strand: \$22,900
Thomas: \$31,364

Totals
B&W: \$18,300
Civiltech: \$29,831
CBBEL: \$55,000
Strand: \$71,400
Thomas: \$76,228

Of the five proposals received, two engineering firms, Christopher B. Burke Engineering, Ltd. and Strand Associates, proposed parking and traffic counts at nearby intersections. Both firms also proposed follow-up analysis and recommendations based on these findings. Conducting parking and traffic counts is considered as best practices for traffic impact studies and staff believe this is a key element required for a successful study. Staff understands that when parking and traffic counts are conducted, they require additional effort in collecting field data. Additionally, the field data also require data compilation, data analyses, and incorporating analyses results in recommendations and reports. All these efforts require additional time which is reflected in additional professional fees compared to the firms who are not providing these services. Both firms proposed the appropriate level of effort to analyze current parking and traffic conditions, assess potential impacts, and provide appropriate and relevant recommendations.

Staff is recommending Christopher B. Burke Engineering, Ltd. based on the

appropriate level of effort proposed at the most cost-effective fee. CBBEL will use Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA) as a subconsultant.

I move to approve the proposal from Christopher B. Burke Engineering, Ltd. of Rosemont, Illinois for the Traffic Impact Studies for the Parks Master Plan, for an amount not to exceed \$55,000.00;

AND

Authorize the Village Manager to execute all related contracts, subject to the Village Attorney review.

This matter was APPROVED on the Consent Agenda.

2022-0872 FY2022 Budget Amendment #9 - Approval

A detailed spreadsheet (by fund) reflecting budget adjustments is attached.

Police Department Staffing

The Police Department is requesting an increase in the hourly rate for the Youth Supervision Part Time (YSP) rate for the holiday patrol shifts at Orland Square Mall (Friday/Saturday Nights) from November 25, 2022 until January 8, 2023 from the current rate of \$35.00 to \$40.00 an hour. The increase in the YSP rate is needed in order to create an incentive for the part time staff to sign up for shifts and mitigate the need for street personnel or full time overtime shifts. The estimated increase to the balance of 2022 is \$1,200.

Development Services Department Staffing

The Development Services Department is requesting to hire a Development Project Manager who would work closely with other departments to coordinate processes and address inquiries pertaining to development projects. This is a new full time position requested in budget year 2023. Development Services would like to start seeking a candidate prior to the start of 2023. The estimated increase to the balance of 2022 is \$21,487.

Village Manager's Office - Lean Enterprise Institute Inc.

At the October 17, 2022 Village Board meeting, Lean Office Training for Development Services was approved with the Lean Enterprise Institute Inc. This was not included in the budget and the net budget impact for 2022 is an amount not to exceed \$33,000.

Village Manager's Office - Bonfire Training

Bonfire Training has provided the Village with a proposal to provide for Customer Service Essentials training. This was not included in the budget and the net budget impact for 2022 is not to exceed \$25,243.

Finance - Utility Billing Staffing

Finance is requesting Two (2) part-time Utility Billing Clerks to assist the Utility Billing division with the meter replacement program. These positions are included in the personnel requests for the 2023 budget, and the Finance Department would like to get these positions trained and prepared for the heavy work load that is expected. This is a temporary position intended only for two years or until the project is substantially complete. The financial impact to current budget is \$7,350.

I move to approve an increase in the General Fund expenditure budget in the amount of \$80,930 and to approve an increase in the Water & Sewer Fund expenditure budget in the amount of \$7,350 as detailed in FY2022 - Amendment #9.

This matter was APPROVED on the Consent Agenda.

2022-0862 An Ordinance Amending Appendices A and B to Ordinance No. 5676 - Sixth Amendment

The attached ordinance formally approves amended Appendix A and Appendix B that were approved by the Board on December 20, 2021, and amended on April 4, 2022, April 18, 2022, May 16, 2022, June 6, 2022 and July 18. These appendices reflect changes to full-time and part-time positions, along with salary ranges, as summarized below.

The changes to the Salary Ordinance are:

- Create the Full Time position of Development Project Manager (Grade 6).
- Create the Part Time position of Utility Billing Clerk (Grade 450)
- Create an Additional Pay Code for OSM YSP Holiday pay.

Development Project Manager

This Development Project Manager would serve as an ombudsman serving as a single point of contact for developers/applicants to navigate the permit and regulatory processes. The Development Project Manager will work closely with other departments to coordinate processes and address inquiries pertaining to development projects. Some duties would include directing developments from planning through Certificate of Occupancy, working with developers and attorneys regarding development applications and processes, and representing the Village at public meetings and concept meetings with potential developers.

Utility Billing Clerk

This position will be temporary while the Village completes the residential meter replacement program. Two temporary part-time employees will field customer service calls for utility billing to allow full-time Utility Billing employees to enter new meter information into the Village's software system. These positions will remain until the meter replacement program is substantially complete.

Orland Square Mall Youth Supervision Staffing

Part-time police officers working the Youth Supervision Program (YSP) at Orland Square Mall (OSM) on Friday and Saturday nights are paid \$30.00 an hour. This increased rate was previously approved as an additional incentive for part-time officers to schedule shifts on Friday/Saturday and eliminate the need to staff with street personnel or as a last resort, pay overtime to a full-time police officer.

For the holiday patrols at OSM, an alternative rate (Orland Square Retail Patrol) was built into payroll raising the rate to \$35.00 an hour. This period is in effect from November 25, 2022 until January 8, 2023. This was again done to create an incentive to sign up for shifts and mitigate the need for street personnel or full-time overtime shifts. This however conflicted with the YSP rate which is now lower than the holiday rate. To mitigate the discrepancy, staff is requesting an increase in the YSP rate to \$40.00 per hour (Friday/Saturday Nights) from November 25, 2022 until January 8, 2023.

The majority of this increase is mitigated by the staffing grant from OSM.

I move to adopt Ordinance 5753, entitled: ORDINANCE AMENDING APPENDICES A AND B TO ORDINANCE NO. 5676 - SIXTH AMENDMENT;

This matter was APPROVED on the Consent Agenda.

