

# VILLAGE OF ORLAND PARK

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



## **Meeting Minutes**

**Monday, July 1, 2013**

**6:00 PM**

**Village Hall**

## **Parks and Recreation Committee**

*Chairman Patricia A. Gira  
Trustees Brad S. O'Halloran and James V. Dodge  
Village Clerk John C. Mehalek*

**CALL TO ORDER/ROLL CALL**

The meeting was called to order at 6:17 PM

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

**APPROVAL OF MINUTES****2013-0413 Approval of the June 3, 2013 Parks and Recreation Minutes**

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of June 3, 2013.

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

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

**Nay:** 0

**ITEMS FOR SEPARATE ACTION****2013-0401 EPI Contract Change Order**

The Cook County Department of Environmental Control requested further inspections and testing of the asbestos at the Orland Park Plaza prior to demolition. EPI (Environmental Protection Industries, our contractor) was required to return and test in a few areas. All areas have now been approved for demolition.

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

I move to recommend to the Village Board to approve a change order to the contract with EPI at a cost not to exceed \$6,120.00.

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

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

**Nay:** 0

**2013-0388 Eagle Ridge Park Play Unit Installation Bid Award**

Park's Division Director Frank Stec reported that bids were received on June 3, 2013 at 11:00 a.m. in the Village Clerk's Office for the Eagle Ridge Park Play Unit Installation. Two bids were received and the low qualified bid is from GLI Services, Inc. at a cost of \$32,980.00. Hacienda Landscaping's bid was considered non-responsive as they did not provide the required Apprenticeship and Training

Certification.

I move to recommend to the Village Board to approve GLI Services, Inc at a cost not to exceed \$32,980.00 for the installation of the Eagle Ridge Play Equipment.

And

To approve a budget adjustment of \$13,640.00.

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

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

**Nay:** 0

#### **2013-0402 RPZ & Backflow Testing at Village Buildings**

Director Stec reported that each year the backflow preventors at every village building must be tested per state requirement. C.J. Erickson Plumbing Company has previously performed this service for the Village and has already performed the work for FY 2013. The total expenditure for all buildings is \$8,084.40.

I move to recommend to the Village Board to approve C.J. Erickson Plumbing Company for RPZ backflow testing at a cost not to exceed \$8,084.40.

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

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

**Nay:** 0

#### **2013-0407 Centennial Park Aquatic Center Painting Change Orders**

Director Stec reported that during the painting of the Centennial Park Aquatic Center some changes to the original specifications were requested of the contractor. Striping was added and the insides of the slides were painted as the slides are open on top. This additional work was not contemplated when the quote was obtained from Madison Coatings during the off-season. All change orders are based on actual time and materials required to complete the additional work.

Chairman Gira questioned how it was not understood to paint the inside of the slides.

Assistant Village Manager Ellen Baer responded that the slides that were painted last year were not opened and that the slides this year were different. As result the estimates given did not anticipate painting the inside of the slides.

Chairman Gira asked if the work would be done in the fall.

Director Stec responded that the work would be done in the fall.

Assistant Village Manager Baer added that the problem occurred because the project was not bided out with all the specifications in writing up front since Madison Coatings was used last year. Since Madison Coatings had done such a good job, they were asked to give the Village a quote. She added that next time all the specifications will be presented up front.

I move to recommend to the Village Board a budget amendment transfer from the General Fund to the Parks & Recreation Fund in the amount of \$30,466;

And

I move to recommend to the Village Board to approve a change order in the amount of \$30,466 to Madison Coatings of Orland Park.

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

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

**Nay:** 0

#### **2013-0391 Cable Access Installation in Sportsplex Fitness Center Award**

Director Stec reported that three quotes were received for the installation of cable wiring to 24 units of exercise equipment at the Sportsplex for the installation of t.v. screens. Cable wiring connectivity will retrofit the equipment to allow users to access any channel they would like to view on their individual piece of cardio equipment. The user will plug in their own headphones to the cardio piece to attain access.

