

# VILLAGE OF ORLAND PARK

14700 S. Ravinia Avenue  
Orland Park, IL 60462  
[www.orlandpark.org](http://www.orlandpark.org)



## Meeting Minutes

Monday, October 6, 2025

7:00 PM

Village Hall

## Board of Trustees

*Village President James V. Dodge, Jr.  
Village Clerk Mary Ryan Norwell  
Trustees, William R. Healy, Cynthia Nelson Katsenes, Michael R. Milani,  
Dina Lawrence, John Lawler and Joanna M. L. Leafblad*

**CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:30 P.M.

**Present:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad and Village President Dodge Jr.

**VILLAGE CLERK'S OFFICE****2025-0796 Approval of the September 15, 2025, Regular Meeting Minutes**

The Minutes of the Regular Meeting of September 15, 2025, were previously distributed to the members of the Board of Trustees. President Dodge 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 September 15, 2025.

**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 Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

**2025-0797 Approval of the September 22, 2025, Special Meeting Minutes**

The Minutes of the Special Meeting of September 22, 2025, were previously distributed to the members of the Board of Trustees. President Dodge 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 Meeting of September 22, 2025.

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

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

## PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS

### 2025-0791 Introduction of New Participants in the Village's Internship Program

In June of 2025, the Village instituted a comprehensive internship program for various professional mentorship opportunities. Over the course of late summer, several applicants applied for various department-wide intern positions, but most were unavailable long term and returned to out-of-state colleges for the remainder of the year. We were able to secure four local, talented, ambitious students to participate in the internship program continuously through next year at minimum.

To continue their introduction to the Village, the newly selected interns will be introduced and acknowledged.

- David Karpinski, Mayor's Office Intern
- Martinas Petraitis, Information Technology Intern
- Leen Karim, Information Technology Intern
- Dorn Martell, Development Services Intern

Director of Human Resources Regina Early introduced the Village's interns. (refer to audio)

President Dodge had comments. (refer to audio)

N/A

**This item was a presentation. NO ACTION was required.**

### 2025-0798 Advisory Board Appointments

President Dodge appointed the following individuals who will be sworn in at their first full respective advisory board meeting. The appointments listed below are the fifth in a series of appointments that will be made over upcoming meetings.

Senior Citizen Advisory Board

- Nancy Sorich
- Gilda Nelson
- DiAnne Bielinski
- Margaret Carroll
- Maryola Ward
- Lou Ann Kuzniewski
- Virginia Strasser
- Maura Weaver

AI & Information Technology Advisory Board

- Mike Yock

I move to consent the appointments by President Dodge as fully referenced below.

THIS PART IS FOR REFERENCE ONLY (NOT NECESSARY TO BE READ)

Senior Citizen Advisory Board

-Nancy Sorich  
-Gilda Nelson  
-DiAnne Bielinski  
-Margaret Carroll  
-Maryola Ward  
-Lou Ann Kuzniewski  
-Virginia Strasser  
-Maura Weaver

AI & Information Technology Advisory Board

-Mike Yock

**A motion was made by Trustee M. L. Leafblad, seconded by Trustee Lawrence, that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

## ACCOUNTS PAYABLE

### 2025-0801 Accounts Payable September 16, 2025, through October 6, 2025 - Approval

Trustee Lawrence made a statement prior to the motion being read. (refer to audio)

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 Accounts Payable September 16, 2025, through October 6, 2025, in the amount of \$7,727,705.64.

**A motion was made by Trustee Lawler, seconded by Trustee M. L. Leafblad, that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

## CONSENT AGENDA

### Passed the Consent Agenda

A motion was made by Trustee Milani, seconded by Trustee M. L. Leafblad, 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 Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

#### 2025-0783 Payroll for September 12, 2025 - Approval

I move to approve the Bi-Weekly Payroll for September 12, 2025, in the amount of \$1,786,081.87.

**This matter was APPROVED on the Consent Agenda.**

#### 2025-0784 Payroll for September 26, 2025 - Approval

I move to approve the Bi-Weekly Payroll for September 26, 2025, in the amount of \$1,805,881.16.

**This matter was APPROVED on the Consent Agenda.**

#### 2025-0750 Elevated Tank # 1 - Additional Design Engineering and Oversight Fees

On January 17, 2022, the Village Board approved Christopher B. Burke Engineering, Ltd (CBBEL), as the design and oversight engineer for the rehabilitation of Elevated Tanks #8 and #10. Era-Valdivia was awarded the contract for the rehabilitation project, and work began on Tank #10 in 2023. While Tank #8 was supposed to be completed that summer as well, Era-Valdivia was unable to fulfill the contract. Tank #8 was descope from Era-Valdivia's contract, and Public Works chose to combine Tank #8 with the project scope of Tank #1.

CBBEL subsequently provided a supplement for planning and design engineering for combining Tanks #8 and #1 as one project, which also included Tower Logo Modeling and Rendering Preparation, Photometric Calculations and Electrical Design for Lighting and Security Camera Design, and Chlorine Analyzer Installation Design. However, the supplement did not include additional fees for Construction Observation.

Jetco Ltd, who was awarded the contract for the rehabilitation of Elevated Tanks #8 and #1, began construction on Tank #8 in the early spring of 2024, and was completed that summer. Construction on Tank #1 began in the summer of 2024, with the expectation that it would only last a single construction season and be

completed by December of 2024. Unfortunately, a number of complications significantly impacted the construction timeline and ability for Jetco to complete the project on schedule. The primary issues are outlined below:

- Weather: Construction was delayed due to issues with the weather, both from rainfall and ambient temperatures below 55 degrees, which impacted the ability for coating systems to be applied.
- Lead Times: Material lead times for certain piping, valves, paint products, and steel materials for the new base bell ceiling impacted delivery and the contractor's installation.
- Cellular Antennae: Coordination with the cellular companies for the removal and reinstallation of their equipment caused delays to the contractor and their ability to complete the construction.
- Emergency Services: The removal and reinstallation of the Village's emergency services antennae for the Police and Fire Departments required significant time and coordination. Before starting any work, this project was required to wait for a separate Emergency Services Communications Contractor to remove their equipment and reinstall it at both towers. This work and coordination out of our control, was not included in our scope of work, and was all supposed to be completed prior to the contract work for Towers 1 and 8 beginning.

The added cost for additional oversight hours through the end of the project is \$28,607.94. After negotiating with Christopher Burke using the Village's master service agreement, Public Works staff feels this is a fair and reasonable amount for the extra oversight hours worked by Christopher Burke.

Public Works is requesting approval from the Village Board to approve the accounting from CBBEL in the amount of \$28,607.94 to cover the above-mentioned additional construction oversight fees. This is being done as a separate agreement for the additional completed work rather than a change order because the original agreement expired while final figures were being negotiated.

