

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, October 7, 2024

6:00 PM

Village Hall

Committee of the Whole

*Village President Keith Pekau
Village Clerk Brian L. Gaspardo
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 - President Pekau; Trustee Healy; Trustee Nelson Katsenes; Trustee Milani; Trustee Kampas; Trustee Riordan and Trustee Radaszewski

APPROVAL OF MINUTES**2024-0740 Approval of the September 16, 2024, Committee of the Whole Minutes**

I move to approve the Minutes of the Regular Meeting of the Committee of the Whole of September 16, 2024.

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 - President Pekau, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, and Trustee Radaszewski

Nay: 0

ITEMS FOR SEPARATE ACTION**2024-0724 Holiday Lighting Services - Contract Extension**

On April 4, 2022, the Village Board approved the proposal from Artistic Holiday Design, LLC via RFP 22-015 for Holiday Lighting Services (see 2022-0213). The project scope of work consists of the installation, removal and storage of existing Village-owned holiday decorations, the installation and removal of tree lighting, and the maintenance of holiday lighting and decorations for a period of three (3) years, with the option to extend the contract for an additional two (2) years.

Based on the quality of service that Artistic Holiday Design has demonstrated throughout the original contract period, Staff is requesting to proceed with the optional extension of the contract for an additional two (2) years (2025 and 2026) for a total additional cost of \$286,375.68. A yearly cost summary per RFP 22-015 is provided below:

Artistic Holiday Designs, LLC.

2022: \$140,226.31 (\$155,807.02 without Early Renewal Discount)

2023: \$140,226.31 (\$155,807.02 without Early Renewal Discount)

2024: \$142,136.98 (\$157,929.98 without Early Renewal Discount)

2025: \$142,136.98 (\$157,929.98 without Early Renewal Discount)

2026: \$144,238.70 (\$160,265.23 without Early Renewal Discount)

This agenda item is being considered by the Committee of the Whole and the Village Board of Trustees on the same night.

I move to recommend to the Village Board to approve amending the current contract with Artistic Holiday Design, LLC to exercise the option to extend the contract for two (2) year additional years for 2025 and 2026;

AND

Increase the contract by \$286,375.68 for holiday lighting services for two (2) year additional years for 2025 and 2026, for a new not to exceed contract total of \$708,965.28.

A motion was made by Trustee Milani, seconded by Trustee Kampas, that this matter be RECOMMENDED FOR APPROVAL to the Committee of the Whole. The motion carried by the following vote:

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

Nay: 0

2024-0612 Village of Orland Park Village Hall Generator Fence - 14700 Ravinia Avenue - Certificate of Appropriateness

Project: 2024-04612, COA-24-00460

Petitioner: Joel Van Essen, Director of Public Works

Purpose: The purpose of this petition is to install a fence to screen a generator in the rear of Village Hall.

Project Attributes

Location: 14700 Ravinia Avenue

P.I.N.(s): 27-09-401-037-0000

Requested Approvals: The petitioner is seeking approval of a Certificate of Appropriateness for minor work on a landmark structure.

Please see attached Staff Report and supporting documents for more information.

PROJECT DESCRIPTION & CONTEXT

Completed in 1989, the Village Hall was designated as a landmark structure. Any exterior work completed requires Plan Commission and Board of Trustees approval.

The Village of Orland Park installed a natural gas standby generator in the rear of the campus. The generator is capable of supplying Village Hall with enough energy to function normally in the case of a power outage, including critical hardwired systems like HVAC, computer, and security systems. With the installation of the generator, screening is required and is being proposed through this petition.

COMPREHENSIVE PLAN

Downtown Orland Park is centered around the LaGrange Road and 143rd Street intersection and served by the 143rd Street Metra station. The Downtown is separated into four Character Districts, each with a distinct identity, but all integrated via a well-connected transportation network. This area is envisioned to become the heart of Orland Park, with a unique sense of place and an emphasis on walkability and pedestrian scale. Civic buildings and open spaces will continue to be the focal points in the district.

DETAILED PLANNING DISCUSSION

Old Orland Historic District

Per Section 6-209.G.1, the review and approval process for Contributing Structures and Landmarks for minor work require Plan Commission and Board approval.