2022-0840 Vehicle Licensing Software System and Fulfillment Services for the 2023-2025 Vehicle Sticker Cycle- Approval

Since 2017, the Finance Department has used Third Millennium Associates, Incorporated (TMI) software for the sale of biennial vehicle licenses, including online sales. TMI is an Illinois based company providing the best-in-class vehicle sticker software designed exclusively for the annual renewal of vehicle licenses. The software capabilities include:

- Register and pay vehicle licenses online
 - Produces vehicle application renewal forms
 - Maintain payments, penalties, and past due amounts
 - Auto fill-in fields for efficient data entry
 - Provide resident receipts for each sticker purchased
 - Flexible inquiry and reporting tools
 - Provide barcoding and bank lock box OCR scan line
- Provide vehicle sticker fulfillment services eliminating the need for seasonal help.
- Provide vehicle scofflaw follow up mailing services
 - Improve the speed and efficiency of over the counter traffic annual licensing renewals

Before 2017, the Village used the Innoprise ComDev Licensing module to manage vehicle stickers. Since 2017, the Village has contracted with TMI and has been satisfied with their services. For online and mailed-in sticker applications, TMI will provide vehicle sticker fulfillment services during peak season. TMI is better equipped to mail stickers, and can do so faster and more efficiently than

Village staff.

Staff recommends extending the contract with TMI for vehicle licenses software, V-Pay vehicle online payments software, vehicle scofflaw follow up mailing services, vehicle application renewal forms and adding vehicle sticker fulfillment services. There is no new cost associated with the purchase of either software system. The annual cost for the software maintenance is \$2,508.35. The annual software fees are \$3,351.94. A biennial cost for the setup of the application renewal mailing is \$2,585. The vehicle sticker fulfillment service set up is \$726.24 annually. The vehicle sticker fulfillment service for mail in applications \$0.727 cents per sticker purchased (excluding return postage) and \$0.657 cents per online sticker purchased. The vehicle application renewal form price is \$.188 per vehicle record, or \$8,311.10 for 44,208 records.

We intend to seek updated data from the State in order to identify those vehicles registered to an Orland Park address, but do not purchase a vehicle sticker, for additional enforcement action.

I move to approve a contract extension with Third Millennium Associates, Incorporated to provide Vehicle Mailing, Software, V-Pay Online Payments and Fulfillment Services as detailed on their July 27, 2022 Price Quotation;

AND

I move to authorize the Village Manager to execute all necessary contracts and agreements subject to Village Attorney review.

This matter was APPROVED on the Consent Agenda.

2022-0844 Amend Title 7 Chapter 4 - Number of Class A, Class A-5, Class B, and Class C - Ordinance

Increase the number of Class A liquor licenses from Sixty-Six (66) to Sixty-Seven (67). Decrease the number of Class A-5 from Two (2) to One (1). Increase the number of Class B licenses from Thirty (30) to Thirty-One (31). Decrease in Class C from Eleven (11) to Ten (10).

I move to adopt Ordinance 5754, entitled: AN ORDINANCE AMENDING TITLE 7, CHAPTER 4 OF THE ORLAND PARK MUNICIPAL CODE, REGARDING THE AVAILABLE NUMBER OF CLASS A, CLASS A-5, CLASS B, AND CLASS C LIQUOR LICENSES ISSUED BY THE VILLAGE OF ORLAND PARK, COOK AND WILL COUNTIES, ILLINOIS.

This matter was APPROVED on the Consent Agenda.

2022-0870 Customer Service Essentials Training

At the June 20, 2022 Village Board meeting, the Village Board approved the Orland Park Leadership Development Program (OPLDP). The OPLDP is an

acknowledgement that the continuous evolution and success of any organization is linked to the continuous growth and evolution of its leadership. Along with the approval of the OPLDP, the Village Board approved the incorporation of training resources. The following customer service training resource will serve as base level training and assist in the formulation of a customer service policy.

Bonfire Training's Customer Service Essentials (CSE) workshop is the company's foundational customer service training program with time-tested, relevant and applicable content for internal and external customer interactions. This CSE training program is designed to increase the confidence of staff so that they can consistently deliver an exceptional customer experience whether that is face-to-face, over the phone or via email. This workshop reflects proven, reproducible communication techniques that will empower staff to make every interaction a productive and successful one. With these proven communication skills, staff will learn to transform customers into loyal and enthusiastic advocates for the Village.

By using real-life examples and unique customer interactions, staff will learn how to apply these techniques to any situation. By integrating them quickly and easily into their daily routine, they will see immediate results customers will notice and appreciate.

With Customer Service Essentials, staff will know how to transform every interaction into a positive customer service experience. They will learn to talk to customers in a relatable, authentic and professional way. The end result is a consistent, top level service model that creates a spark throughout the Village's culture.

Train-the-Trainer Certification

The CSE training program content includes eighteen modules representing customer service standards. The modules are designed with each topic's learning outcomes in mind and are activity-based, encourage engagement, and provide onsite and live remote delivery tips. Twenty-five staff will complete a two-day extensive train-the-trainer certification from all departments. The first day will include participating in a full-day Customer Service Essentials workshop that will focus on all topics and techniques included in the Customer Service Essentials program. The second day will be a full-day Train-the-Trainer workshop. Trainers will be customer service champions and part of the onboarding process. They will also provide customer service training to other staff within the Village.

The objectives of the Train-the-Trainer Certification include:

- Ensure understanding of the customized Customer Service Essentials techniques and content so there is consistency with delivery and brand as well as experience
- Discuss how to present the material and engage the audience

- Practice “stand-up” training and receive immediate feedback
- Learn to use training materials and job-aids and how to order for future classes

Culture Club Membership

The Village of Orland Park will also automatically be enrolled in Bonfire’s Culture Club for a one-year free membership. All of the licensed Customer Service Essentials modules and supporting documentation will be housed in the Village of Orland Park’s own Project Portal as part of the Culture Club program. Membership in Bonfire’s Culture Club includes:

- New activities for concepts
- One new individual Customer Service Essentials technique module (i.e., abusive caller, how you are wired, etc.)
- Opportunities for interaction/discussion with trainers
- Other training support, tools and tips

I move to approve the proposal with Bonfire Training for Customer Service Essentials training for a total amount not to exceed \$25,242.94;

AND

Authorize the Village Manager to execute all related contracts, subject to Village Attorney review.