I move to authorize the approval and execution of a Service Agreement between the Village of Orland Park and Christopher B. Burke Engineering, Ltd. for supplemental oversight and engineering services for Elevated Tank #1 for a cost not to exceed \$28,607.94;

AND

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

**This matter was APPROVED on the Consent Agenda.**

**2025-0752 2025 Fall Tree Removal Project**

RFQ 21-007 "Tree Services 2021-2023" was issued by the Public Works Department on January 25, 2021, to establish a list of qualified contractors from which to solicit proposals for various Village tree-related projects, including tree installation, removal, trimming, stump removal, and emergency storm services. On March 1, 2021, six (6) tree contractors were approved by the Village Board, and master agreements were established with each company. All MSAs were renewed in 2023, and expire on December 31, 2025. New MSAs are currently being established with each company which will be valid until 2028.

On August 18, 2025, contractors were issued a "2025 Fall Tree Removal List". This list detailed the quantity, species, size (DBH), and location within Village parkways where trees are to be removed due to being too hazardous for Public Work staff to manage. The removal list was compiled by the Village Forester in collaboration with data from the Village's 2024 Tree Assessment and Inventory.

By the close of the proposal period on September 12, 2025, three (3) contractors had submitted proposals. A summary of the proposal prices is provided below:

Homer Tree Care: \$26,208.00

Smitty's Tree Service: \$36,900.00

Winker Tree and Lawn Care: \$49,800.00

The Davey Tree Expert Company: Opted to Not Submit a Proposal

Mid-America Tree and Landscape, Inc.: Opted to Not Submit a Proposal

Christy Webber Landscapes: Opted to Not Submit a Proposal

V3 Companies: Opted to Not Submit a Proposal

Based on proposal pricing, staff recommends accepting the proposal from Homer Tree Care for \$26,208.00 plus a 10% (\$2,620.80) contingency for a total project cost of \$28,828.80. Contingency is requested to address change orders made necessary by circumstances not reasonably foreseeable at the time of Board approval.

I move to waive the competitive bidding process in favor of solicitation of competitive proposals from prequalified contractors and approve and authorize the execution of a Contractor Agreement between the Village of Orland Park and Homer Tree Care as the lowest cost qualified responsive proposal for the 2025 Fall Tree Removal Project for a cost of \$26,208.00 plus a 10% contingency of \$2,620.80 for a total not-to-exceed cost of \$28,828.80;

AND

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

AND

Authorize the Village Manager to approve change orders related to the contract within the authorized amount.

**This matter was APPROVED on the Consent Agenda.**

**2025-0795 An Ordinance Authorizing the Acceptance of the Contract and By-Laws Document of the Intergovernmental Personnel Benefit Cooperative and Authorizing Membership in the IPBC By The Village Of Orland Park**

At the September 22, 2025 Special Board Meeting, the Village Board recommended to approve an ordinance that moves the employee insurance benefit program from a stand-alone plan to participate in the Intergovernmental Personnel Benefit Cooperative (IPBC), effective January 1, 2026. (See Legistar file 2025-0755)

The ordinance to accept the contract and by-laws document of the IPBC and authorize membership is now before the Board of Trustees for formal adoption.

I move to adopt Ordinance 6040, entitled: AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF THE CONTRACT AND BY-LAWS DOCUMENT OF THE INTERGOVERNMENTAL PERSONNEL BENEFIT COOPERATIVE AND AUTHORIZING MEMBERSHIP IN THE IPBC BY THE VILLAGE OF ORLAND PARK;

AND

Authorize the Village Manager or his designee, to execute all related documents subject to Village Attorney review.

**This matter was APPROVED on the Consent Agenda.**

**2025-0793 Intergovernmental Agreement (IGA) between School District 230 and The Village of Orland Park for the services of an Orland Park Police Department School Resource Officer (SRO) at Carl Sandburg High School-Recommended Updated Agreement.**

The Village of Orland Park has provided a School Resource Officer (SRO) to School District 230 (Carl Sandburg High School) since 2003. From time to time the Village and the District have entered into updated versions of the School Resource Officer Intergovernmental Agreement, most recently in 2023. In 2025, the Illinois State Legislature adopted SB 1519 which amended the School Code, specifically focusing on the practice of issuing municipal ordinance tickets as disciplinary measures on school property, and these revisions require each District that has a School Resource Officer to either create an agreement or update its existing agreement to comply with the provisions of the new law. The Village and District 230 have worked together on an updated agreement that complies with all updates to the School Code.

I move to approve the Intergovernmental Agreement between the Village of Orland Park and School District 230 for a School Resource Officer (SRO) at Carl Sandburg High School;

AND

Authorize the Village Manager, or his designee, to execute the agreement, subject to Village Attorney review.

**This matter was APPROVED on the Consent Agenda.**

**2025-0112 Estates at Ravinia Meadow - Subdivision**

Project: Estates at Ravinia Meadow - Subdivision

Case Numbers: 2025-0112 - Estates at Ravinia Meadow Subdivision

See Related Case Number 2024-0676 - Special Use Residential Planned Development - Estates at Ravinia Meadows

Petitioner: Fabian Fondriest, Pulte Home Company, LLC

Project Representative: Sosin, Arnold & Schoenbeck, Ltd.

Purpose: The Applicant is requesting approval to subdivide the Estates at Ravinia Meadow into 129 single family lots, 5 outlots, and a playground outlot.

Address: 16100 Ravinia Avenue, Orland Park

P.I.N.s: 27-21-200-010-0000 and 27-21-400-004-0000

**PLAT OF SUBDIVISION**

The Applicant seeks approval for a subdivision of 72.56-acre site of the Estates at Ravinia Meadow into 129 single family lots, 5 outlots (A, B, C, D, & E) and a lot (Outlot F) for a playground.

The single-family lots conforms to lot coverage, density, setback and lot size requirements of the R-3 Zoning district. The single-family lot sizes vary from 10,000 - 26,000 SFT.

Outlot A is located along Ravinia Avenue and will house a monument sign for the development, and a fence on the southern border. Outlot B is also located along Ravinia Avenue and will provide stormwater volume control for the northern portion of the site. Outlot C is an approximate 4-acre common open space in the middle of the development. Outlot D will contain stormwater management facility for the southern portion of the project area. Outlot E is an approximate 1-acre common space open area at the northern portion of the parcel. Outlot F will contain a playground that will be constructed by the petitioner and maintained by the Village

The on-site detention areas, along with the surrounding retaining walls to be maintained by the HOA. All the outlots (including the multi-use oaths, monument sign etc )with the exception of Outlot F (with the playground), shall be maintained by the HOA.

**PLAN COMMISSION DISCUSSION**

Present at the Plan Commission were 6 Commissioners, with 1 Commissioner joining via phone, the petitioner's representative, members of staff, and members of the public. The Plan Commission unanimously recommended approval with a vote of 7 ayes, and 0 nays.

This item is now before the Board for consideration.

Regarding Case Number 2025-0112, also known as Estates at Ravinia Meadow Subdivision, I move to approve the Preliminary Plat of Subdivision for Estates at Ravinia Meadow, sheets 1-5, prepared by CemCon Inc, last revised August 12, 2025, subject to the final copy of the plat being printed on mylar and submitted to the Village with all non-Village related signatures ready for recording at the Cook County Recorder of Deeds office.