References were verified and Sound of Music & Video System was not only the lowest quote but the best qualified.

I move to recommend to the Village Board to approve accepting the low quote from Sound of Music & Video System at a cost not to exceed \$9,884.49.

**RECOMMENDED FOR APPROVAL to the Board of Trustees**

#### **2013-0420 Fitness Equipment Upgrade Purchase**

Recreation Division Director Nancy Flores reported that as the Recreation Department continually replaces and updates aging fitness equipment as approved in the FY13 budget, staff is requesting approval to purchase attachable TVs for the cardio equipment as follows:

Six attachable TVs for Life Fitness ellipticals from Life Fitness, five attachable TVs for Precor ellipticals, and two attachable TVs for Precor AMTs.

The purchase of this proposed equipment allows members to only need their ear buds and plug them into the consoles on the machines. They will have TV screens directly in front of them with access to 28 channels. The purchase of this state of the art equipment helps keep the Sportsplex relevant in this competitive market, and will increase member satisfaction/retention, and assist in attracting new members.

At this time, staff is requesting approval to waive the bid process and accept the proposals to purchase the equipment directly from the manufacturers and their authorized dealer exclusive to provide a seamless look and feel.

- The first proposed purchase will include (6) attachable TVs for Life Fitness ellipticals from Life Fitness for a total cost of \$6,198.
- The second proposed purchase will include (5) attachable TVs for Precor ellipticals from Direct Fitness Solutions for a total cost of \$6,695.
- The third proposed purchase will include (2) attachable TVs for Precor AMT's also from Direct Fitness Solutions for a total cost of \$2,678.

On July 1, 2013, this item was reviewed by the Parks and Recreation Committee, recommended for approval and referred to the Village Board of Trustees for consideration.

I move to recommend to the Village Board to approve waiving the bid process for the purchase of six attachable TVs for Life Fitness ellipticals from Life Fitness, five attachable TVs for Precor ellipticals, and two attachable TVs for Precor AMTs from the manufacturers and their authorized exclusive dealers;

And

I move to recommend to the Village Board to approve the purchase of six attachable TVs for Life Fitness ellipticals from Life Fitness at a cost not to exceed \$6,198;

And

I move to recommend to the Village Board to approve the purchase of five attachable TVs for Precor ellipticals from Direct Fitness Solutions at a cost not to exceed \$6,695;

And

I move to recommend to the Village Board to approve the purchase of two attachable TVs for Precor AMT's from Direct Fitness Solutions at a cost not to exceed \$2,678.

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

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

**Nay:** 0

### **2013-0419 Fitness Equipment Purchase for 2013**

Director Flores reported that the FY13 budget included funds to continue the equipment replacement program which provides for replacement of aging fitness equipment at the Sportsplex. Staff is requesting approval to purchase 4 Star Trac E-TRxe Treadmills with integrated TV, 2 True Treadmills CS550 with integrated TV, 5 Life Fitness 95XE Ellipticals with integrated TV, and 2 Precor Ellipticals EFX 815. This replacement equipment will increase member satisfaction, assist in attracting new members, and increase the reliability of equipment. The annual replacement program helps to avoid the need to replace a large volume of equipment at a much higher cost at any one time. At this time staff is requesting approval to waive the bid process and accept the proposals to purchase the equipment directly from the manufacturers as a sole source.

- The first proposed purchase will include (4) Star Trac E-TRxe Treadmills with integrated TV from Fitness Experience at a cost of \$25,000.00.
- The second proposed purchase will include (2) True Treadmills CS550 with integrated TV from Midwest Commercial Fitness for a cost of \$10,390.00.
- The third proposed purchase will include (5) Life Fitness 95XE Ellipticals with integrated TV from Life Fitness for a total cost of \$27,550.00.
- The fourth proposed purchase will include (2) Precor Ellipticals EFX 815 from Direct Fitness Solutions for a total cost of \$10,496.00.

