

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, December 6, 2021

7:00 PM

Village Hall

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 7:00 P.M.

Deputy Clerk Alexandra Snodsmith served as acting clerk for the meeting.

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

VILLAGE CLERK'S OFFICE**2021-0851 Approval of the November 15, 2021, Regular Meeting Minutes**

The Minutes of the Regular Meeting of November 15, 2021, were previously distributed to the members of the Board of Trustees. President Pekau asked if there were any corrections or additions to be made to said Minutes. There being no corrections or additions,

I move to approve the minutes of the Board of Trustees Meeting of November 15, 2021.

A motion was made by Trustee Nelson Katsenes, seconded by Trustee Kampas, 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

2021-0870 Approval of the November 29, 2021, Special Budget Meeting Minutes

The Minutes of the Special Budget Meeting of November 29, 2021, were previously distributed to the members of the Board of Trustees. President Pekau asked if there were any corrections or additions to be made to said Minutes. There being no corrections or additions,

I move to approve the minutes of the Board of Trustees Special Budget Meeting of November 29, 2021.

A motion was made by Trustee Radaszewski, 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

ACCOUNTS PAYABLE

2021-0854 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.

Trustee Katsenes and President Pekau had comments. (refer to audio)

I move to approve the Accounts Payable from November 16, 2021 through December 6, 2021 in the amount of \$31,625,401.57.

(This amount includes Debt Service payments in the amount of \$27,787,588.02.)

A motion was made by Trustee Healy, 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

CONSENT AGENDA

Passed the Consent Agenda

A motion was made by Trustee Milani, 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

2021-0853 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 November 24, 2021 in the amount of \$1,189,082.60.

This matter was APPROVED on the Consent Agenda.

2021-0804 An Ordinance Amending Title 3, Chapter 9 “Special Events Permits” of the Village Code

Presently, Title 3, Chapter 9 of the Village Code of Ordinances regulates Special Events Permits. The existing Chapter contains antiquated references, conflicting and indistinguishable event titles, lacks event titles for common application types, inconsistent event fees, and requires thirty (30) or more days' notice to avoid penalty fees. The attached wholesale replacement Chapter represents months of collaboration between the Village Manager's Office, the Village Attorney, Development Services, Recreation and Parks, and Police Departments.

Among the changes incorporated into the new Special Events Chapter are:

- Clarifies application requirements to match all required submittal information;
- Clarifies that the Village Manager may approve events under 100 persons and requires Village Board approval for larger events;
- Specifies the appeal process if the Village Manager denies and event application;
- Clarifies times various events may be held;
- Adds a section on sound amplification regulation and requires the applicant to control sound audible on adjoining properties, unless otherwise approved;
- Specifies hold harmless and insurance requirements by event type;
- Specifies processing department by event type;
- Relocates all requirements for Special Events into one (1) Chapter versus some currently found in the Land Development Code (the corresponding conflicts will be removed from Section 6-304 of the Land Development Code with its next amendment);
- Distinguishes between events on public property versus events on private property;
- Codifies fees for rental of Village properties for events;
- Codifies park pavilion rental fees;
- Codifies trash can rental fee;
- Clarifies that Residential Neighborhood Gatherings (i.e. Block parties) carry no fee;
- Eliminates inspection requirement and fee for free-standing plug-in generators with no associated electrical connections;
- Adds a large rally/public demonstration event category;
- Eliminates the fee for non-commercial filming on public property while nominally increasing commercial filming fees;
- Codifies fees for Community Service Officer or Police staffing of events;
- Reduces the advanced application period from thirty (30) days to fourteen (14) days;
- Modifies the late submittal fee from two (2) tiers to a daily penalty to encourage the earliest possible submittal; and
- Specifies the penalty for failure to obtain a Special Event Permit.

This item was unanimously approved at the November 15, 2021 Committee of the

Whole meeting.

I move to adopt Ordinance 5657, entitled: AN ORDINANCE AMENDING TITLE 3 (PUBLIC WAYS AND PROPERTIES), CHAPTER 9 (SPECIAL EVENTS PERMITS) OF THE ORLAND PARK VILLAGE CODE.

This matter was APPROVED on the Consent Agenda.