AND

Authorize staff to execute and record the plat.

**This matter was APPROVED on the Consent Agenda.**

**2025-0753 Centennial Park Aquatic Center (CPAC) Utility Relocation Project**

In anticipation of Phase 2 of the Centennial Park Aquatic Center (CPAC) Modernization Project, which is scheduled to begin in the Fall of 2026, Public Works has coordinated with Nicor and ComEd to prepare the site for the utility work necessary for the completion of this project. The project's successful completion requires relocating existing electrical and natural gas infrastructure within the CPAC facility to accommodate new utility connections.

Public Works collaborated with Tria Architecture, the architectural and engineering firm for the CPAC Modernization Project, to develop a bid-ready plan set for this work. These plans are included as supporting documentation and a scope of work summary is provided below:

- Furnish and install new Com Ed transformer pad and ground rods
- Furnish and install (2) 4" stub conduits for primary feed and (4) 4" stub conduits for secondary feed
- Furnish and install approximately 80' of 2 1/2" epoxy coated steel underground line
- Disconnect and abandon existing service to concession stand
- Furnish and install approximately 110' of new 1 1/2" gas riser
- Provide approximately 140' of trenching
- Replace sidewalk after all underground work
- Provide landscape restoration at transformer pad and gas meters

F.H. Paschen, S.N. Nielsen & Associates LLC ("Paschen") was the general

contractor for Phase 1 of the CPAC Modernization Project, which was completed in the Spring of 2025. Paschen, who participates in the Omnia cooperative contracting process, was already intimately familiar with the facility's utility infrastructure, opted to submit a proposal for the abovementioned scope of work. Additionally, Dav-Com Electric, Inc. ("Dav-Com"), who also are familiar with CPAC's infrastructure and participate in joint purchasing cooperative Omnia Partners Contract #02-139, also submitted a proposal for this work. A summary of proposals for this project is provided below.

#### Proposal Summary

Dav-Com Electric, Inc.: \$135,680.00

Paschen: \$137,550.00

#### Cooperative Purchasing / Contracting Programs

The Village utilizes a variety of cooperative programs (e.g. Omnia, Sourcewell, HGACBuy, State of Illinois Joint Purchase Program) to obtain proposals for goods and services. While not always the chosen approach, cooperative purchasing simplifies the procurement and service process for public agencies by allowing them to purchase through existing contracts negotiated by other public agencies. In other words, cooperative purchasing contracts have already gone through a competitive solicitation, evaluation process and been awarded to a supplier. The benefits of cooperative purchasing for public agencies include reduced procurement costs, greater time efficiency and the ability to obtain value-add and higher-quality products and services at industry-leading pricing.

The proposal price provided by Dav-Com Electric, Inc., was the lower of the two (2) received for this project. Dav-Com's proposal was reviewed by Omnia Affiliated Compliance Management against industry standard pricing of RS Means. This quality assurance ensures that pricing is fair and reasonable compared to other competitors' pricing.

As such, based on proposal pricing and company qualifications, staff recommends approving the proposal from Dav-Com Electric, Inc., for \$135,680.00. A contingency is not requested for this project.

I move to approve participation in joint purchasing cooperative Omnia Partners pursuant to Contract #02-139 and authorize the approval and execution of a vendor contract with Dav-Com Electric, Inc. for the CPAC Utility Relocation Project, based on Dav-Com Electric, Inc.'s proposal #25-167-27 dated September 11, 2025 for a total not-to-exceed contract price of \$135,680.00;

AND

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

**This matter was APPROVED on the Consent Agenda.**

**2025-0751 A/E Services - Village Center Fire Main Improvement Project**

On January 23, 2023, the Public Works Department issued Invitation to Bid (ITB) 23-010 - Village Center Fire Main Improvement Project. The bid consisted of work associated with rerouting the existing Village Center fire main system to provide individual feeds from the water mains for each facility and abandoning the old water fire main and associated equipment. The Village received no responsive bids. Upon further investigation, Public Works and Valdes Architecture and Engineering ("Valdes"), the engineer of record for the project, learned that additional information would be needed to adequately complete this project.

Since that time, Public Works and Valdes have investigated multiple approaches to determine an optimal and cost-effective design solution. Ultimately, adding a new fire pump in the Franklin Loebe Center (FLC) to create a separate system for this building, and then abandoning the fire main pipe that runs under the Village Center pond was determined to be the best approach. Once complete, Village Hall and the Civic Center would be serviced by the existing fire pump located in the Civic Center, while FLC would be serviced by a new, separate fire pump.

Public Works now needs Valdes to make updates to the existing construction documents to reflect this new approach in order to put this project out to bid. The A/E proposal for this work involves NFPA fire code review, site survey, design documents (including a reconfiguration of the FLC mechanical room to accommodate a new fire pump), bid documents, bidding assistance, construction administration, and fire pump commissioning. Their costs include the sub work with fire suppression design. A building variance from the Village's Building Division will likely be required to ultimately complete this project, which has been previously discussed with the Development Services Department.

A summary of proposals is provided below:

Valdes Architecture and Engineering - \$83,200.00

Based on proposal pricing, staff recommends approving the proposal from Valdes Architecture and Engineering for \$83,200.00. A contingency is not requested for this project.

I move to approve the waiver of the competitive bid process in favor of a sole source agreement and authorize the approval and execution of a Professional Service Agreement between the Village of Orland Park and Valdes Architecture and Engineering for A/E Services - Village Center Fire Main Improvement Project for a cost not to exceed \$83,200.00;

AND

Authorize the Village Manager to execute all related contracts, subject to Village

Attorney review.

**This matter was APPROVED on the Consent Agenda.**

**2025-0780 Special Event Permit for Al's Auto Show at Opa! Modern Greek Cuisine (100 people)**

At the December 6, 2021, Board meeting, the Village Board approved an ordinance amending the Special Events Permit authorizing the Village Manager to approve events under 100 persons and requires Village Board approval for larger events. Special events held on Village grounds are processed through Recreation and Parks, while events held not on Village grounds are processed through Development Services.

Al Thompson has submitted a Special Event permit request to host an "old and new-school" family-friendly car show in the parking lot of Opa! Modern Greek Cuisine. There will be no food or alcohol at the event, unless attendees decided to go inside to Opa! restaurant, and a large speaker set up for music. The event will take place Sunday, October 26, 2025 from 12:00 p.m. to 5:00 p.m. An estimated 100 people are expected to attend

I move to approve permitting Al's Auto Show to host a carshow on October 26, 2025 contingent upon meeting all of the Village's permitting requirements, payment of fees, and inspections.

**This matter was APPROVED on the Consent Agenda.**

**2025-0785 Special Event Permit for Chick-fil-A's Fall Festival (100-200 people)**

At the December 6, 2021, Board meeting, the Village Board approved an ordinance amending the Special Events Permit authorizing the Village Manager to approve events under 100 persons and requires Village Board approval for larger events. Special events held on Village grounds are processed through Recreation and Parks, while events held not on Village grounds are processed through Development Services.