This matter was APPROVED on the Consent Agenda.

2022-0879 An Ordinance Amending Title 6, Chapter 2, Section 6-2-2-8 of the Orland Park Village Code in Regard to the Removal of Dead Trees in Certain Natural Areas

Currently, Village Code states it is a public nuisance to cause or permit dead or infected trees and shrubs on any property. However, this existing policy does not recognize the practice of allowing non-diseased, dead trees to remain in heavily wooded areas. In these limited circumstances, the benefits of allowing trees to decompose on site has long been realized. Allowing dead trees to remain on site also enables the property owner to avoid significant costs associated with tree removal.

Summary

The proposed ordinance amends Village Code in a manner that recognizes the unique benefits of allowing non-diseased, dead trees to remain on site. The proposed nuisance ordinance amendment would allow properties zoned Open Land, per the Village Zoning Classifications, or those that are over five acres and contain significant natural areas, to be allowed to have dead trees or trees that have been cut to remain on the property. Upon demand by the Village, the property owner would have the affirmative responsibility to demonstrate the trees are not diseased or infested with pests in such a manner that make their presence injurious to other plants, trees, humans or property. The Village may require the

property owner to have the trees tested or examined by a certified Arborist and the cost of such evaluations shall be exclusively borne by the property owner. Lastly, the proposed ordinance gives the Village Manager, or designee, the ultimate authority to determine if a particular tree creates a nuisance condition and if it should be removed from the property.

I move to adopt Ordinance 5755, entitled: AN ORDINANCE AMENDING TITLE 6, CHAPTER 2, SECTION 6-2-2-8 OF THE ORLAND PARK VILLAGE CODE IN REGARD TO THE REMOVAL OF DEAD TREES IN CERTAIN NATURAL AREAS.

This matter was APPROVED on the Consent Agenda.

2022-0877 Amend Title 7 Chapter 18 - Increase Number of Video Gaming Licenses - Ordinance

Increase number of Video Game licenses from twenty-one (21) to twenty-two (22).

I move to adopt Ordinance 5756, entitled: ORDINANCE AMENDING TITLE 7 CHAPTER 18 OF THE ORLAND PARK MUNICIPAL CODE, REGARDING THE AVAILABLE NUMBER OF VIDEO GAMING LICENSES ISSUED BY THE VILLAGE OF ORLAND PARK, COOK AND WILL COUNTIES, ILLINOIS.

This matter was APPROVED on the Consent Agenda.

2019-0620 Bluff Pointe Subdivision REVISED (2019)

The petitioner proposes to revise the 2017 approved and partially constructed Bluff Pointe Subdivision by removing 18 of the single family lots from the approved 49 lot subdivision and replacing them with 9 lots with 9 town home buildings, adding 38 town home units.

The amendment of the first amendment to the Bluff Point Subdivision was approved by the Village Board on August 19, 2019, but the ordinance was never formally adopted. This request is to adopt the 2019 amendment to the development.

I move to adopt Ordinance 5757, entitled: ORDINANCE GRANTING AN AMENDMENT TO A SPECIAL USE FOR PLANNED DEVELOPMENT WITH MODIFICATIONS - BLUFF POINTE (16900-17000 WOLF ROAD).

This matter was APPROVED on the Consent Agenda.

2021-0714 Bluff Pointe Subdivision SECOND AMENDMENT

McNaughton Development

Purpose

The petitioner proposes to revise the 2019 approved and partially constructed Bluff Pointe Subdivision by removing 6 of the single family lots from the originally approved 49 lot subdivision and replacing them with 3 lots with 6 townhome

buildings for a total of 13 additional townhome units.

Address: 16900 - 17000 Wolf Road

Requested Approvals: Site Plan, Subdivision, Elevations, Landscape Plan, Special use permit with modifications.

Note: Final Engineering has been approved for this petition.

Project Background and History

In 2017, McNaughton Development petitioned and received Board of Trustees approval to construct a 49 lot single family subdivision located on a 26-acre site along the west side of Wolf Road adjacent to the existing Grasslands Subdivision. According to the developer, a change in market conditions required the development team to amend the 2017 Village Board Approved Plan, by removing 18 single family lots, and adding 9 townhome buildings on 9 lots, for a total of 38 units. The petitioner is now requesting to amend the 2019 amendment, to convert 6 single family lots into 3 town home lots, with 6 town home buildings for a total of 13 additional town home units. The proposed amendment, if approved, will change the west side of Foxtail Drive from single family homes to town homes. The east side of Foxtail Drive is already approved for 3 town home lots, with 6 town home buildings for a total of 13 town home units.

Surrounding Area:

The surrounding area is mostly residential, with Brook Hill Subdivision and Town Homes abutting to the south and the existing Grasslands single family subdivision abutting to the west. Villas of Tallgrass ranch condominiums have been constructed north of the project site. The land to the east, across Wolf Road, is unincorporated Cook County and mostly in the Marley Creek floodplain. It includes undeveloped land as well as some light industrial users. Marley Creek crosses Wolf Road to the north of the subject site and continues along the east side of Wolf Road.

Comprehensive Plan

Bluff Pointe is in the Grasslands Planning District which recommends R-3 single family residential development for this area. However, the Village is bound by the Spring Creek Agreement, which allows development in the current LSPD Zoning District that is less restrictive and denser than typical R-3 Zoning District.

Landscape Plan

The Preliminary Landscape Plan for the 2017 Bluff Pointe petition was approved, and amended again in 2019 to accommodate additional town home development. The Landscape Plan remains unchanged in the areas outside of the town homes. The landscaping plan has received preliminary approval.

PROJECT ANALYSIS

Overall, the project conforms to the Village's Comprehensive Plan, Spring Creek

Agreement, Land Development Code requirements, and land development policies with the exception of the requested Land Development Code modifications and special provisions granted by the Spring Creek Agreement.

There are already multi-family units in the area: Brookhill Town Homes to the south, and to the Villas of Grasslands to the north.1. Site Plan and Subdivision approval.

The site plan/subdivision layout has not changed from the initially approved one, with the exception of the 18 single family lots that were swapped out in 2019 and the additional 6 that are being proposed to be swapped out with the current proposal.