2021-0863 2022 Maintenance of Streets and Highways by Municipality under the Illinois Highway Code - Resolution

The Illinois Department of Transportation (IDOT) requires the Village to pass a resolution each year for the utilization of Motor Fuel Tax (MFT) funds. The appropriations of funds are for the maintenance of Village streets and rights-of-way by Village staff and associated IDOT authorized expenditures for salt and electric within the upcoming year. IDOT requires the passage of the resolution for each fiscal year. The resolution is for the funds estimated for the 2022 calendar year in the amount of \$2,000,674.00. IDOT requires its form to be used for the resolution. Its resolution form (BLR 14220) and the Municipal Estimate of Maintenance Cost (BLR 14222) are attached.

The Municipal Maintenance Expenditure Statement for the 2021 calendar year showing the final amounts of the MFT fund expenditures will be submitted to IDOT early next year.

I move to adopt Resolution 2132, entitled: RESOLUTION FOR MAINTENANCE OF STREETS AND HIGHWAYS BY MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE.

This matter was PASSED on the Consent Agenda.

2021-0866 Porsche Orland Park Class 7c Renewal Resolution

Porsche Orland Park is requesting a resolution supporting the renewal of a Cook County Class 7c property tax incentive for the property located at 8760 West 159th Street. The Cook County Board of Commissioners adopted the Class 7C Commercial Urban Relief Eligibility incentive in 2014, aiming to encourage real estate development in the region. The incentive is intended to encourage commercial projects which would not be economically feasible without assistance.

The five-year incentive applies to all newly constructed buildings or other structures, including the land upon which they are situated; the utilization of vacant structures abandoned for at least twelve (12) months, including the land upon which they are situated; or all buildings and other structures which are substantially rehabilitated to the extent such rehabilitation has added to their value, including qualified land related to the rehabilitation.

Projects which qualify for the Class 7c incentive will receive a reduced assessment level of 10% of the fair market value for the first three (3) years, 15%

for the fourth year, and 20% for the fifth year. Without the incentive, the commercial property would normally be assessed at 25% of its market value.

The Class 7c incentive may be renewed during the last year in which a property is entitled to a 10% assessment level or when the incentive is still applied at the 15% or 20% assessment level. A renewal application must be filed, along with a certified copy of a resolution or ordinance adopted by the municipality in which the real estate is located. The number of renewal period requests is limited to one (1).

The subject property consists of an 18,000 square foot motor vehicle sales facility operating as a Porsche dealership. The original Class 7c incentive was passed by the Village Board of Trustees on July 17, 2017.

Representatives for Porsche Orland Park have submitted the renewal application to the Cook County Assessor and have provided a copy to the Village of Orland Park. The application is attached.

I move to adopt Resolution 2131 entitled: A RESOLUTION SUPPORTING AND CONSENTING TO A RENEWAL OF A COOK COUNTY CLASS 7C REAL ESTATE TAX ASSESSMENT CLASSIFICATION FOR THE PROPERTY LOCATED AT 8760 WEST 159TH STREET (P.I.N.: 27-14-300-059, 27-14-300-062 & 27-14-300-063) IN THE VILLAGE OF ORLAND PARK, ILLINOIS.

This matter was APPROVED on the Consent Agenda.

2021-0874 Amend Title 7, Chapter 15 - Reducing the Number of Class B Tobacco Licenses

The number of Class B Tobacco Licenses are being reduced from twelve (12) to eleven (11).

The business license for Smoke Factory, BL-21-27694, located at 9324 159th Street was revoked on November 1, 2021, pursuant to Section 7-1-16 of the Village of Orland Park Code. As such, the number of tobacco licenses is being reduced.

I move to adopt Ordinance 5658, entitled: AN ORDINANCE AMENDING TITLE 7, CHAPTER 15 OF THE ORLAND PARK MUNICIPAL CODE, REGARDING THE AVAILABLE NUMBER OF CLASS B TOBACCO LICENSES ISSUED BY THE VILLAGE OF ORLAND PARK, COOK AND WILL COUNTIES, ILLINOIS.

This matter was PASSED on the Consent Agenda.