These fees include freight and installation. Additionally, we will receive \$440 credit for the trade-in of four older model True Treadmills from Midwest Commercial Fitness.

On July 1, 2013, this item was reviewed by the Parks and Recreation Committee, recommended for approval and referred to the Village Board of Trustees for

consideration.

I move to recommend to the Village Board to approve waiving the bid process for the purchase of four Star Trac E-TRxe Treadmills with integrated TV, two True Treadmills CS550 with integrated TV, five Life Fitness 95XE Ellipticals with integrated TV, and two Precor Ellipticals EFX 815 from the manufacturers and the sole source distributors;

And

I move to recommend to the Village Board to approve the purchase of four Star Trac E-TRxe Treadmills with integrated TV from Fitness Experience at a cost not to exceed \$25,000.00;

And

I move to recommend to the Village Board to approve the purchase of two True Treadmills CS550 with integrated TV from Midwest Commercial Fitness at a cost not to exceed \$10,390.00;

And

I move to recommend to the Village Board to approve the purchase of five Life Fitness 95XE Ellipticals with integrated TV from Life Fitness at a cost not to exceed \$27,550.00;

And

I move to recommend to the Village Board to approve the purchase of two Precor Ellipticals EFX 815 from Direct Fitness Solutions at a cost not to exceed \$10,496.00.

**RECOMMENDED FOR APPROVAL to the Board of Trustees**

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

**Nay:** 0

**2013-0422 Part-Time Membership Coordinator**

Director Flores reported that the Recreation Department is requesting approval of the employment of a part-time Membership Coordinator. Funds were set aside during the 2013 budget process in the General Fund for this position pending additional information on the duties and the creation of a job description brought forward for review and approval by the Village Board.

At the direction of the Board, Staff is working to foster new corporate memberships within the business community of Orland Park and to provide for a position dedicated to the growth and maintenance of memberships at Sportsplex.

The Membership Coordinator would be supervised by the Sportsplex Manager and work closely with the Sportsplex supervisors and the Recreation Services Representative who has membership retention responsibilities at Sportsplex.

The graph below illustrates the history of corporate membership from 2005 to 2012. Growth in memberships peaked at Sportsplex before the economic downturn. The new Corporate Rate, approved in 2012, provides a three tiered approach allowing businesses, small or large, to take advantage of this program. Corporate Memberships can increase an employee's focus on wellness through fitness opportunities available at the Sportsplex and on the business site.

Year	Corporate Membership
2005	-- 5
2006	-- 32
2007	-- 46
2008	-- 36
2009	-- 31
2010	-- 19
2011	-- 20
2012	-- 24

The Membership Coordinator position would be responsible for generating new business memberships by scheduling meetings with prospective businesses, delivering presentations effectively communicating the benefits of wellness, overall fitness and Sportsplex membership to a company or organization. He/She would be responding to questions about fitness principles, fitness programs, fitness trainer usage, and fitness equipment available to members at the Sportsplex. This position would coordinate new business membership orientations/tours; implement analytical measures to identify opportunities for increasing memberships and membership usage of the facility. Growth in this area will provide both an enhanced revenue stream for the facility and an enormous benefit to the business community in Orland Park and the surrounding area.

The Membership Coordinator will work within the approved corporate membership program to create a customized package to meet an individual business' needs and provide a wellness program that is meaningful to its employees.

The 2013 budget impact of the PT Membership Coordinator was estimated at 1,040 hours @ \$15/hour, an annual cost of \$15,600. However, should the position be approved at this time, it would be posted in July, with an anticipated start date of early August, leaving a budget impact of \$7,800 for 2013 with only 5 months remaining in the year.

On July 1, 2013, this item was reviewed by the Parks and Recreation Committee, recommended for approval and referred to the Village Board of Trustees for



consideration.

Trustee O'Halloran asked how businesses would be targeted.