Chick-fil-A has submitted a Special Event permit request to host an outdoor fall festival with bounce houses and a petting zoo. The event will take place in their parking lot at 15605 S. LaGrange Road on October 14, 2025, from 5:00 p.m. to 7:00 p.m. An estimated 100 to 200 attendees are expected to attend the event.

I move to approve permitting for Chick-fil-A to host an outdoor fall festival event on October 14, 2025 contingent upon meeting all of the Village's permitting requirements, payment of fees, and inspections.

**This matter was APPROVED on the Consent Agenda.**

**2024-0676 Amendment to a Special Use Residential Planned Development - Estates at Ravinia Meadow**

Project: 2024-0676 - Estates at Ravinia Meadows

Petitioner: Fabian Fondriest, Pulte Home Company, LLC  
Project Representative: Sosin, Arnold & Schoenbeck, Ltd.  
Location: 16100 Ravinia Avenue, Orland Park  
P.I.N.s: 27-21-200-010-0000

Requested Actions: The petitioner seeks approval of an AMENDMENT to a Special Use Permit for a Planned Development with Modifications from the Land Development Code (LDC); and approval of Site Plan, Landscape Plan, Elevations, and Subdivision.

On Feb 3, 2025, the Board of Trustees had granted a Special Use Permit for Disturbance to a Nontidal Wetland. Please see attached Staff Report to the Plan Commission for the full scope of the project.

#### PLAN COMMISSION DISCUSSION

Present at the Plan Commission were 6 Commissioners, with 1 commissioner joining via phone, the petitioner's representative, members of staff, and one member of the public. The Commissioners discussed the project scope, and its impact on the surrounding properties.

The project representative and staff informed the Commissioners that Pulte was requesting an amendment to their Special Use Permit to reduce the number of lots from 132 to 129, in order to expand Outlot B to provide volume control for stormwater management for the northern portion of the property. This volume control was previously located on a Costco outlot. Since Pulte and Costco were unable to agree on specific terms of the agreement, Pulte eliminated 3 lots and is providing volume control on its own property, eliminating the need for an agreement with Costco.

Staff clarified that there are no other changes to the planned development.

Commissioner Nugent shared his opinion that the inability for Costco to reach an agreement with Pulte has resulted in the loss of three lots to Pulte and loss of property tax revenue to the Village.

Pulte representative noted that Pulte weighed their options and decided to move forward with the plan as presented.

#### PLAN COMMISSION MOTION

The Plan Commission voted and approved the following motion, with a vote of 7 ayes, and 0 nays:

Regarding Case Number 2024-0676, also known as Estates at Ravinia Meadows, I move to approve the Staff Recommended Action as presented in the Staff Report to the Plan Commission for this case.

Regarding Case Number 2024-0676, also known as Estates at Ravinia Meadows, I move to approve the Plan Commission Recommended Action for this

case;

AND

I move to adopt Ordinance 6041, entitled: ORDINANCE GRANTING AN AMENDMENT TO A SPECIAL USE PLANNED DEVELOPMENT PERMIT WITH MODIFICATIONS (ESTATES AT RAVINIA MEADOWS BY PULTE-16100 RAVINIA AVENUE)

**This matter was APPROVED on the Consent Agenda.**

**2025-0777 RFP #25-035 Sportsplex Custodial, Cleaning & Janitorial Services**

On August 14, 2025, RFP #25-035 Custodial, Cleaning and Janitorial Services was issued to solicit qualified firms to perform custodial services at the Village of Orland Park Sportsplex.

The Scope of Work (attached) outlined in RFP #25-035 (attached) includes performing custodial services within the entire Sportsplex during three shifts, year-round.

The Bid Compliance Summary sheet for RFP #25-035 includes details of the 16 proposals (attached) that were received.

After an initial review of proposals, staff interviewed Eco Clean Maintenance, Inc., the Spotless Technology Corp, and Total Building Services, Inc.

Eco Clean Maintenance did not demonstrate a full understanding of the needs and expectations of Sportsplex, nor seems to have the necessary staff to take on this facility. In checking references, staff discovered Eco Clean performs partial cleaning at similar facilities and does not perform cleaning on wood floors. In some cases, Eco Clean provides only third-shift coverage. This raises concerns as to whether this vendor can handle the volume of work required across all three shifts at Sportsplex. Past employers also cited issues with staff shortages and failures of the firm to perform background checks.

In the interview with the Spotless Technology Company, the firm shared cleaning protocols for wood floors at other facilities that are not the norm of how wood floors should be cleaned raising strong concerns. All but one reference has been non-responsive. The reference that did respond provided vague information causing concerns about Spotless Technology's reliability and ability to meet the demands and expectations of cleaning the Sportsplex.

Total Building Services (TBS), the current Sportsplex custodial contractor has demonstrated exceptional work over the course of the last three years. TBS has proven to be reliable and responsive in consistently meeting the high-quality standards and expectations of staff, members and facility users.

Awarding RFP #25-035 to Total Building Services ensures continuity and stability, both of which are crucial for maintaining high standards in a high-traffic environment at the Sportsplex. Total Building Services has also shown accountability through regular communication and timely follow-up on facility needs, which builds trust and confidence in their ability to maintain quality cleaning and services for years to come.

Staff seek Board approval to enter into a three-year service contract with Total Building Services to provide the services outlined above beginning December 1, 2025 and continuing through November 30, 2026, at a cost of \$141,036.00, from December 1, 2026 through November 30, 2027, at a cost of \$145,267.08, from December 1, 2027 through November 30, 2028, at a cost of \$149,625.00 for a three year total cost not to exceed \$435,928.08 with an option to extend for two (2) additional years, at an amount of \$154,113.72 for December 1, 2028 through November 30, 2029 and \$158,737.08 for December 1, 2029 through November 30, 2030.

I move to waive bid in favor of solicitation of competitive proposals and approve and authorize the execution of a Professional Services Agreement between the Village of Orland Park and Total Building Services as the selected responsive proposal for RFP #25-035 Sportsplex Custodial, Cleaning and Janitorial Services to provide contractual cleaning services at the Sportsplex beginning December 1, 2025 and through November 30 2026 at a cost of \$141,036.00; from December 1, 2026 through November 30, 2027 at a cost of \$145,267.08; and from December 1, 2027 through November 30, 2028 at a cost of \$149,625.00; for a three-year total cost not to exceed \$435,928.08 with an option to extend for two (2) additional years, at an amount of \$154,113.72 for December 1, 2028 through November 30, 2029 and \$158,737.08 for December 1, 2029 through November 30, 2030 for a total contract amount not to exceed \$748,778.88;

AND

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

**This matter was APPROVED on the Consent Agenda.**

**2025-0790 Mitatech AssureHire Background Check/Social Media Search/Criminal and MVR Monitoring Service**

Background screening is an essential part of the pre-employment process for all individuals offered employment with the Village of Orland Park. Currently, these screenings are performed through a tedious, manual process that includes a criminal search within the Illinois State Police (ILSP) database, fingerprinting, a sexual predator/child injury search, and education and employment verification. Although manually screening potential employees can be effective, additional screening initiatives have been proven to provide employers with enhanced clarity

during and after the hiring process.