2021-0871 An Ordinance Amending Title 9, Chapter 7 of the Orland Park Village Code in Regard to Parking of Motor Vehicles Across Designated Parking Stall Lane Markings - Recommended Amended Ordinance.

The Police Department is seeking to amend Title 9, Chapter 7, of the Orland Park Village Code by creating a new Section, 9-7-12, which will address vehicles that unlawfully stop, stand or park other than in a regularly designated parking space or stall, across any such striped parking line, or in such a position that the vehicle is not entirely within the designated parking space or stall.

Additionally, the fine associated with this proposed ordinance shall be consistent with penalties associated with other Village Ordinance(s) relating to parking violations.

I move to adopt Ordinance 5659, entitled: AN ORDINANCE AMENDING TITLE 9, CHAPTER 7 OF THE ORLAND PARK VILLAGE CODE IN REGARD TO PARKING OF MOTOR VEHICLES ACROSS DESIGNATED PARKING STALL LANE MARKINGS.

This matter was PASSED on the Consent Agenda.

2021-0864 Glenn B. Boley Farm - Environmental Testing and Land Survey, RFP 21-058 Award

In 2001, the Village Board of Trustees purchased the 5.8 acres of land at 8401 W 151st Street from Glenn Boley, using Open Lands Referendum funding, for a price \$560,000. The purchase included covenants for a life estate for Glenn Boley; that the property shall forever bear the name "Glenn B. Boley Farm;" and that the property shall remain devoted to open space and recreational purposes.

In 2002, the property was annexed into the Village.

In 2003, the Village Board of Trustees purchased 60-acre Stellwagen Farm with Open Lands Funds and an IDNR grant for \$6 million.

In 2007, the adjacent property to the east was developed as a memory care assisted living facility (congregate elderly housing). With this development, 1.005 acres of detention area was dedicated to the Village, contiguous to Boley Farm, and the bike path along 151st Street was constructed.

In 2008, Boley Farm was added to the Local Register of Historic Places as a local landmark.

In 2009, the Village implemented a Historic Marker program, which identified the Village's two (2) landmark farms for "their unique historical and cultural significance and for their active contribution to the community as open spaces and farmers' markets. Both farmsteads have excellent historical integrity."

In 2014, Glenn Boley died, ending the life estate. The last occupants of the farmhouse moved out in June 2014. With the end of the life estate, the Village took over a lease with Henry Jacobs who has operated a farm stand on the site since 1983. Mr. Jacobs leases two (2) acres of land for farming, the use of the dairy barn, and the parking lot.

In late 2020, it came to the attention of the Village that the farmhouse and possibly other structures at Boley Farm had fallen into a state of disrepair that might be hazardous. Development Services is guiding the Village through evaluating the feasibility of removing or stabilizing the farmhouse and the other structures.

In 2021, the Village contracted McGuire Igleski and Associates (MIA), an architecture firm specializing in historic preservation, to conduct an Historic Assessment and Feasibility Study. In conjunction with the report Development Services Staff developed several planning scenarios to present a range of preservation efforts for evaluation by the Plan Commission and Board of Trustees.

On July 19, 2021 the Board of Trustees approved a Certificate of Appropriateness for Demolition and Major Changes to the Farmhouse and Other Structures for Scenario 2B as provided in the Planning Scenarios Summary prepared by the Development Services Department Staff.

Staff are now proceeding with implementation of the recommendations approved by the Certificate of Appropriateness, beginning with conducting geospatial land survey and an environmental site assessment to identify hazardous materials on the site and in buildings planned for demolition, salvage, or rehabilitation.

On October 28, 2021, staff issued a Request for Proposals (RFP 21-058) to solicit proposals to complete the land survey and environmental assessment. The geospatial survey scope of work includes: locating the above-grade structures; topography; utility infrastructure; trees; property lines and easements; and locating below-grade structures such as underground storage tanks, oil drums, well, or privy pits such as through using ground-penetrating radar. The environmental site assessment scope of work includes: Phase I study of records; Phase II soil boring and testing; and testing for lead-based paints, asbestos-containing building materials, and other hazardous materials. Finally, the RFP includes the preparation of construction specifications for the remediation of hazardous materials in structures to remain, and demolition for salvage or disposal in structures to be removed. The full scope of work provided with RFP 21-058 is attached for reference.