Modifications

The Petitioner requests the following modifications from the Land Development Code in conjunction with the requested Special Use Permits, and has supplied petitioner responses to the special use standards. Below are staff observations on the requested Land Development Code modifications.

1) Allow a building side setback of at least 15' but less than 15% of the lot width.

The Land Development Code requires a minimum of 15' or 15% of the lot width on each side of a building, which might make sense in some applications. However, for the Bluff Pointe Town Homes Second Amendment, each building is set on a large lot ranging from 160" to 180' wide. This would require up to 27' on the side of each town home, or up to 54' spacing between buildings, which is far greater than the spacing typically required between town homes, which is more in the 20-25' range. The Code is unreasonable in this unique application.

2) Allow covered porches to encroach 5 feet into the required side setback.

The side entries on the townhomes allow for more architectural variety and more spaced out entryways, and more variety in unit floor plans. A 5' porch encroachment, with the generous 30' building to building spacing, is reasonable.

The remaining modifications were approved as a part of the 2017 petition and 2019 amendment, and construction of the detention ponds and re-shaped floodplains has already been completed. Minimal changes to this infrastructure are anticipated in relation to the town home construction. These items are included in this 2019 petition for clarity on the overall subdivision components and requirements.

Additional Information

Additional information about this case can be found in the attached Staff Report.

Plan Commission Recommended Action/Motion

I move to accept as findings of fact of this Plan Commission the findings of fact set forth in this staff report, dated September 7, 2022;

And

I move to recommend to the Village Board of Trustees approval of the preliminary site plan titled 'Preliminary Site Plan for Townhome Alternative at Bluff Pointe" by Designtek Engineering, page 1 of 1, dated 08.10.2022 subject to the following conditions. (All changes must be made and conditions met where possible prior to the Board meeting)

1. Developer must provide BMPS (best management practices) per Code requirements, to qualify for lot coverages between 45% and 50%.
2. Site Plan building envelopes, setbacks, and easements are subject to final engineering and building approvals.
3. Retaining walls are not to exceed 3' in height unless they are designed and tiered per Code requirements.
4. Meet all final engineering and Building Division requirements;

And

I move to recommend to the Village Board of Trustees approval of residential subdivision that titled, Preliminary Plat/P.U.D. for T.H. Alternative at Bluff Pointe S.F. Lots 13-18," prepared by Designtek Engineering, dated August 10, 2022, subject to the same conditions as the Site Plan;

And

I move to recommend to the Village Board of Trustees approval and authorization to execute the Final Plat of Subdivision for Bluff Pointe Subdivision subject to the following conditions:

1. Submit a Record Plat of Subdivision to the Village for review, approval, and recording.
2. Submit a Plat of Abrogation for review and Approval by Engineering Department;

And

I move to recommend to the Village Board of Trustees approval of the preliminary landscape plan titled 'Landscape Plan" by Metz and Company Landscape Architecture/Site Planning, pages L-1, 08.11.21, subject to the following conditions.

1. Submit final landscape plan meeting all Land Development Code Requirements, to reflect two additional town home units, depicted in the approved site plan Bluff Pointe - Second Amendment, prior to the Village Board of Trustees meeting;

And

I move to recommend to the Village Board of Trustees approval of the front, rear and left and right side town home elevations, applicable to all town home elevations, including front and rear elevations titled, EXHIBIT A EXTERIOR ELEVATIONS, submittedMcNaughton Development; and per color elevation renderings of the town home front, rear, and left and right sides; and per “Bluff Pointe of Orland Park Color & Material Legend”, submitted by McNaughton Development, subject to requirements and final approval of the Development Services Building Division;

And

I move to recommend to the Village Board approval of a Special Use Permit for a Large Scale Planned Residential Development that includes 25 single family units and 51 town home units and a special use permit for a wetland modification and a special use permit for a waterbody (floodplain) modifications subject to the same conditions as outlined in the preliminary site plan motion. Modifications to the Special Use permits include:

1. A building side setback of at least 15’ but less than 15% of the lot width.
2. Covered porches that encroach 5 feet into the required side setback.
3. Reduction of existing 50’ wetland setback.
4. Reduction of existing 50’ floodplain setback.
5. Reduction of the 15’ wide detention pond access buffer.
6. Increase in pond side slopes from 4:1 slope to 3:1 slope.

PLAN COMMISSION RESULTS TO THE BOARD OF TRUSTEES

The Plan Commission unanimously voted to recommend approval of this request, subject to the conditions in the Staff Report. The testimony by neighbors focused on drainage and traffic circulation for the greater development, not specific to this amendment request. Further details about this case can be found in the attached Staff Report. Some of the items that were required prior to the meeting of the Board of Trustee were completed. Other remaining items will be completed prior to the issuance of a building permit.

Board of Trustees Recommended Action

I move to accept as findings of fact of the Plan Commission the findings of fact set forth in the staff report, dated September 7, 2022.

AND

I move to recommend approval of the preliminary site plan titled ‘Preliminary Site Plan for Townhome Alternative at Bluff Pointe’ by Designtek Engineering, page 1 of 1, dated 08.10.2022 subject to the following conditions:

- 1) Developer must provide BMPS (best management practices) per Code requirements, to qualify for lot coverages between 45% and 50%.
- 2) Site Plan building envelopes, setbacks, and easements are subject to final engineering and building approvals.

3) Meet all Building Division requirements;

And

I move to recommend approval of residential subdivision that titled, Preliminary Plat/P.U.D. for T.H. Alternative at Bluff Pointe S.F. Lots 13-18," prepared by Designtek Engineering, dated 08.10.2022, subject to the same conditions as the Site Plan;

And

I move to recommend to the Village Board of Trustees approval and authorization to execute the Final Plat of Subdivision for Bluff Pointe Subdivision subject to the following conditions that a Record Plat of Subdivision be submitted to the Village for review, approval, and recording;

And

I move to recommend to the Village Board of Trustees approval of the preliminary landscape plan titled 'Landscape Plan" by Metz and Company Landscape Architecture/Site Planning, pages L-1, August 11, 2022, subject to the following condition:

1. Submit final landscape plan meeting all Land Development Code Requirements, to reflect two additional townhome units, depicted in the approved site plan Bluff Pointe - Second Amendment, prior to the Village Board of Trustees meeting;