For example, social media is widely used today, and running a search of publicly accessible social media platforms can offer an otherwise unknown glimpse into an individual's character, demeanor, and overall personality. Motor Vehicle Reporting (MVR) is essential for mitigating the Village's risk associated with employees who operate Village-owned vehicles, whether in a CDL or non-CDL capacity, while performing their duties. Post-hire criminal monitoring allows the Village to be informed of any arrests or incarcerations involving those entrusted to provide services and care within the community. Each of these additions will help the Village prevent unnecessary exposure, mitigate risk, and address downstream safety and compliance concerns, while also ensuring that intervention or adverse action can be taken in real time.

Another benefit of enlisting a background screening firm is the significant reduction in manual effort required by staff, allowing them to dedicate more time to higher-level priorities and day-to-day service needs. Human Resources staff regularly spend multiple hours per week, especially during peak recruitment periods, performing manual background screenings. On multiple occasions, the Police Investigations Division has also been enlisted to assist with certain professional positions that require more thorough, additional screening (e.g., credit checks, federal database searches, address searches).

AccuSource, Accurate, Mitrtech AssureHire, HireHonest, Sterling Check, and Verified First were all contacted and provided demonstrations of their ability to meet the Village's needs. After thoroughly vetting their resources, verification capabilities, accreditations, available packages, secure networks, mobile access, compliance with federal and state laws, references, and pricing, Mitrtech AssureHire stood out as a U.S.-based leader. Mitrtech AssureHire is utilized by hundreds of small and large businesses (1,000+ employees), including government entities, and completes most background checks within 72 hours of submission. The company provided three municipal references (in OH, FL, and CO) who expressed strong satisfaction with the services delivered over the past several years.

Mitrtech AssureHire's services include education verification, employment verification, credit checks (as needed), local/state/national criminal searches, sexual predator searches, Social Security number verification, seven-year address searches, social media searches with reporting, and post-hire monthly MVR and criminal monitoring.

I move to approve and authorize the execution of a Professional Services Agreement with Mitrtech AssureHire dated January 1, 2026 to provide pre-hire background checks, and post-hire Motor Vehicle Reporting and Criminal Monitoring services through calendar year 2026, and authorize and approve the creation of a line item under Personnel Procurement Services in the amount of

\$35,000.00 to cover all services provided within the agreement for calendar year 2026;

AND

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

**This matter was APPROVED on the Consent Agenda.**

## **DEVELOPMENT SERVICES**

### **2025-0619 Land Development Code Amendment - Special Uses for Restaurants within 300' of Residential Parcels**

Case Number: 2025-0619

Requested Actions: Village staff seeks approval of a text amendment to Sections 6-207, 209, 210, 211 and 212 of the Land Development Code to allow restaurants within 300' of a residential parcel to be permitted uses in the BIZ General Business District, OOH Old Orland Historic District, COR Mixed Use District, ORI Mixed Use District and VCD Village Center District, if certain criteria are met.

Please see attached Staff Report to the Plan Commission for full scope of proposal.

#### **PLAN COMMISSION DISCUSSION**

Present at the Plan Commission were 6 Commissioners, with 1 commissioner joining via phone, and members of staff. One member of the public attended the meeting. The Commissioners discussed the rationale for the amendment and compliance with Code.

Village staff stated that the goal of the amendment is as follows:

1. A new construction restaurant within 300' of a residential parcel will be a permitted use; however, it will require a Plan Commission recommendation and Board of Trustees approval of the Site Plan, Landscape Plan, and Building Elevations.
2. A new restaurant in an existing stand-alone building or existing shopping center and an expansion of an existing restaurant within 300' of a residential parcel will be a permitted use; therefore, no Plan Commission or Board of Trustees review will be required.
3. A new restaurant with outdoor seating and/or drive-through service will require a Plan Commission recommendation and Board of Trustees approval for a Special Use permit.

Village staff noted that the amendment would yield cost savings for residents and time savings for both residents and village staff.

Addressing a concern about a potential loss of public participation if restaurants

were deemed permitted uses and not special uses - staff noted that in the past 9 public meetings related to Special Use Permits for restaurants within 300' of a residential parcel, members of public attended only 1 meeting, and raised only one concern related to outdoor seating.

Additionally, staff noted that issues related to noise, odors, smoke, waste, parking etc. are already regulated under the Land Development Code Section 6-313 Pollution Control Standards, and Section 6-306 Off-Street Parking and Loading Requirements. These code sections offer regulatory control over potential violators.

The Commissioners commended staff's effort to make Orland Park friendly to businesses through a more streamlined approval process, thus allowing businesses to open their doors sooner.

#### PLAN COMMISSION MOTION

The Plan Commission voted and approved the following motion, with a vote of 7 ayes and 0 nays:

Regarding Case Number 2025-0619, I move to approve the text amendments prepared by Village Staff.

Regarding Case Number 2025-0619, I move to approve the Plan Commission Recommended Action for this case;

AND

I move to adopt Ordinance 6042, entitled: AN ORDINANCE AMENDING THE LAND DEVELOPMENT CODE OF THE VILLAGE OF ORLAND PARK, AS AMENDED, RELATIVE TO RESTAURANTS WITHIN 300 FEET OF RESIDENTIAL USE.

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

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

#### **2025-0746 Land Development Code Amendment - Allow Outdoor Fireplaces in all Zoning Districts**

Case Number: 2025-0746

Prepared: 9/17/2025

#### AMENDMENT SUMMARY

· Allow Outdoor Fireplaces in all zoning districts, which are currently prohibited in the BIZ General Business and VCD Village Center Zoning Districts.

- Update the Detached Accessory Structure table to reflect this change.

#### AMENDMENT EXPLANATION

Currently, outdoor fireplaces are not permitted in the BIZ or VCD Districts in the Land Development Code despite being located at many restaurant patios and residential common areas or courtyards.

This amendment would permit outdoor fireplaces as accessory structures in all zoning districts, subject to being located in the rear yard, except as otherwise permitted for restaurant patios. In addition to complying with location, setback, and safety standards, all outdoor fireplaces are still subject to the International Building Code and International Fire Code regulations, and as amended in the Village Code.

#### PLAN COMMISSION DISCUSSION

Present at the Plan Commission meeting were 6 Commissioners in person and 1 participating by phone, along with staff and one member of the public. Following the staff presentation, no public comments were made. The Commissioners expressed their support for simplifying the code to align with the Village's goals, noting that the Village encourages outdoor seating areas at restaurants and outdoor spaces. One question was raised regarding safety requirements, and staff clarified that all outdoor fireplaces remain subject to the International Building Code and International Fire Code, and as amended in the Village Code.

The Plan Commission unanimously recommended approval of the Staff Recommended Motion with 7 ayes and 0 nays. This item is now before the Board of Trustees for consideration.

#### PLAN COMMISSION RECOMMENDED ACTION

The Plan Commission recommends that the Board of Trustees approve the Land Development Code Amendment as presented in the Staff Report dated September 12, 2025.