The RFP documents were downloaded by twenty-seven (27) vendors. Proposals were opened on November 18, 2021. The Village received two (2) complete proposals from: GSG Consultants, Inc and Weaver Consultants Group. The lowest proposal was from Weaver Consultants Group at \$52,800. In contrast, the GSG

Consultants proposal totaled \$71,700.

Prior to issuing the formal request for proposals, staff solicited proposals through an informal RFP for a similar scope of work. At that time, staff reached out to seven (7) vendors identified as qualified professionals offering the required services. Of those seven (7) vendors invited to submit a proposal, three (3) responded. One response did not reply to the full scope of work, and the other two (2) provided widely varied costs in response to the scope of work. Due to the few completed proposals received and wide margin between them, the scope was refined for more clarity and directly comparable costs and the formal RFP issued.

Though only two (2) responses to RFP 21-058 were received, staff is confident that this represents a fee commensurate to the work requested. Staff found the responses to the formal RFP to be in keeping with the responses to the informal RFP, including the response from Weaver Consultants Group who also provided a proposal to the informal RFP. The scope of work for both the ESA and land survey combined on one (1) RFP likely limited the quantity of responses. However, staff believes that having the services completed under one (1) contract will result in a more cost- and time-efficient outcome.

I move to award RFP 21-058 Glenn B. Boley Farm Environmental Testing and Land Survey to Weaver Consultants Group in an amount not to exceed \$52,80;.
And,

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

This matter was APPROVED on the Consent Agenda.

2021-0873 iCIMS Recruit/Onboarding Software Renewal

iCIMS is the current technology used by the Village for online recruitment and onboarding. The current one-year agreement is expiring. With the implementation of the new ERP system forthcoming, staff anticipated only a one-year renewal last year. However, the ERP system is still in the implementation stage, and an additional term is needed.

iCIMS subscription for this software is up for renewal January 1, 2022, and the contract has a renewal option of an additional two (2) years, with a price increase of 5% annually, which staff would like to exercise.

I move to approve the renewal agreement for subscription services for the iCIMS Recruit and Onboarding system, for an additional two (2) years, effective January 1, 2022, for an amount not to exceed \$36,397.98, in year 1 and 38,217.88 in year 2.

This matter was APPROVED on the Consent Agenda.

PUBLIC WORKS

2021-0860 RFP 21-061 - Custodial Services

On November 2, 2021, RFP 21-061 “Custodial Services” was issued requesting proposals for custodial, cleaning, and janitorial services at eighteen (18) Village facilities. The Village’s current custodial contract with Total Building Services Inc. (TBS), who has provided custodial services to the Village since 2003, expires at the end of 2021.

The approximate combined area of the eighteen (18) facilities, which includes Village Hall, Police Department, and Sportsplex, is three hundred twenty thousand (320,000) square feet. A full list of the Village facilities included in the Scope of Work is provided as an attachment.

To ensure all interested parties had a chance to visit each of these eighteen (18) locations, a mandatory pre-proposal meeting was scheduled on November 9, 2021. Seven (7) custodial companies attended the meeting, which included a four (4) hour walking tour of all facilities.

The “Custodial Services” RFP closed on November 17, 2021, at which time a total of twenty-eight (28) vendors had either completely or partially downloaded the RFP documents. Ultimately, five (5) proposals were submitted. All five (5) vendors who submitted proposals also attended the mandatory pre-proposal meeting.

The RFP requested a proposed monthly fee to maintain the eighteen (18) facilities for a period of three (3) years, with an option for an additional two (2) years of service. The RFP proposal tabulation/summary is attached as Exhibit A for reference. Exhibit B shows the proposal totals.

The RFP also requested proposal costs for “Additional Custodial Work”, including Village events, emergency cleaning, or other unforeseen sanitizing services. Furthermore, a per square foot cost was requested in the case that additional Village facility space was added to the scope of work. Each of the five (5) proposals included a comparable fee for Additional Custodial Work and Facility Additions, which can be reviewed on Exhibit B.