And

I move to recommend to the Village Board of Trustees approval of the front, rear and left and right side town home elevations, applicable to all town home elevations, including front and rear elevations titled, EXHIBIT A EXTERIOR ELEVATIONS, submittedMcNaughton Development; and per color elevation renderings of the town home front, rear, and left and right sides; and per "Bluff Pointe of Orland Park Color & Material Legend", submitted by McNaughton Development, subject to requirements and final approval of the Development Services Building Division;

And

I move to recommend to the Village Board approval of a Special Use Permit for a Large Scale Planned Residential Development that includes 25 single family units and 51 town home units and a special use permit for a wetland modification and a special use permit for a waterbody (floodplain) modifications subject to the same conditions as outlined in the preliminary site plan motion. Modifications to the Special Use permits include:

1. A building side setback of at least 15' but less than 15% of the lot width.

2. Covered porches that encroach 5 feet into the required side setback.
3. Reduction of existing 50' wetland setback.
4. Reduction of existing 50' floodplain setback.
5. Reduction of the 15' wide detention pond access buffer.
6. Increase in pond side slopes from 4:1 slope to 3:1 slope;

Board of Trustees Recommended Action

I move to accept as findings of fact of the Plan Commission the findings of fact set forth in the staff report, dated September 7, 2022.

AND

I move to recommend approval of the preliminary site plan titled 'Preliminary Site Plan for Townhome Alternative at Bluff Pointe' by Designtek Engineering, page 1 of 1, dated 08.10.2022 subject to the following conditions:

- 1) Developer must provide BMPS (best management practices) per Code requirements, to qualify for lot coverages between 45% and 50%.
- 2) Site Plan building envelopes, setbacks, and easements are subject to final engineering and building approvals.
- 3) Meet all Building Division requirements;

And

I move to recommend approval of residential subdivision that titled, Preliminary Plat/P.U.D. for T.H. Alternative at Bluff Pointe S.F. Lots 13-18," prepared by Designtek Engineering, dated 08.10.2022, subject to the same conditions as the Site Plan;

And

I move to recommend to the Village Board of Trustees approval and authorization to execute the Final Plat of Subdivision for Bluff Pointe Subdivision subject to the following conditions that a Record Plat of Subdivision be submitted to the Village for review, approval, and recording;

And

I move to recommend to the Village Board of Trustees approval of the preliminary landscape plan titled 'Landscape Plan' by Metz and Company Landscape Architecture/Site Planning, pages L-1, August 11, 2022, subject to the following condition:

1. Submit final landscape plan meeting all Land Development Code Requirements, to reflect two additional townhome units, depicted in the approved site plan Bluff Pointe - Second Amendment, prior to the Village Board of Trustees meeting;

And

I move to recommend to the Village Board of Trustees approval of the front, rear and left and right side town home elevations, applicable to all town home elevations, including front and rear elevations titled, EXHIBIT A EXTERIOR ELEVATIONS, submittedMcNaughton Development; and per color elevation renderings of the town home front, rear, and left and right sides; and per “Bluff Pointe of Orland Park Color & Material Legend”, submitted by McNaughton Development, subject to requirements and final approval of the Development Services Building Division;

And

I move to recommend to the Village Board approval of a Special Use Permit for a Large Scale Planned Residential Development that includes 25 single family units and 51 town home units and a special use permit for a wetland modification and a special use permit for a waterbody (floodplain) modifications subject to the same conditions as outlined in the preliminary site plan motion. Modifications to the Special Use permits include:

1. A building side setback of at least 15’ but less than 15% of the lot width.
2. Covered porches that encroach 5 feet into the required side setback.
3. Reduction of existing 50’ wetland setback.
4. Reduction of existing 50’ floodplain setback.
5. Reduction of the 15’ wide detention pond access buffer.
6. Increase in pond side slopes from 4:1 slope to 3:1 slope;

I move to approve Bluff Pointe Subdivision SECOND AMENDMENT, consisting of a special use permit and plat of subdivision, subject to the Board of Trustees Recommended Action for this case;

AND

I move to adopt Ordinance 5758, entitled: ORDINANCE GRANTING A SECOND AMENDMENT TO A SPECIAL USE FOR PLANNED DEVELOPMENT WITH MODIFICATIONS - BLUFF POINTE (16900-17000 WOLF ROAD).

This matter was APPROVED on the Consent Agenda.

2022-0880 Bluff Pointe Development Agreement SECOND AMENDMENT (2022)

This amendment to the Bluff Pointe Development Agreement is necessary to accommodate the changes in the second amendment to the planned development for the Bluff Pointe Subdivision (2021-0714).

I move to adopt Ordinance 5759, entitled: ORDINANCE AUTHORIZING SECOND AMENDMENT TO DEVELOPMENT AGREEMENT - BLUFF POINTE SUBDIVISION (16900-17000 Wolf Road).

This matter was APPROVED on the Consent Agenda.

PUBLIC WORKS

2022-0629 Sensus New Water Meter Replacement Program - Purchase

The Village of Orland Park Public Works will be starting a full meter replacement program starting in January 2023 through December 2024. At the April 4, 2022 Village Board meeting, the Board approved a contract with Baxter and Woodman for a Water Meter Replacement Program Evaluation. As part of program, Baxter and Woodman along with Village staff conducted a water meter evaluation. The top three (3) meter manufactures - Sensus, Neptune, and Badger - were evaluated for measuring technology, normal operating flow range, extended low flow, maximum continuous operation, pressure drop, number of wheels, tamper resistance, meter register and accuracy warranty, lead safe requirements, and alarming. A scoring matrix was used to rate each manufacturer, with a maximum score of fifty-five (55) points. A summary of the scores is below:

Sensus - 51 points
Badger - 45 points
Neptune - 37 points

Baxter and Woodman also obtained budgetary quotes prior to the bid process of the three (3) top meter manufacturers, with Sensus providing the lowest quotes among the manufacturers. After receiving the final quote for the meters, Baxter and Woodman compared the final pricing against industry pricing, and Baxter and Woodman's conclusion is Sensus is still lower than Badger and Neptune and other industry meters.