Regarding Case Number 2025-0746, I move to approve the Plan Recommended Action as presented for this case;

AND

I move to adopt Ordinance 6043, entitled: AN ORDINANCE AMENDING SECTION 6-302 OF THE LAND DEVELOPMENT CODE OF THE VILLAGE OF ORLAND PARK, AS AMENDED, RELATIVE TO OUTDOOR FIREPLACES.

**A motion was made by Trustee M. L. Leafblad, seconded by Trustee Lawler, that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

### **2025-0782 Old German Methodist Cemetery Eagle Scout Project**

The Old German Methodist Cemetery at 15420 Harlem Avenue is zoned E-1 Estate Residential. Current Geographic Information System (GIS) records indicate the property is owned by the Village. It is believed that any ownership documentation exists in paper form, as the last burial in this cemetery was Louisa Burkhardt, the wife of the second mayor of Orland Park, in 1917. No PDF files exist for this property in digital Cook County property records. As of the writing of this report, a title search is being conducted to confirm ownership.

Since 2020, a Public Works contract has included mowing services for this property, which is adjacent to a Village water tower and wellhouse.

The renovations are being facilitated by Jimmy Sullivan, Orland Park Troop 318 Life Scout, for his Eagle Scout project. Activities to-date include headstone restorations and plant overgrowth removal. Planned activities include fence repairs, a gate installation, and signage installation.

The fence repairs, include the replacement of an estimated 9 rusted posts and 2 broken top rails, plus painting the east, west, and south fence sections (the north side is wooded). If funds allow, sections of fence mesh may be replaced. These activities have been determined to be maintenance; therefore, a fence permit is not required for these items.

The planned gate installation will be along the west property boundary. The gate will swing in towards the cemetery; therefore, an access easement with the neighboring property owner will not be required. The fence permit will be necessary to double-check the proposed plans and specifications prior to the purchase of gate materials and construction, and to facilitate the scheduling of an inspection for proper installation.

The planned sign installation of 2 "Old German Methodist Cemetery" signs and 2 "Illinois Cemetery Protection Act" signs are exempt from permit requirements, as current property records indicate this property is owned, used, leased, or controlled by the Village (Section 6-307.B). If property ownership is deemed to be a non-Village entity, the signs will need to be dual-post signs (Sections 6-307.E.1.b.3., Section 6-307.F.1.b.9., and Sign District #1 - Residential Zoning Districts).

This Eagle Scout project will improve the safety and security of the property by securing the enclosed area (fence repairs and a new gate) and providing

identification signage.

Mr. Sullivan presented his Eagle Scout project. (refer to audio)

Trustees Leafblad, Lawler, Healy and Katsenes had comments. (refer to audio)

Mr. Sullivan had comments. (refer to audio)

Trustee Katsenes had additional comments and questions. (refer to audio)

Mr. Sullivan responded to Trustee Katsenes. (refer to audio)

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

Mr. Sullivan responded to Trustee Milani. (refer to audio)

President Dodge had a question. (refer to audio)

Village Manager Koczwara responded to President Dodge. (refer to audio)

I move to approve Jimmy Sullivan's Old German Cemetery Eagle Scout project as proposed and to waive any permit fees.

### **APPROVED**

#### **2025-0787 Resolution - Land Use Moratorium**

The Development Services Department is about to begin a full review of its Comprehensive Plan, last adopted in 2013, which as outlined in the Land Development Code, is "an official statement of the policy of the Village with respect to the existing and developing character of various areas of the Village; the proper objectives, standards, and directions for future maintenance, growth and development of the Village; and the actions and programs to be undertaken by the Village with respect to its future maintenance and development."

The Village's has identified an updated Comprehensive Plan as a key part of the Village's next steps in updating its development goals and defining the Village's future to ensure a continued vibrancy and diversity in the Village's character of strong social, community, and fiscal health.

This review will include updating each of the existing chapters including demographics, integrating more recent studies into the documents such as the parks plan and future utility needs, removing projects that have already been completed like infrastructure improvements, reviewing the goals and objectives of each of the planning areas, and recommending changes to the Land Development Code, which guides the implementation of Plan.

Similar to the temporary moratorium that the Village placed on rental housing licenses in 2024, Staff is recommending a period of analysis of regulations connected to certain land uses and business licensing that advance the goals of identifying development objectives that prevent the overdevelopment of certain specific types of businesses, to protect the viability of the current businesses present in the Village, and to reduce the potential for unstable commercial turnover. As the nature of business changes over time, certain uses may reduce business diversity, overtax parking and access, limit redevelopment options, and are less likely to spur facility and site improvements.

Staff is recommending a temporary moratorium on the acceptance, approval, and issuance of new business licenses, and the acceptance, approval, and issuance of zoning relief, for the following uses as defined herein for the purposes of this Ordinance. The moratorium will apply only to new applications; issuance of business licenses and/or zoning relief to existing licensed businesses will not be affected and the moratorium will only apply to applications completed and filed after the passage of this Resolution, exempting any businesses with complete applications prior to the effective date:

1. Repossession Lot-A facility where repossessed motor vehicles or other personal property are stored, processed, and/or sold, whether wholesale or retail.
2. Scrap or Junk Yard-A facility where used, discarded, salvaged, or scrap materials are collected, stored, dismantled, processed, or resold.
3. Retail Mattress Businesses-A business primarily engaged in the retail sale of mattresses, bedframes, and/or other items accessory to the sale of mattresses.
4. Pawn Shops, Secondhand Stores, or Flea Markets-A business primarily engaged in the buying, selling, or pawning of used goods or merchandise, including goods sold or traded in a temporary or permanent market setting, but excluding non-profit resale stores and antique stores.
5. Unlicensed Day Labor Center-A facility not licensed by the State of Illinois that functions as a location for the hiring of individuals for short term or casual labor.
6. Temporary Employment or Placement Agency-A business primarily engaged in the placement of individuals in temporary employment positions with third-party employers.
7. Coffee and/or Tea Shop-A business primarily engaged in the preparation and sale of coffee, tea, or similar beverages, and/or retail goods or light café items accessory to the preparation and sale of coffee, tea or similar beverages.
8. Breakfast Restaurant-A business primarily engaged in the preparation and sale of breakfast items for on-premises consumption.
9. Alternative Financial Services-A business that offers financial services such as currency exchange, check cashing, money transfers, or short-term high interest lending, other than a bank, savings and loan association, or credit union regulated and insured by the United States or the State of Illinois.
10. Grocery Stores which fall into the use category of commercial retail establishments not exceeding 50,000 square feet of floor area-A business

primarily engaged in the sale of food, beverages, and household products for off-premises consumption.

11. Standalone convenience store (excluding accessory usage)-A business of less than 5,000 square feet of total floor area primarily engaged in the sale of food, beverages, tobacco products, and household items, that is not a part of a larger retail grocery store or a gasoline service station.

12. Jewelry Store-A business primarily engaged in the retail sale, repair or manufacture of jewelry, watches, precious metals, or gemstones.

13. Personal grooming establishment-A business primarily engaged in hair care, nail care, skin care, or other personal grooming services.