RFP Review and Selection

Proposals were evaluated based on price, vendor qualifications, and each firm’s ability to fulfill the Scope of Work outlined in the RFP. A summary of the proposal prices and qualifications of three (3) lowest priced proposals (Blooming Facility, LLC; Blue Fox Cleaning Services LLC, and Eco Clean Maintenance, Inc.) is provided below. It should be noted that in 2021 TBS provided regular custodial services for \$408,277.80.

Proposal Price

Blooming Facility, LLC proposed \$344,960.00 for the first year, followed by a 1.6% increase in 2023 and a 9% increase in 2024, for a total of \$1,079,541.84 over three (3) years. The proposal price would then increase by 18% and 2% in the optional fourth and fifth years, respectively, for a total of \$2,000,809.32 over five (5) years. Additional Cleaning Services would be charged at \$26, \$28, \$29.50, \$31 and \$32 per hour between 2022 and 2026, respectively. Facility Additions would be charged at \$0.10, 0.10, 0.13, 0.15 and 0.19 per square foot between 2022 and 2026, respectively.

Blue Fox Cleaning Service, LLC proposed a flat rate of \$432,000.00 for next five (5) years, for a three (3) year total of \$1,296,000.00 and five (5) year total of \$2,160,000.00. Additional Cleaning Services would be charged at \$19.25 per hour for all five (5) years. Facility Additions would be charged at \$0.15 per square foot for all five (5) years.

Eco Clean Maintenance Inc. proposed \$508,308.00 for the first three (3) years, for a total of \$1,524,924.00. The proposal price would then increase annually by 2.9% in the optional fourth and fifth years for a total of \$2,587,440.00 over five (5) years. Additional Cleaning Services would be charged at \$22.50 per hour between 2022 and 2024, respectively, and then increase to \$23.50 and \$24 per hour in 2023 and 2024. Facility Additions would be charged at \$0.10 per square foot for all five (5) years.

Qualifications

Blooming Facility, LLC has been in business since 2013, and their clients include Signode Industrial Facility in Bridgeview and Saint John's Lutheran School in LaGrange. They also provided custodial services for the Village of Justice in 2018 and 2020. While not Green Clean Certified, Blooming Facility did provide "Green Cleaning Procedures", which outline their approach to green cleaning. References had positive things to say about their services, although two of the three references expressed concern with their relatively small staff and scale of their operations.

Blue Fox Cleaning Service, LLC has been in business since 2013, and their clients include The University of Illinois at Chicago (UIC), Palatine Park District, Sutton Ford, and The Country Malt Group in Monee. Blue Fox is a State of Illinois Central Management Services Certified Woman/Minority Owned Business Enterprise (CMS WMBE), Cleaning Management Institute Certified and Green Clean Certified. The references for Blue Fox Cleaning Services had the most consistently positive comments of the three vendors and praised their management's professionalism, staff's abilities, and overall responsiveness.

Eco Clean Maintenance, Inc. has been in business since 2010, and their clients

include the Will County Office of the County Executive, Waukegan Park District and Mokena Community Park District. They are an “Eco-Clean” Certified company. References all provided positive responses regarding their services and mentioned that the company staffing levels were likely large enough to accommodate new clients.

Staff also spoke directly to representatives from Blooming Facility and Blue Fox Cleaning Services to confirm they had the staff and equipment necessary to ensure an efficient transition from the Village’s current custodian at the beginning of 2022. The representative from Eco Clean did not respond to the Village’s request for a discussion. Both Blooming Facility and Blue Fox were confident that they could provide adequate staff to begin providing custodial services within 30 days of finalizing a contract with the Village.

Upon conclusion of the evaluation of proposals, Blooming Facility, LLC was determined to be the company able to best perform the work in conformity with the Scope of Work and Contract documents at the most reasonable price.

Lapse of Service

To avoid any lapse in custodial services for the Village due the amount of time needed for preparation by Blooming Facility (who is required to have all staff background checked by the Village’s Police Department) and contracting, a proposal for continued custodial services was requested from the Village’s current custodian, Total Building Services, Inc (TBS). TBS subsequently provided a month to month custodial services proposal at the 2021 custodial services rate of \$40,864.43 per month.