The Village currently uses Sensus water meters, and has all the meter programming equipment and remote reading infrastructure already in place. Based on Baxter & Woodman's recommendation at the September 9, 2022 Committee of Whole, staff is recommending the purchase of Sensus water meters through sole source provider Core & Main of Mokena, Illinois. Core & Main is the only qualified and sole source vendor for this purchase. The total quantity for the purchase of meters to complete the installation project is as follows:

- Thirteen thousand four hundred eighty-one (13,481) three-quarter (3/4) inch iPERL meters
- Two thousand eight hundred five (2,805) one (1) inch iPERL meters
- Three hundred seventeen (317) one and one half (1 1/2) inch Omni meters
- Two hundred eighty-six (286) two (2) inch Omni meters
- Sixty (60) three (3) inch Omni meters
- Nine (9) four (4) inch Omni meters
- Two thousand two hundred ninety-one (2,291) three-quarter (3/4) inch Ally meters

The Omni model is being used in commercial applications, and the iPERL model in residential. The Ally meters allow for water to be turned on and off remotely, in

locations with limited access to shut off valves. The cost to purchase all nineteen thousand two-hundred forty-nine (19,249) water meters from Core and Main is \$4,052,587.00.

Village Manager Koczwara had comments regarding this matter. (refer to audio)

President Pekau had questions. (refer to audio)

Public Works Director Joel Van Essen responded to President Pekau. (refer to audio)

I move to approve authorizing the purchase of large and small Sensus water meters from Core & Main of Mokena, Illinois in an amount not to exceed the Board approved budgeted amount of \$4,052,587.00;

AND

Authorize the Village Manager to execute all related contracts, subject to Village Attorney review.

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2022-0790 Water Meter Replacement and Installation - RFP 22-062

On October 3, 2022, the Village issued Request for Proposal (RFP) 22-062 "Water Meter Replacement Program Installation," for Village-wide replacement of all small and large water meters in the system. The project consists of the provision of all labor and equipment necessary to complete the scope of work.

The Village began replacing its aging water meters in 2012 with Sensus iPerl meters. Over eighty-two (82) percent of the in-service water meters are old, mechanical-style three-quarter (3/4) inch in diameter, which is widely used for single-family homes and represents the majority of the Village's residential customers. Collectively, this group accounts for over seventy (70) percent of the volume of water billed from 2019-2021, with commercial users representing the next largest share at nineteen (19) percent. The Village is looking to replace a total of sixteen thousand four hundred thirty-five (16,435) water meters, ranging from tree-quarter (3/4) inch residential to four (4) inch commercial meters.

There are several factors that can contribute to meter inaccuracy including, but not limited to, flow rates outside the meter's operating range, mechanical wear and tear, debris or deposit build-up, and sensor drift. In particular, older mechanical

meters are susceptible to degradation due to material build-up and pitting caused by air pockets in the water, which cause the meter to under-report the actual consumed water. Based on a comparative analysis with two (2) other industry competitors for similar communication (AMR/AMI) systems, the Village's existing Sensus FlexNet AMI and Sensus iPERL are recommended to be kept and continued as part of the on-going meter replacement initiative. This strongly benefits the Village which has gained familiarity with the platform, as well as the lower costs associated with the implementation of the existing infrastructure. Additionally, Baxter & Woodman and Professional Meters, Inc. will be working with the Village's Finance Department to keep the meter progress and the financial system up to date with the most current information.

Public Works contracted Baxter and Woodman Engineering of Mokena, Illinois as a consultant to assist with the selection of the best firm to complete this project. When RFP 22-062 opened on October 20, 2022, four (4) proposals were received. All four (4) proposals have been reviewed by Public Works staff and Baxter & Woodman. Although all the bids were received from qualified bidders, Water Services Company did not submit the required Technical Proposal, and has been eliminated from the evaluation process. The three (3) remaining responsive bidders were scored on the following: Technical Proposal (50%), Proposed Schedule (20%), and Cost (30%). The scoring matrix and Baxter & Woodman's recommendation letter are attached. A summary of the proposed prices is below.

Calumet City Plumbing of Calumet, Illinois was \$3,274,990.00
Professional Meters, Inc. of Morris, Illinois was \$3,148,585.00
United Meters, Inc. of Morris, Illinois was \$3,118,533.00

Based on bidder qualifications, Baxter & Woodman and Public Works staff recommends approving the proposal from Professional Meters, Inc. of Morris, Illinois, for the Water Meter Replacement and Installation Project for \$3,500,000.00 (\$3,148,484.92 plus \$351,515.10 contingency). Higher contingency recommendation is due to the unforeseen conflicts and additional materials that may be necessary for installation, which includes replacement of plastic couplings with brass, broken valves, and large meter flange connection replacements.

I move to approve awarding RFP 22-062 to Professional Meters, Inc. of Morris, Illinois, for a total amount not to exceed \$3,500,000.00 (\$3,148,484.92 plus a contingency of \$351,515.10);

AND

Authorize the Village Manager to execute all related contracts, subject to Village Attorney review;

AND

Allow the Village Manager to approve change orders not to exceed the contingency amount.

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

DEVELOPMENT SERVICES AND PLANNING

2022-0827 Ordinance Authorizing Second Amendment to Development Agreement - Orland Ridge

Attached is a draft development agreement which sets forth terms and conditions for development of Orland Ridge to accommodate the proposed planned development for Silver Cross medical office building on Lot 4 at Orland Ridge.

This is now before the Village Board for consideration and to authorize execution of the finalized agreement.

Village Manager George Koczvara had comments. (refer to audio)

Director of Development Services Steve Marciani had comments. (refer to audio)

Village Manager Koczvara introduced the following members from Silver Cross: President and CFO Ruth Colby, Vice President of External Affairs Scott Paddock, CFO, Vince Pryor and VP of Operations Mark Jepson. (refer to audio)

Ruth Colby presented information regarding this matter. (refer to audio)

Trustees Katsenes, Radaszewski and President Pekau had comments. (refer to audio)

I move to adopt Ordinance 5760, entitled: SECOND AMENDMENT TO AUGUST 17, 2020, DEVELOPMENT AGREEMENT - ORLAND RIDGE. (16727-16801 S. LAGRANGE ROAD).