Director Flores reported that the Recreation Department would work with the Chamber to go out to events and capture new businesses, as well as school districts and Horton to start off.

I move to recommend to the Village Board to approve the addition of a part time Membership Coordinator and a budget adjustment of \$7,800 from the General fund to the Recreation and Park Fund to fund the position.

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

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

**Nay:** 0

#### **2013-0425 Pedestrian Bridge Wall Planting Proposal**

Director Stec reported that proposals for the planting of the wall at the pedestrian bridge designed by Norris Design were requested from the vendors listed below. The results are as follows:

J.G.S Landscape Architects	\$14,925.00
GreensKeeper	No proposal submitted
Mid-America Tree and Landscape	\$8,977.00
Jim Melka Landscape	No proposal submitted

The low quote was from Mid-America Tree & Landscape. The Parks Department will install the irrigation prior to the plants being installed.

Village Manager Paul Grimes reported that the latest update from IDOT was that they are out restoring the walls and also pouring concrete leading up to the bridge in the next week or two. After that is completed, the bridge should be able to be opened. He asked to please keep in mind that the bridge will be opened for a couple months and then will be closed again by IDOT so they can come in remove the abutments that remain on the west side of LaGrange due to the LaGrange Road Widening Project.

Trustee O'Halloran asked where the concrete work was being completed.

Village Manager Grimes responded that the concrete work was being done on the approach to the east side of the pedestrian bridge.

Trustee O'Halloran asked if the path would be connected to Orland Park

Crossings.

Assistant Village Manager Baer responded that the developer for phase II will be required to put the connection in.

I move to recommend to the Village Board to award the Pedestrian Bridge Wall Plantings to Mid-America Tree & Landscape at a not to exceed cost of \$8,977.00.

**RECOMMENDED FOR APPROVAL to the Board of Trustees**

**2012-0035 CMAP LTA Water Use Conservation Strategic Plan & Ordinance - Informational**

Assistant Director of Development Services Kim Flom reported that in 2011, the Chicago Metropolitan Agency for Planning (CMAP) awarded the Village a Local Technical Assistance (LTA) grant to develop a new water conservation strategy and ordinance. That strategy was developed through public and stakeholder meetings through 2011 and 2012. The intent of the project was to develop a new Village-wide water use conservation strategy and ordinance that is in line with the Northeastern Illinois Regional Water Supply/ Demand Plan (a.k.a. Water 2050 Plan) and the Model Water Use Conservation Ordinance, both coordinated by CMAP steering committees.

A completed strategy report by CMAP was presented to the Village Board in June 2012 with a set of recommendations to undertake water conservation measures and practices. At that time, the Board requested that the Village work with neighboring municipalities to develop a combined regional approach toward water conservation.

Throughout 2012 and into the first quarter of 2013, the Village worked with high level representatives from Tinley Park, Mokena, New Lenox and Oak Forest to develop a mutually agreed upon water conservation resolution for the southwest region as a cluster of customer communities to the Oak Lawn water distribution system. The resolution acts as a common starting point for each of the municipalities to enact water conservation strategies that best fit their communities.

The resolution was presented to the Orland Park Village Board and adopted on May 6, 2013.

**DRAFT PROJECT BREAKDOWN OVERVIEW**

Following passage of the water conservation resolution, the next step is to prepare an implementation schedule for the recommendations of the CMAP report. Because the CMAP report contains a number of policy items, a draft project breakdown is provided that summarizes all of the recommendations in the report. The report is broken into five (5) major components, each with sub-components that are depicted in a breakdown tree and explained in the ensuing tables. At the end of the project breakdown is a simplified network

diagram showing which components will be implemented first. Generally, the diagram depicts a three year implementation period beginning with Indoor Ordinances in 2013, followed by Program implementation in 2014, addressing the highest water users in 2015 and instituting Outdoor Ordinances last in 2016. Throughout the three year implementation period, recommended education and outreach is proposed as an ongoing effort to ease the impacts of implementation and promote various programs and activities.