As such, an approval from the Village Board to amend the current custodial services contract with Total Building Services, Inc. is also requested to prevent a lapse in custodial services on a month to month basis for \$40,864.43 per month.

..Financial Impact

Funding for Custodial Services is included in the annual budget process and is proposed in FY2022 in accounts 021-1800-442930 (Civic Center), 026-000-442930 (Metra Stations), 283-4007-442930 (SportsPlex) and 010-1700-442930 (all other facilities).

In addition to the costs detailed in the Unit Price Sheet, the annual budgeted amounts for custodial services will include costs for “Additional Custodial Work” in an amount of 5% of the annual contract amount. Any facility additions resulting in added facility square footage would increase the contract amount by the amounts listed on the Unit Price Sheet.

Trustee Riordan had comments. (refer to audio)

I move to approve awarding RFP 21-061 to Blooming Facility, LLC of Justice, IL for 2022 - 2024 with the Village's option to extend for an additional two (2) years for an amount not to exceed the annual Board approved budgeted amounts;

And,

To amend the current custodial services contract with Total Building Services, Inc., if needed, on a month to month basis to prevent a lapse in custodial services for \$40,864.43 per month;

And,

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

A motion was made by Trustee Healy, 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

2021-0862 Large Water Meter Testing - RFP Award

There are currently nine hundred twenty-two (922) large water meters ranging in size from one and one half to eight inches (1-1/2" to 8") within the Village-maintained water system. The Village follows the American Water Works Association recommendation to test large water meters at a minimum of every four (4) years to minimize unaccounted water loss. The highest volume users are tested more frequently to ensure their accountability of water.

A Request for Proposals for large meter testing and repair from 2022 through 2024 was published on BidNet Direct from November 5 - 22, 2021. One hundred seventy-seven (177) vendors were notified, eleven (11) downloaded partial or full documents, and one (1) proposal was submitted by M.E. Simpson Co., Inc. of Valparaiso, Indiana.

The proposed costs from M.E. Simpson Co. for both daytime and after-hours large meter testing are attached. If a meter fails a test due to mechanical error, M.E. Simpson Co. will repair the meter and charge the Village the manufacturer's list price of the replacement parts, plus a 10% handling fee.

After the bid opening, Public Works completed a market evaluation to determine if the single proposal pricing was fair and reasonable.

Public Works contacted two (2) neighboring municipalities, Village of Tinley Park and Palos Hills. Both of them use M.E. Simpson for their large meter testing

program not only due to being the lowest cost but also for their performance and excellent customer service record.

Public Works reviewed the previous contract pricing that was awarded in 2013 to the pricing provided. M.E. Simpson's contract costs comparison was:

For a 1.5" meter test:

2013 \$195.00

2022 \$295.00

The \$295.00 accounts for a 4.5% increase which is inline with inflation and can be contributed to additional labor and equipment costs.

Public Works reviewed M. E. Simpson past performance. It has been working for the Village for the past twenty (20) years and have provided quality service through detailed project management and project field management.

Based on this market evaluation, staff therefore recommends that the proposal from M.E. Simpson Co., Inc. of Valparaiso, Indiana be accepted.

The total number of meters tested and repaired annually will be based on the Board approved budgeted amount. For reference, in FY 2021, \$60,000 was budgeted in account #031-6002-442750 for large water meter testing.

The Village has been pleased with the service provided by M.E. Simpson Co., and staff recommends awarding a three (3) year contract for 2022 through 2024 for the large meter testing and repair of failed meters.

President Pekau had comments. (refer to audio)

I move to approve awarding RFP 21-062 Large Meter Testing to M.E. Simpson Co., Inc. of Valparaiso, Indiana for a three (3) year contract (2022, 2023, & 2024) in an amount not to exceed the Board approved budgeted amount;

And,

Approve the repair of large water meters at a cost of the manufacturer's list price of replacement parts, plus 10%;

And,

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

A motion was made by Trustee Kampas, 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

RECREATION AND PARKS

2021-0861 Centennial Park Aquatic Center Daily Admission Fees

The Centennial Park Aquatic Center (CPAC) is open daily 12:00pm - 8:00pm. CPAC daily admission fees are \$8.00 for residents, and \$20.00 for non-residents. Admission is discounted to \$5.00 for Orland Park residents beginning at 5:00pm daily.