14. Lodging Establishment-A business providing temporary accommodations for a fee, including hotels, motor inns, extended-stay facilities, bed and breakfasts, and similar establishments.

Following the review of these uses, Staff will recommend changes, if necessary.

I move to adopt Resolution 2562, entitled: A RESOLUTION IMPOSING A NINE-MONTH TEMPORARY MORATORIUM ON THE ACCEPTANCE AND APPROVAL OF CERTAIN BUSINESS LICENSES, DEVELOPMENT, AND ZONING APPLICATIONS IN THE VILLAGE OF ORLAND PARK, ILLINOIS.

**A motion was made by Trustee Lawler, seconded by Trustee M. L. Leafblad, that this matter be PASSED. The motion carried by the following vote:**

**Aye:** 5 - Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 2 - Trustee Healy, and Trustee Nelson Katsenes

## ENGINEERING

### **2025-0762 17101, 17151, and 17171 S. Wolf Road Development, Design Engineering Services, Contract Award Recommendation**

The Village is planning the conversion of three parcels (17101, 17151, and 17171 S. Wolf Road) totaling approximately 11.5 acres into a green usable space. In recent years, staff have observed frequent flooding along Wolf Road between 167th Street and 175th Street. These parcels are located in FEMA-designated floodplain, floodway, and wetland areas, which present challenges for traditional development.

To advance this project, existing site features such as asphalt paving and buildings would be removed. The completed project is intended to function as a green vegetated area, natural wetland, and/or stormwater basin to enhance the performance of the local drainage system and reestablish native landscaping. This initiative would help address local flooding concerns and improve the flow of Marley Creek located east of the project site.

The scope of work includes engineering design, surveying, utility coordination, environmental testing, wetland services, bidding assistance, governmental permitting, as-built drawings, and other professional services as necessary.

On August 12, 2025, staff contacted prequalified consultants and requested proposals for design engineering services to develop solutions to the Wolf Road properties. The following five (5) proposals were received:

1. Baxter & Woodman, Inc. - \$121,900
2. Christopher B. Burke Engineering, Ltd. - \$50,000.00 (Only includes feasibility study)
3. Engineering Resource Associates, Inc. - \$195,324.00
4. V3 Companies, Ltd. - \$119,980.00
5. EXP U.S. Services, Inc. - \$189,600.00

Staff evaluated the RFP responses based on price, qualifications, and design services relevant to the project. Based on the overall value offered to the Village, staff is recommending that V3 Companies, Ltd. be approved as the engineering consultant for 17101, 17151, and 17171 S. Wolf Road Development, Design Engineering Services for a total not-to-exceed professional fee of \$119,980.00. V3 Companies provided proposals detailing (4) possible concepts to choose from.

Trustee Katsenes had questions. (refer to audio)

Village Manager George Koczwara and Director of Engineering Khurshid Hoda responded to Trustee Katsenes. (refer to audio)

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

Village Manager Koczwara responded to Trustee Milani. (refer to audio)

I move to approve and authorize the execution of a Professional Services Agreement between the Village of Orland Park and V3 Companies, Ltd. of Woodridge, IL for 17101, 17151, and 17171 S. Wolf Road Development, Design Engineering Services for a total not-to-exceed amount of \$119,980.00;

AND

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

**A motion was made by Trustee Lawrence, seconded by Trustee M. L. Leafblad, that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

## FINANCE

### 2025-0641 Municipal Advisory Services Agreement

In 2020, the Village solicited proposals for Municipal Advisory Services, and selected PMA Securities, LLC. An agreement was signed with an expiration date of November 2, 2023, and included the Village's option to extend the agreement for three (3) additional years. Pleased with PMA's performance, staff exercised this option, extending the contract.

PMA Securities has a highly qualified team that has advised the Village on issuing new debt, refunding existing debt, and developing a long-term financing plan.

On July 21, 2025, Bob Lewis and Andrew Kim from PMA Securities provided an overview of the Village's debt portfolio and previewed the upcoming 2025 G.O. Bonds to be issued for capital projects. As part of the Village's approved five-year financial plan, annual debt issuances were anticipated; however, the 2024 bond issuance was postponed and will now be combined with the 2025 issuance. The PMA presentation marked the official start of the new debt issuance process, which will fund portions of the capital program for both planned 2024 and 2025 fiscal years. This agreement applies to future bond issuances planned for 2026 and beyond, as well within the term of this contract.

Under the agreement, the Village only pays for services when bonds are issued. For each bond series, a separate engagement letter is required. The Village retains the right to terminate the contract with thirty (30) days' written notice.

President Dodge had a question. (refer to audio)

Village Manager George Koczwara responded to President Dodge. (refer to audio)

I move to authorize the approval and execution of a vendor contract with PMA Securities, LLC for Municipal Advisory Services for three (3) years through November 30, 2028, with the option to renew for three (3) additional years upon mutual agreement between the Village of Orland Park and PMA;

AND

Authorize the Village Manager to execute all necessary contract documents, subject to Village Attorney review,

AND

Authorize the Village Manager to execute engagement letters for bond series that may be issued from time to time under this agreement.

**A motion was made by Trustee Lawler, seconded by Trustee M. L. Leafblad, that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

**2025-0804 Consideration and action on an ordinance providing for the issuance of not to exceed \$42,000,000 General Obligation Bonds, Series 2025, to finance various capital improvements in and for the Village, providing for the levy of taxes to pay said bonds, and authorizing the sale of said bonds to the purchaser thereof**

A parameters ordinance allows the Village Board to adopt an ordinance authorizing the sale of bonds at a future date, as long as certain parameters are met. These would include maximum par amount, interest rate, maturity date, etc. The ordinance also designates certain elected and appointed officials to complete the sale on behalf of the Village Board if the terms of the ordinance are met. A parameters ordinance allows more flexibility in setting a sale date for the bonds.

Parameters for the General Obligation Bonds, Series 2023

Maximum issue size: \$42,000,000

Purpose: 2025 capital improvements relating to capital improvements within the Village, including water and sewer infrastructure improvements, street maintenance projects and facility renovations

Maximum maturity date: December 1, 2050

Authorization to sell Bonds expires: December 1, 2025

Maximum interest rate: 5.50% for tax-exempt bonds and 7.00% for taxable bonds

Optional call dates: Allowed, will be set forth in Notification of Sale, but not later than 10 ½ years from the date of issuance (2036). May call portions of maturities in increments of \$5,000.

Designated Officers: Village President and one of the Village Manager or Finance Director, or any other officer or employee of the Village so designated by a written instrument signed by the President or the Finance Director.

Method of Sale: Competitive Sale.