Finally, a project breakdown schedule is provided to roughly show the amount of time each component/ task will take to complete (blue bars) and the targeted implementation date (red). The project breakdown schedule is tentative and will likely be subject to change but it is a useful starting point to understand the amount of time it will take to comprehensively enact recommended water conservation measures and policies.

A copy of the draft Water Conservation Strategy Project Breakdown is attached as an informational item. A copy of the strategy report by CMAP is also attached to the Committee Packet for reference.

Chairman Gira asked if each aspect would be researched.

Assistant Director Flom stated that the goal will be for the Board to adopt an ordinance that would affect the Village's codes. All aspects of every ordinance will be brought forward for review and discussion. The information presented is to be used as a guideline to know what will be coming up soon.

Trustee Dodge commented that there are parts that he likes, but also parts that are confusing. He stated that he much rather go down the pathway of educational programs and pricing and let residents self-select. He stated that the village should be smart about pricing before restricting choice.

Village Manager Grimes stated that the purpose of the resolution that was adopted by the Village Board was to specifically take a careful step to consult and confer with neighboring communities. He added that the Village is negotiating a long-term water contract with Oak Lawn to supply water for a long period of time. In doing so everyone is in some way customers and consumers and the Board did not want to adopt an ordinance that would be at variance with neighboring communities. The Board wanted to come up with a set of principles or standards that everyone could agree upon. In terms of regulations being implied, he stated that the Village has been very careful with CMAP and understand what they are trying to achieve. He added that CMAP is aware of the expectations the Village has. He said that new codes will only be required by new construction.

Trustee Dodge commented that there is a point in which an inflection is hit that he feels uncomfortable with. He added that this will not be tackled tonight, but he is just pointing out where is thoughts are on the issue.

Village Manager Grimes stated that the village will be getting a lot of price signals in the coming years not by choice, but they will have to be adopted. He added that the main purpose of the plan and ordinance is for residence to be able to have a resource that allows them to learn how they can use less water so the impact of the price increases will be less.

Trustee Dodge noted that he would be the first in line for the education and enablement.

Chairman Gira added that education is going to be key.

Trustee O'Halloran added that he agrees with Trustee Dodge and there is one step with respect to education and the other is when the Village starts regulating things that should not be regulated.

Village Manager Grimes replied that he believed that there was nothing in the ordinance that crosses that threshold. He added that most of what is being done is going to be suggestive.

Trustee O'Halloran noted that if there is a deviation from current regulations, it needs to be presented and understood.

Trustee Dodge asked that when the Village reached moments of inflection that residents be educated on why the ordinance is changing.

Assistant Director Flom commented that ordinances that are brought forth are shaped by Board comments as well as suggestions in the plan to make sure that this ordinance is unique and specific to the Village and meets the Village's needs. She asked if it would be better to shift programming and education before the indoor ordinance. She also asked if the Village's highest water users would be shifted earlier since it is something that can be monitored.

Trustee Gira asked if it is being suggested that faucets indoors be addressed before beginning the education process.

Assistant Director Flom responded that the opposite was being suggested.

Trustee Dodge added that he would like to say to the community that while the Village is working on the future state of this topic, the Village is going to aggressively pursue water effectiveness and efficiency as an entity. He added that given the usage, if half the problem is outside the home water usage, the Village should be really smart about going after that issue. He believes that the Village needs to take a close scrutiny of their own water usage first.

Chairman Gira stated that the Village needs to lead the way and demonstrate the

willingness to examine ourselves as a Village and then focus on the education process. She added that the education process will be an easy sell.

For Discussion Only

**This item was for discussion only. No action was required.**

**ADJOURNMENT: 6:50 PM**

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

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

**Nay:** 0

**/AJ**

Approved: October 7, 2013

Respectfully Submitted,

/s/ John C. Mehalek

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**John C. Mehalek, Village Clerk**