

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, May 19, 2014

6:00 PM

Village Hall

Parks and Recreation Committee

*Chairman Patricia A. Gira
Trustees Kathleen M. Fenton and Daniel T. Calandriello
Village Clerk John C. Mehalek*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:03 PM.

Present: 3 - Chairman Gira; Trustee Fenton and Trustee Calandriello

APPROVAL OF MINUTES**2014-0305 Approval of the April 21, 2014 Parks and Recreation Minutes**

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of April 21, 2014.

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

Aye: 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

Nay: 0

ITEMS FOR SEPARATE ACTION**2014-0285 Century Jr. High Ball Field Fencing Repairs**

Park's Division Director Frank Stec reported that upon inspection of the ball field at Century Junior High School, it was determined that the line fencing is in disrepair and in need of immediate replacement. Peerless Fence provided a proposal to furnish and install new galvanized posts, reuse existing rail and fabric, and cap the 12" x 48" deep concrete footings. The quote for cost of repairs is \$7,470.00. Staff met with Orland School District #135, as the District is required to reimburse the village for the entire cost, as per the intergovernmental agreement for structural maintenance. They have been advised of the cost and have approved the scope of work.

I move to recommend to the Village Board to approve the fencing repairs at Century Junior High School ball field by Peerless Fence at a cost not to exceed \$7,470.00.

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

Aye: 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

Nay: 0

2014-0295 Pond Site Stewardship Management Proposal

Director Stec reported that the Parks and Public Works Departments are working together to bring an item to the June committee meeting which will advance a number of priority pond improvements throughout the Village. These larger

projects are part of the Basin Best Practices program that was established by the Village Board several years ago. The Water Fund provides for these improvements to ponds to ensure that stormwater is effectively managed. Parks and Public Works partner to meet the needs of the residents in the surrounding areas.

The ponds that are being addressed through the Basin Best Practices program include a plan for on-going maintenance and stewardship where needed. Throughout the year, there are often requests that require service or stewardship to a pond that has not yet been included in the priority pond list identified in that program. Many times the work required in that area needs to be provided by a contractor rather than our staff due to the chemicals used or scope of work required. In the past, staff has sought proposals individually for each of these small jobs which requires a great deal of coordination with a variety of contractors. Parks is proposing that this year, we utilize one contractor who will be considered "on-call" for these small jobs at a set rate.

Because we recently went out for bids on the larger projects, staff has reviewed the body of work from five area firms. Two firms stood out as best suited to manage the type of work required in Orland Park (including the natural plantings and preferred maintenance required in most pond areas). Pizzo & Associates and V3 Companies both provided a proposal for on-call aquatic stewardship services including: aquatic herbicide application, algaecide application, and invasive plant cutting/removal of undesirable species in our ponds as needed. Pizzo proposed a rate of \$50 per hour and V3 proposed a rate of \$60. Staff does not anticipate there will be many calls for service and recommends Pizzo & Associates for the work during FY2014.

The Village will be billed on a per hour basis providing flexibility to manage ponds more efficiently throughout the year. The contract would be issued in a not to exceed amount of \$10,000.00 under this proposed arrangement. This item is a professional service and therefore does not require a formal bid process for the work. For the larger pond projects of the Basin Best Practices Program, the RFP process was utilized and each pond was priced individually by the firms.

I move to recommend to the Village Board to approve accepting the proposal from Pizzo and Associates, Ltd for Pond Site Stewardship Management at a cost not to exceed \$10,000.

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

Aye: 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

Nay: 0

2014-0297 Recreation Department Program Guide - Fall 2014 Programs

Recreation Operations Manager Irene Bukema reported that lists of recommended programs to be offered in the Recreation and Parks Department 2014 Fall Program Guide are attached to the Committee Packet. Included in the lists are contractual costs (over \$5,000) that would need Board approval associated with the fall sessions. These costs are covered by revenue generated through registration fees and actual costs are dependent on the number of participants registered.

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

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

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

Aye: 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

Nay: 0

2014-0293 Chefs' Auction Donation to American Cancer Society

Recreation Operations Manager Bukema reported that the Chefs' Auction to benefit the American Cancer Society Breast Cancer Research Program was held on February 20, 2014 at the Orland Chateau.

Revenue from the Chefs' Auction was \$11,219.00, which included ticket sales, raffle sales, donations, and coat check collections. The live auction raised \$12,975.00 from sixteen restaurant packages, which was paid directly to the American Cancer Society at the event.

Expenses for the event totaled \$3,589.35, leaving a profit of \$7,629.65.

Staff is requesting approval of a donation to the American Cancer Society from the proceeds of the 2014 Chefs' Auction in the amount of \$7,629.65.

Trustee Fenton asked if a print out of all the expenses for the event could be provided to her.

I move to recommend to the Village Board to approve payment of \$7,629.65 from the proceeds of the 2014 Chefs' Auction to the American Cancer Society.

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

Aye: 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

Nay: 0

2014-0299 Approval Contract - Taste of Orland Electricity

Recreation Operations Manager Bukema reported that the Taste of Orland requires rented generators to provide electricity for the three day event held the first weekend in August. An RFP was sent out on March 20, 2014 for proposals to provide these services for the years 2014, 2015, and 2016.

Two proposals were received (summary proposal sheets attached to the Committee Packet): Patten Industries: \$8,200.00 for each of the three years; Charles Equipment Energy Systems: 2014: \$9,499.00; 2015: \$9,688.98; 2016: \$9,882.75.

In a meeting between Patten Industries, the Building Services Foreman, the Village's electrical inspector, and Recreation Department personnel, the proposal was thoroughly discussed to ensure the proposal would meet the needs of the event. The Patten Industries representative provided examples of the equipment that would be utilized. Village staff deemed that the proposal by Patten Industries would meet the needs of the event and that Patten's equipment was newer and a better quality than previous years.

Upon checking references, it was found that Patten Industries has performed at a high level for Ram Racing (Hot Chocolate Run, 40,000 participants) and Hammond, Indiana's Festival of the Lakes (5 Day Festival with an attendance of 10,000 per day). Both references provided strong and confident recommendations for Patten Industries.

I move to recommend to the Village Board to approve accepting the proposal from Patten Industries at \$8,200 per year for the 2014, 2015, and 2016 Taste of Orland Park.

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

Aye: 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

Nay: 0

2014-0290 Taste of Orland Park Cup Purchase

Recreation Operations Manager Bukema reported that the Village of Orland Park purchases beer and wine cups for the alcohol vendors to use at the Taste of Orland Park. Cups have the Taste of Orland logo imprinted on one side and the Sportsplex logo on the other side. We do not include the event year to give us the ability to use any remaining cups at the 2015 event. Most of our 2013 stock has

been depleted and a new order is needed.

Three quotes have been obtained for 28,000 beer cups and 6,000 wine cups with the logos imprinted. The quotes are as follows:

Flow-eze Company \$5,692.66
Go Promotions \$7,920.00
Branders.com \$11,200.36

These prices include shipping and screen charges.

I move to recommend to the Village Board to approve the purchase of 28,000 beer and 6,000 wine cups for the Taste of Orland Park from Flow-eze Company for a total cost of \$5,692.66.

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

Aye: 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

Nay: 0

ADJOURNMENT: 6:09 PM

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

Aye: 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

Nay: 0

/AJ

Respectfully Submitted,

John C. Mehalek, Village Clerk