Bond Sale Timetable

September 22, 2025: List Sale in Bond Buyer

October 7, 2025: Post Sale on Parity

October 7, 2025: Distribute Notification of Sale and Preliminary Official Statement

October 14, 2025: Sale

November 4, 2025: Closing. Bond Proceeds received

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

Village Manager Koczwara responded to Trustee Katsenes. (refer to audio)

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

Village Manager Koczwara responded to Trustee Healy. (refer to audio)

President Dodge asked a question. (refer to audio)

Village Manager Koczwara responded to President Dodge. (refer to audio)

Trustee Healy and President Dodge had questions. (refer to audio)

Village Manager Koczwara and Finance Director Chris Frankenfield responded to their questions. (refer to audio)

President Dodge had comments. (refer to audio)

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

Village Manager Koczwara responded to Trustee Leafblad. (refer to audio)

Trustee Lawler had questions. (refer to audio)

Village Manager Koczwara responded to Trustee Lawler. (refer to audio)

President Dodge had comments. (refer to audio)

I move to adopt Ordinance 6044, entitled: AN ORDINANCE PROVIDING FOR THE ISSUANCE OF NOT TO EXCEED \$42,000,000 GENERAL OBLIGATION BONDS, SERIES 2025, OF THE VILLAGE OF ORLAND PARK, COOK AND WILL COUNTIES, ILLINOIS, FOR THE PURPOSE OF FINANCING CERTAIN CAPITAL IMPROVEMENTS, PROVIDING FOR THE LEVY AND COLLECTION OF A DIRECT ANNUAL TAX SUFFICIENT FOR THE PAYMENT OF THE PRINCIPAL OF AND INTEREST ON SAID BONDS AND PROVIDING FOR THE SALE OF SAID BONDS TO THE PURCHASER THEREOF.

**A motion was made by Trustee Lawrence, seconded by Trustee M. L. Leafblad, that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

**2025-0789 Ordinance Amending Title 1 (Administration) Chapter 16 (Procurement) Sections 1-16-3, 1-16-17, and 1-16-18 (Regarding Authorization and Methods for Procurements)**

The Village's current Ethics Ordinance provides standards to prevent conflicts of interest and ensure transparency in Village operations. To strengthen transparency and accountability, staff recommend amending the procurement code in Title I, Chapter 16 to specifically require disclosure of business relationships between vendors and Village officials, including elected officials, the Village Manager, and Department Directors ("Officials"). While the ordinance includes provisions addressing vendor conflicts and official conduct, current regulations do not explicitly require the disclosure of business relationships between vendors and Village officials as part of the procurement process.

To further strengthen accountability, ensure public confidence, and mitigate both actual and perceived conflicts of interest, a code amendment ordinance has been prepared for both the vendor and the Official. The amendments establish clear definitions of "business relationship," "appearance of impropriety," and related terms, and creates a uniform disclosure process. A business relationship does not include a political contribution, otherwise duly reported as required by law.

For vendors, it requires disclosure when a vendor:

- has a business relationship with any current Village of Orland Park Official or reasonably expect such a relationship in the following twelve months that entitled the Official to compensation, economic opportunity, or payment in excess of \$7,500 annually.
- had a business relationship with any past Village of Orland Park Official in the preceding ten (10) years that entitled the past Official to compensation, economic opportunity, or payment in excess of \$7,500 annually.

For Officials, it requires disclosure when an Official:

- has or had any business relationship with a vendor within the preceding ten years or reasonably expects such a relationship in the following twelve months where such relationship entitled the Official to compensation, economic opportunity, or payment in excess of \$7,500 annually.

The amendment adds two new sections, §1-16-17 Vendor Disclosures of Business Relationships and §1-16-18 Official's Disclosures of Business Relationships, which create a dual disclosure process.

Disclosures will be reviewed by the Village's Procurement Officer for sufficiency

and forwarded to the Village Board for review. The Board may post such disclosures publicly in a searchable format to ensure transparency.

Vendors and Officials who fail to disclose will have time to cure the defect but if not corrected or disclosed, or submit incomplete or misleading disclosures, may face fines, disqualification, suspension, or termination of contracts/appointments, as applicable. Both vendors and Officials may appeal penalties through a written process to the Village Clerk.

The purpose and benefits of this amendment serves to:

- Promote full transparency in Village procurement and decision-making.
- Provide safeguards against both actual and perceived conflicts of interest.
- Enhance public trust by requiring disclosure from both sides of the vendor-official relationships.
- Establish clear consequences for noncompliance to protect the integrity of Village operations.

I move to adopt Ordinance 6045, entitled: ORDINANCE AMENDING TITLE 1 (ADMINISTRATION) CHAPTER 16 (PROCUREMENT) SECTIONS 1-16-3, 1-16-17, AND 1-16-18 REGARDING AUTHORIZATION AND METHODS FOR PROCUREMENTS).

**A motion was made by Trustee M. L. Leafblad, seconded by Trustee Lawler, that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

## **VILLAGE MANAGER**

### **2025-0805 Kenneth Kovac vs. Village of Orland Park, et al., Settlement Agreement and General Release**

The parties involved in the Kenneth Kovac vs. Village of Orland Park, et al. claim have reached a settlement. The terms of the settlement are specifically set forth in the Settlement Agreement and General Release and include monetary payment to the claimant. Should the Settlement Agreement and General Release be approved by the Village Board, it will put an end to this litigation.

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

President Dodge had comments. (refer to audio)

I move to approve the Settlement Agreement and General Release between the Village of Orland Park and Kenneth Kovac;

AND

Authorize the Village Manager to execute the Settlement Agreement and General Release subject to Village Attorney review.

**A motion was made by Trustee Lawler, seconded by Trustee M. L. Leafblad, that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

## **BOARD COMMENTS**

Trustees Healy, Lawrence, Lawler, Katsenes, Milani, Leafblad and President Dodge had Board comments. (refer to audio)

## **EXECUTIVE SESSION**

I move to recess to a Closed Executive Session for the purpose of discussion of a) discussion of the minutes of closed meetings; b) collective negotiating matters between the village and its employees, or their representatives, or deliberations concerning salary schedules for one or more classes of employees; c) the purchase or lease of real property for the use of the village; d) 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 M. L. Leafblad, seconded by Trustee Milani, that this matter be RECESS. The motion carried by the following vote:**

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

## **RECONVENE BOARD MEETING**

The roll was called to reconvene the Regular Meeting and Trustees Healy, Katsenes, Milani, Lawrence, Lawler, Leafblad and President Dodge were present.

Purpose of the Executive Session was for the discussion of a) discussion of the minutes of closed meetings; b) collective negotiating matters between the village and its employees, or their representatives, or deliberations concerning salary schedules for one or more classes of employees; c) the purchase or lease of real property for the use of the village; d) 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 Lawrence, Trustee Lawler, Trustee M. L. Leafblad and Village President Dodge Jr.

**ADJOURNMENT: 10:46 P.M.**

**A motion was made by Trustee Lawler, seconded by Trustee M. L. Leafblad, that this matter be ADJOURNED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Lawrence, Trustee Lawler, Trustee M. L. Leafblad, and Village President Dodge Jr.

**Nay:** 0

**2025-0847 Audio Recording for October 6, 2025, Board of Trustees Meeting**

**NO ACTION**

**/AS**

**APPROVED:**

Respectfully Submitted,

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**Mary Ryan Norwell, Village Clerk**

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**Alexandra Snodsmith, Deputy Clerk**