In 2017, daily admission fees were increased from \$14 to \$20 for non-residents. In 2018, daily admission fees were increased from \$7 to \$8 for residents.

To offset rising operational and hourly wage expenses, staff proposes increasing daily admission fees as follows beginning with the 2022 season.

CPAC Daily Admission Fees, Effective Beginning May 28, 2022

Residents: \$10; After 5:00pm: \$7

Non-resident: \$22 Monday through Thursday; \$25 Saturday, Sunday and Holidays

Based upon 2021 attendance, the fee increase is projected to increase daily admission revenues by \$84,639 to a total of \$483,405* in 2022.

*Daily admission attendance is highly dependent upon weather conditions.

On December 6, 2021, this item was reviewed and approved by the Committee of the Whole and referred to the Board for approval.

I move to approve increasing the daily admission fee for the Centennial Park Aquatic Center to \$10 for residents, discounted to \$7 for residents after 5:00pm and to increase non-resident fees to \$22, Monday through Thursday, and \$25 Saturdays, Sundays and holidays.

A motion was made by Trustee Riordan, seconded by Trustee Kampas, 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

2021-0877 Children's Winter Break Camp

To meet the needs of working parents over the holiday period, as well as to provide an opportunity for children to engage in recreational play, the Recreation and Parks Department has identified an opportunity to offer a two-week Winter Break Camp for children K - fifth grade.

During the course of 2021, a number of Recreation and Parks Department programs experienced a number of programs which were cancelled due to low enrollment. As such, surplus funds are available to support hosting a Children's Winter Break Camp. Estimated expenses are projected to total \$4,036, including \$3,460 in personnel and \$556 program expenses. An expected attendance of sixteen (16) participants at the resident rate of \$261 each is expected to yield off-setting revenue of \$4,176.

Staff is seeking approval to host this camp as outlined during the 2021 holiday break period. The camp would be hosted December 22, 2021 to January 4, 2022, at the Cultural Arts Center, 7:00am - 6:00pm, utilizing summer camp staff that are off school during this period.

I move to approve the Recreation and Parks Department hosting a Children's Winter Break Camp, December 22, 2021 to January 4, 2022 in support of working parents, and to create a recreational opportunity for children during the holiday break period.

A motion was made by Trustee Milani, 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

FINANCE**2021-0869 Resolution Making the FY2022 Proposed Annual Budget Available for Public Inspection and Setting a Public Hearing Date**

This resolution is the next step in the annual budget process. The Village Board previously held the budget workshop on November 29, 2021. This resolution will provide direction to make the proposed budget available for public inspection and will set the public hearing date.

The revised proposed budget is available by visiting the Village's ClearGov budget document page:

<https://village-orland-park-il-budget-book.cleargov.com/2022-operating-budget/2022/introduction/transmittal-letter>. The transmittal letter includes a list of changes made since the proposed budget was distributed to elected officials in early

November.

The attached Public Hearing Notice will be published on December 11th in the Daily Southtown newspaper. At the December 20, 2021, Board meeting, the Board will hold the hearing and will consider an ordinance to adopt the 2022 budget.

I move to adopt Resolution 2133, entitled: RESOLUTION MAKING THE FY2022 PROPOSED ANNUAL BUDGET AVAILABLE FOR PUBLIC INSPECTION AND SETTING A PUBLIC HEARING DATE.

A motion was made by Trustee Milani, 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

MAYOR'S REPORT

2021-0852 Distribution of Proceeds from the 2021 Orland Park Veterans Golf Classic and various other fundraising events held by the Orland Park Veteran's Commission

The net revenue for the Orland Park Veterans Golf Classic was \$25,694.00, which included sponsorship, golf participation sales, dinner ticket sales, raffle sales, silent auction sale & donations. Donation checks from the revenue raised by the various fundraisers held throughout the year by the Orland Park Veterans Commission will also be presented.