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2022-0826 ORDINANCE GRANTING AN AMENDMENT TO A SPECIAL USE FOR PLANNED DEVELOPMENT - ORLAND RIDGE - (16727-16801 S. LAGRANGE ROAD)

As part of case 2022-0414 for a Silver Cross medical office building, the petitioner requested to amend the existing special use permit for the Orland Ridge planned development to remove Lots 1 and 4. Lot 1, which was an unrealized concept for a hotel, and Lot 4, which was an unrealized concept for a retail development, are being removed from the original Planned Development - Orland Ridge. Lot 1 is a stand-alone lot and will proceed with any needed entitlements at the time it is developed. Lot 4 is the Silver Cross proposal and is the subject of a new, separate planned development. All conditions relating to these lots are being removed from the original planned development ordinance, separating the commercial area from the residential area.

The Plan Commission held a public hearing on September 7, 2022, the Commission unanimously recommended approval of the request. Further details about the request can be found in the attached staff report to the Board of Trustees.

I move to adopt Ordinance 5761, entitled: ORDINANCE GRANTING AN AMENDMENT TO A SPECIAL USE FOR PLANNED DEVELOPMENT - ORLAND RIDGE - (16727-16801 S. LAGRANGE ROAD).

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2022-0414 Special Use Permit for a Planned Development for Silver Cross Medical Office Building - 17047 LaGrange Road

Silver Cross - Development Petition for a Special Use Permit for a Planned Development with Modifications from the Land Development Code; Site Plan, Landscape Plan, and Elevations.

Project:
Silver Cross - 17047 LaGrange Road
2022-0414

Petitioner: Mark Jepson
Project Representative: Taylor Eschbach

Purpose:
The petitioner seeks approval of an Amendment to a Special Use Permit to

remove Lot 1 and 4 from the Planned Development - Orland Ridge to separate and expedite development of commercial area from residential area. Subsequently, the petitioner seeks approval of a Special Use Permit - Planned Development to construct an approximately 42,000 square-foot two-story medical office building with associated surface parking, utilities, landscaping, and amenity areas on a 7.78-acre vacant parcel located at the northeast corner of LaGrange Road and 171st Street.

Requested Actions:

An Amendment to a Special Use Permit for a Planned Development - Orland Ridge; a Special Use Permit for a Planned Development with Modifications from the Land Development Code; Site Plan, Landscape Plan, and Elevations.

Address: Northeast corner of LaGrange Road and 171st Street

P.I.N.: 27-27-100-015

Parcel Size: 7.78 acres

BACKGROUND

On November 8, 1999, the Village Board of Trustees approved the annexation of a 57.72-acre vacant property located at the northeast corner of 171st Street and LaGrange Road, under Ordinance No. 3312. The proposed use for the site was expected to be a hospital, however, the development petition was never submitted and the site was used for agricultural purposes.

On April 1, 2019, the Village Board approved 6 Special Use Permits with Modifications from the Land Development Code to establish the Planned Development - Orland Ridge. The mixed-use planned development included 104 attached dwelling units, 190 attached townhouse units, a clubhouse, a conceptual plan for a hotel, and a conceptual plan for a commercial area.

PLAN COMMISSION DISCUSSION

At the Plan Commission meeting on September 7, 2022, there was discussion from the Commissioners regarding the proposed building materials. The concern was the significant amount of proposed wood veneer and glass accents in contrast with masonry materials, however this concern was addressed by staff and no modifications or amendments were changed as a result of this discussion. Additionally, Commissioners commented on the low parking requirements for medical office facilities and recommended staff propose amendments to the Land Development Code to meet parking demands for future development.

Public comment on this case included questions about flooding; these issues were addressed by either staff or the petitioner.

PLAN COMMISSION RECOMMENDED ACTION

The Plan Commission voted and approved the following motion, with a unanimous

vote of 7 ayes:

Regarding Case Number 2022-0414, also known as Silver Cross, the Plan Commission recommended to accept and make findings of fact as discussed at this Plan Commission meeting and within the staff report dated August 30, 2022;

AND

The Plan Commission recommended that the Village Board approve an Amendment to the Special Use Permit for a Planned Development (Orland Ridge - 16727 to 16801 S. LaGrange Road), as approved on by the Village Board on August 17, 2020, Ordinance No. 5539, to remove Lots 1 and 4 from the Planned Development by amending the following conditions:

1. Remove Section 3 A.(a) in its entirety, which references a conceptual site plan on Lot 4.
2. Remove Section 3 A.(b) in its entirety, which references the community gathering space on Lot 4.
3. Remove Section 3 A.(c) in its entirety, which references the conceptual hotel on Lot 1.
4. Strike Section 3 B. "... and also three (3) Commercial Plaza Renderings (dated January 2019), subject to the condition that, in the case of a conflict between exhibit drawings, the stricter application will apply;"
5. Prior to the presentation of this case to the Committee of the Whole or the Board of Trustees, the Village Attorney may amend these conditions for any other modifications needed that meet the intent of this request.

AND

The Plan Commission recommended that the Village Board approve a Special Use Permit for a Planned Development with Modifications to the Land Development Code (Silver Cross - 17074 LaGrange Road) , subject to the following conditions:

1. The development will be in substantial conformance with the Preliminary Site Plan for Silver Cross, last revised August 19, 2022, the Preliminary Landscape Plan for Silver Cross, last revised August 19, 2022, and the Building Elevations last revised August 15, 2022.
2. Amenity spaces equivalent to 0.20 acres will be required as a condition of final site plan approval for Phase 2 development of the parcel or within 7 years of the approval of this ordinance, whichever is first.
3. Meet all building code requirements and final engineering requirements, including required permits from outside agencies.
4. Screen all mechanical equipment either at grade or at rooftop with landscaping or parapets respectively.
5. Submit a sign permit application to the Development Services Department for

separate review. Signs are subject to additional review and approval via the sign permitting process and additional restrictions may apply.

6. All private park space must be accessible to the general public and signage must be installed that indicates the public accessibility. The development may not be gated or outside public access otherwise restricted.