Per Section 6-308.J.1, Service areas, utility areas, loading areas, storage areas, mechanical equipment, overhead doors, trash collection and recycling areas, and other potentially unattractive places shall be completely screened from view on all sides so that no portion of such areas are visible from streets, drives, and adjacent properties. Screening shall be accomplished by the use of walls, fencing, landscaping, or a combination of measures. Screening shall be equally effective in the winter and the summer seasons. Screening shall be architecturally compatible with the principal building in terms of design type, materials, and colors. Wherever possible, mechanical equipment shall be contained within buildings or shall be roof-mounted per Code requirements.

The proposed work is to install a fence around the natural gas standby generator to screen it from view. The fence is a PVC fence in the color Sierra Blend. The style is Galveston with CertaGrain texture and is eight feet in height.

Overall, the proposed minor work conforms to the Village's Land Development Code and policies for this area.

PLAN COMMISSION DISCUSSION

Present at the Plan Commission were 6 commissioners in person and members of staff. Discussion included project details and scope of work. Five of the commissioners expressed support for the project with 1 commissioner voting nay due to the fence having already been installed before any planning approvals could be given.

The case passed with 5 ayes, 1 nay, and 1 absent.

Motion: Regarding Case Number 2024-0612, also known as Village of Orland Park Village Hall Generator Fence, I move to approve the Staff Recommended Action as presented in the Staff Report to the Plan Commission for this case.

I move to recommend to the Village Board approve the Plan Commission recommended action for case number 2024-0612 also known as Village of Orland Park Village Hall Generator Fence;

AND

Recommend approving a Certificate of Appropriateness.

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

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

Nay: 0

2024-0294 Application Fees and Fees per Square Foot

The Lean Enterprise Institute (LEI) initiative in which Development Services staff participated identified opportunities to make development-related processes more efficient and effective. Feedback regarding two of these opportunities, the concepts of application fees and fees per square foot, was presented on September 16, 2024. Implementation details, such as Village Code updates, are included in a draft ordinance for the Board of Trustees agenda.

The purpose of this effort is twofold: (1) to discuss the potential implementation of an application fee for all permit requests; and (2) to propose transitioning to a fee calculation based on building square footage rather than our current system, which is a combination of fees per fixture, outlet, pipe diameter, etc. for new attached and detached single family homes.

Development Services is aiming to enhance the efficiency and effectiveness of its current processes, including covering a portion of administrative expenses when processing permit applications, and minimizing staff time to calculate permit fees. The proposed fee structure is intended to fully cover Village costs related to the improvements single family residential owners want to make to their properties.

Staff recommends the following:

1. A non-refundable application fee of \$95. This will cover the permit costs for most fixed-fee permits and the initial costs borne by staff reviewing permit applications that are not issued. This initial application fee is based on a \$75 fee established in November 2017 with Ordinance No. 5247 for multiple permit types, including roof permits, and utilizing the Consumer Price Index (CPI) calculator to adjust for inflation.
2. A per square foot (SF) fee for new construction and additions to single family

attached and single family detached building permits:

- a. \$1.70/SF for the first 2,000 SF
- b. \$0.50/SF for each additional SF of 2,001 SF or greater

3. Reviewing the fees on an as-needed basis in lieu of utilizing an automatic annual CPI adjustment.

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

Director of Development Services Steve Marciani responded to Trustee Kampas. (refer to audio)

Trustee Milani had comments. (refer to audio)

President Pekau entertained a motion to table. (refer to audio)

I move to table this item.

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

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

Nay: 0

NON-SCHEDULED CITIZENS & VISITORS FOR PUBLIC COMMENT ON ITEMS RELEVANT TO VILLAGE BUSINESS

A resident named Jimmy addressed the Committee. (refer to audio)

Jim Olguin addressed the Committee regarding the involuntary annexation on 82nd Avenue. (refer to audio)

ADJOURNMENT: 6:16 P.M.

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

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

Nay: 0

2024-0795 Audio Recording for the October 7, 2024, Committee of the Whole Meeting

NO ACTION

/AS

APPROVED: October 21, 2024

Respectfully Submitted,

/s/ Brian L. Gaspardo

Brian L. Gaspardo, Village Clerk