The Orland Park Veterans Commission is requesting approval of the following donations to the respective organizations:

Veterans Voices Military Group (Faith United Methodist Church, Orland Park)	\$11,232
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VFW Post #2604 (Orland Park)	\$4,856
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American Legion Post #111 (Orland Park)	\$5,106
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Donations to Military Support Groups:

Honor Flight Chicago	\$3,000
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Moraine Valley Jr. College (Veteran's Scholarship)	\$3,000
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Paws Service Dogs (Bridgeview, IL)	\$3,000
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Wreaths Across America (Abraham Lincoln Cemetery)	\$3,000
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Total \$33,194

President Pekau and Darryl Wertheim of the Orland Park Veterans Affairs Office had comments. (refer to audio)

President Pekau presented checks to the organizations stated above. (refer to audio)

Trustees Kampas, Healy and President Pekau had comments.

I move to approve donating the proceeds from the Orland Park Veteran's Golf Classic & the various other fundraisers previously listed to the above specified organizations in the amounts as referenced herein.

APPROVED

2021-0855 Amend Title 7 Chapter 4 - Number of Class C Liquor License - Ordinance

Increase the number of Class C liquor licenses from ten (10) to eleven (11) for the year of 2021, to accommodate the opening of Smashburger.

I move to adopt Ordinance 5660, entitled: AN ORDINANCE AMENDING TITLE 7, CHAPTER 4 OF THE ORLAND PARK MUNICIPAL CODE, REGARDING THE AVAILABLE NUMBER OF CLASS C LIQUOR LICENSES ISSUED BY THE VILLAGE OF ORLAND PARK, COOK AND WILL COUNTIES, ILLINOIS.

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

VILLAGE MANAGER'S REPORT

2021-0872 Orland Historical Society Asset Transfer Agreement

The Orland Historical Society (OHS) will be dissolving and would like to transfer its assets to the Village of Orland Park. Since its inception, OHS's emphasis has primarily been focused on the John Humphrey House and its history. However, due to certain circumstances, OHS has elected to dissolve and will no longer be in existence, triggering a need for another entity to take over and preserve its assets.

Pursuant to the Asset Purchase Agreement, all of the assets of the OHS will be transferred to the Village. Those assets include the John Humphrey House and all of its contents, as listed in "EXHIBIT A" of the Agreement. This transfer is consistent with Section IV of the Will of John S. Humphrey, which provides that in the event the OHS is no longer in existence, or ceases to use or desires to cease using the property for historical purposes, then the property (John Humphrey House) and all of its contents shall pass to the Village.

Staff is requesting approval of the attached Asset Purchase Agreement with OHS. All of the assets to be transferred have been fully accounted for, and the Village is fully aware of the condition of the real property. Once approved, the transfer will take place within thirty (30) days following the execution of the Agreement.

Trustee Healy and President Pekau had comments. (refer to audio)

I move to approve the Asset Purchase Agreement between the Village of Orland Park and the Orland Historical Society;

And,

Approve and authorize the Village Manager to execute said Agreement, subject to Village Attorney Review.

A motion was made by Trustee Nelson Katsenes, 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

BOARD COMMENTS

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

EXECUTIVE SESSION

I move to recess to a Closed Executive Session for the purpose of discussion of a) approval of minutes; b) the appointment, employment, compensation, discipline, performances or dismissal of specific village employees; c) pending litigation against, affecting or on behalf of the village or when found by the board that such action is probable or imminent.

A motion was made by Trustee Kampas, 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

RECONVENE BOARD MEETING

The roll was called to reconvene the Regular Meeting and Trustees Healy, Katsenes, Milani, Kampas, Riordan, Radaszewski and President Pekau were present.

Purpose of the Executive Session was for the discussion of a) approval of minutes; b) the appointment, employment, compensation, discipline, performances or dismissal of specific village employees; c) pending litigation against, affecting or on behalf of the village or when found by the board that such action is probable or imminent.

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

ADJOURNMENT: 8:35 P.M.

A motion was made by Trustee Kampas, seconded by Trustee Riordan, 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

2021-0885 Audio Recording for December 6, 2021, Board of Trustees Meeting

NO ACTION

/AS

APPROVED:

Respectfully Submitted,

Patrick R. O'Sullivan, Village Clerk

Alexandra Snodsmith, Deputy Village Clerk