The Plan Commission further recommended approval of the Modifications to the Land Development Code to:

1. Increase the maximum parking requirements from 141 parking stalls to 178 parking stalls. (Section 6-305.B)
2. Allow parking between the front and corner-side building setbacks between the building and 171st Street R.O.W. (Section 6-306.E.7)

BOARD OF TRUSTEES RECOMMENDED ACTION

Following the Plan Commission meeting, the petitioner updated the site and, since the Final Landscaping Plan has not yet been approved by staff, an additional condition was added that any required tree mitigation fees would need to be paid, if needed. The amendment to the existing planned development for Orland Ridge will be voted on separately (item 2022-0826). Therefore the following final set of conditions are recommended for approval for a Special Use Permit for a Planned Development with Modifications to the Land Development Code (Silver Cross - 17074 LaGrange Road):

1. The development will be in substantial conformance with the Site Plan for Silver Cross, last revised October 11, 2022, the Landscape Plan for Silver Cross, last revised October 11, 2022, and the Building Elevations last revised August 15, 2022.
2. Amenity spaces equivalent to 0.20 acres will be required as a condition of final site plan approval for Phase 2 development of the parcel or within 7 years of the approval of this ordinance, whichever is first.
3. Meet all building code requirements and final engineering requirements, including required permits from outside agencies.
4. Screen all mechanical equipment either at grade or at rooftop with landscaping or parapets respectively.
5. Submit a sign permit application to the Development Services Department for separate review. Signs are subject to additional review and approval via the sign permitting process and additional restrictions may apply.
6. All private park space must be accessible to the general public and signage must be installed that indicates the public accessibility. The development may not be gated or outside public access otherwise restricted.
7. Provide tree mitigation cash-in-lieu that will be determined upon final review, if applicable;

The Plan Commission further recommended approval of the Modifications to the Land Development Code to:

1. Increase the maximum parking requirements from 141 parking stalls to 178 parking stalls. (Section 6-305.B)

2. Allow parking between the front and corner-side building setbacks between the building and 171st Street R.O.W. (Section 6-306.E.7)

I move to approve a Special Use Permit for a Planned Development with Modifications to the Land Development Code (Silver Cross - 17074 LaGrange Road), subject to the conditions and modifications in the Board of Trustees Recommended Action;

AND

I move to adopt Ordinance 5762, entitled: ORDINANCE GRANTING A SPECIAL USE FOR PLANNED DEVELOPMENT - SILVER CROSS MEDICAL OFFICE BUILDING (17047 S. LAGRANGE ROAD).

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

VILLAGE MANAGER'S REPORT

2022-0875 Liability Insurance Renewal 12/1/22 to 12/1/2023

The Horton Group completed a coverage renewal market analysis on behalf of the Village of Orland Park and provided the final recommendations for the December 1, 2022, renewal of Liability insurance. The renewal premium for the 2022-2023 term as recommended will result in an increase of \$116,210 over last year driven by a combination of the current, difficult insurance market, law enforcement liability exposure and inflation significantly increasing the replacement cost of Village assets and higher medical treatment costs.

At the recommendation of the Horton Group, the Village joined two public entity risk pools for the 2022 coverage year. ICRMT, Illinois Counties Risk Management Trust, accepted the Village of Orland Park membership effective 1/1/22 for Liability and Property coverages. IPRF, Illinois Public Risk Fund accepted the Village's application for Workers' Compensation Coverage effective 1/1/22. The decision to move to public entity risks both was made to offer the Village broad based public entity specific coverage terms, pooling risk with other risk conscious public entities, cost effective pricing and pool specific claims administration services geared towards public entities.

The 2023 Coverage year represents the first renewal for both public entity risk pools.

Municipalities which carry Cook County exposures face a more restrictive

insurance market than those based in other counties. For example, several public entity insurers have pulled out of Cook County altogether. Additionally, most public entity carriers are increasing rates and restricting coverage forms for specific lines of coverage including:

- Property
- Law Enforcement Legal Liability
- Cyber
- Sexual Misconduct / Abuse
- Excess Liability

Because of the above factors, the Horton Group is recommending renewing coverage with the Illinois Counties Risk Management Trust (ICRMT) and the Illinois Public Risk Fund (IPRF) for 2023 as detailed below.

Illinois Counties Risk Management Trust (ICRMT)

Since 1983, the Illinois Counties Risk Management Trust (ICRMT) has provided insurance and risk management services to Illinois public entities. ICRMT offers a full line of coverage options, including property and liability designed to meet the needs of its public entity clients. Since its inception, ICRMT has grown to over 450 public entities. With a hard market comes increased premiums and policy forms providing less coverage, lower limits and stricter terms. As a result, several Horton clients and other public entities have opted to join ICRMT over the past several months.

With the exception of the cyber liability policy and excess liability, the renewal rates are essentially flat. The ICRMT casualty deductible is \$50,000 less than standard market options. With ICRMT, there is no additional Third Party Adjuster (TPA) expense as it is included as part of the coverage (saving the Village approximately \$20,000 annually), and the coverage is far more broad (i.e. excess is "over" each casualty line of coverage).

Illinois Public Risk Fund (IPRF)

In 1985, the Illinois Public Risk Fund (IPRF) was established to provide a cost-effective Public Entity alternative to escalating workers' compensation premiums. The pool uses CCMSI as its claim TPA.

The IPRF program has the best combination of premium and deductible. The per claim deductible is \$150,000 less for employees and \$250,000 less for police than provided by the Village's previous long term workers' compensation carrier.

Village Manager Koczwara introduced Tony Evans from the Horton Group. Mr. Evans presented information regarding this matter. (refer to audio)

Trustee Kampas had comments and questions. (reefer to audio)

Mr. Evans responded to Trustee Kampas. (refer to audio)

I move to approve liability insurance renewal agreements with the recommended carriers/vendors and associated expenses effective December 1, 2022;

AND

Authorize execution of said agreements by the Village Manager, subject to Village attorney review.

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

Aye: 5 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, and Trustee Radaszewski

Nay: 0

Abstain: 2 - Trustee Riordan, and Village President Pekau

BOARD COMMENTS

Trustees Kampas, Radaszewski, Milani, Katsenes, Healy and President Pekau had Board comments. (refer to audio)

ADJOURNMENT: 6:34 P.M.

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2022-0905 Audio Recording for November 7, 2022, Board of Trustees Meeting

NO ACTION

/AS

APPROVED: November 21, 2022

Respectfully Submitted,

/s/ Patrick R. O'Sullivan

Patrick R. O'Sullivan, Village Clerk