

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, October 3, 2011

6:00 PM

Village Hall

Parks and Recreation Committee

*Chairman Patricia A. Gira
Trustees Brad S. O'Halloran and James V. Dodge
Village Clerk David P. Maher*

CALL TO ORDER/ROLL CALL

In the absence of Village Clerk David P. Maher, Deputy Clerk Joseph S. La Margo was present.

The meeting was called to order at 6:08 PM.

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

APPROVAL OF MINUTES**2011-0627 Approval of the September 6, 2011 Parks and Recreation Minutes**

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of September 6, 2011.

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**2011-0621 Custodial Services RFP Results**

Assistant Village Manager Ellen Baer reported that an RFP was issued for Custodial Services in village-owned facilities on September 1, 2011 and proposals were opened on September 21, 2011.

Perfect Cleaning Service, Inc. submitted the lowest cost proposal. References were contacted and the company was given outstanding reviews by all. This company provided Schaumburg Park District as a reference. Schaumburg PD's facility functions are very comparable to the Village of Orland Park facilities.

The reduced rate for services would yield a savings of approximately \$35,000.00/year to the Village over our current purveyor. This is a three-year agreement and prices are required to remain constant for the entire contract.

I move to recommend to the Village Board to approve Perfect Cleaning Service, Inc. for Custodial Services throughout the Village facilities

And

Authorize the Village Manager execute the contract.

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

2011-0618 Controlled Burn Quote Award

in 2010 and they can not perform the burn for 2011. Pizzo has performed this service satisfactorily in previous years and can get the job completed in 2011. They have applied for permits. They are also under contract to manage the controlled burn of the new Police Station natural area this year.

Chairman Gira questioned if JFNew's insurance issues of two years ago had been solved.

Assistant Village Manager Baer stated that the issues have been resolved. JFNew will not be able to do the burn for the village. JFNew has had some issues while doing the burn across from the public works department and JFNew's insurance company is no longer allowing JFNew's to do burns.

Trustee O'Halloran would like to see a price comparison from JFNew's to that of Pizzo & Associates before the next Board meeting.

Chairman Gira clarified that Pizzo & Associates would be completing the 2011 burn and for 2012 and 2013 the village can go out for bid.

I move to recommend to the Village Board to approve accepting the quote from Pizzo & Associates, Ltd at a cost of \$6,350.00.

And

Authorize the Village Manager to execute the contract

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

2011-0612 Movable Soccer Goal Safety Act, now commonly known as "Zach's Law"

Assistant Village Manager Baer reported that movable soccer goals have been found to pose a threat to the safety of children and adults from the dangers of unanchored or improperly anchored goals tipping over. On August 2, 2011, Governor Quinn signed into law the Movable Soccer Goal Safety Act, now

commonly known as “Zach's Law”, which is aimed to eliminate the threat of injury from movable goals. Zachary Tran of Vernon Hills died in 2003 when a goalpost fell on him during a soccer practice.

Zach’s Law, which became effective immediately upon its passage, requires any organization, including local governments that own and control a movable soccer goal, to create a soccer goal safety and education policy that outlines how the organization will specifically address the safety issues associated with movable soccer goals. The policy, which we are required to adopt at this time, should educate the community on the dangers of movable soccer goals, prohibit anyone from playing, climbing, or hanging on any part of the soccer goal (this especially applies to children climbing on or hanging from nets or goal frames), address how the goals are to be installed to prevent tipping and how they are to be stored when not in use.

A policy from the Village Attorney was provided that outlines the compliance to this new law. Signs will be ordered to attach to the two sets of movable soccer goals at a cost of \$121 and a set of 4 anchors have been ordered at a cost of \$369.72. The Recreation Department will supply educational literature to the appropriate athletic organizations that use village fields.

Trustee Dodge questioned what the liability is.

Village Manager Paul Grimes stated that the Tort Immunity Act would be in place and the village is well protected with the act. The requirement by the state is that the village adopts a policy on how the village will administer and provide safety precautions. If the village doesn’t adopt a policy the village could be placed at risk.

I move to recommend to the Village Board to approve accepting into policy the Movable Soccer Goal Safety Act, commonly known as “Zach's Law.”

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

2011-0620 Fitness Center & Track Age Recommendations

Recreation Division Director Nancy Flores reported on the following:

Survey Background

Sportsplex members and residents have requested staff to investigate changing two policies that are currently in place which administer age requirements for the walking track and fitness center.

Current Track Center Rules: Open to members and residents, ages 8-13 years accompanied by a parent during the following times. Monday - Friday 3 p.m. - 5 p.m. and Saturday - Sunday: 1 p.m. - 3 p.m. All additional times, use is limited to members and residents 14 years and up.

Current Fitness Center Rules: Fitness Center age requirement is 14 years and up. Sportsplex offers fitness opportunities for those under the age of 14 years on the second floor Fitness Center, under the supervision and direction of a personal trainer. Some examples of these classes are as follows: Youth Personal Training offered to kids 8-13 years old, Kids Fitness & More offered to kids 4-6 years old, Fitness Camp offered to kids 7-13 years old, and Kids Incorporated offered to kids 7-13 years old.

Staff created a survey for active members and track users to voice their opinions. The survey was located on site at the check in area on the second floor and in the registration office at the Sportsplex. This survey was offered to members and residents for two months. Staff also sent the survey through a Constant Contact email on 4/28/11 to the Sportsplex database which consists of 759 emails. Through the survey staff captured input from 214 current Sportsplex users. In addition, staff surveyed local fitness facilities including LifeTime Fitness, Cardinal Fitness, Palos Health and Fitness, LA Fitness & Riviera Sports Club to better understand the practices in facilities with which we compete for members.

Based on the results, staff is recommending the following change to the age requirement to utilize the Sportsplex fitness center and track:

- Permit members and residents, 8-13 years of age to utilize the track any time with adult supervision.
- Permit members and residents, 12-13 years of age to utilize the fitness center and participate in group exercise classes.

In both areas, a parent must accompany the youth member or resident at all times. In addition, mandatory orientation is required with a Sportsplex personal trainer to review proper and safe usage of equipment as well as an understanding of the appropriate personal behavior that is required in the facility.

Chairman Gira stated that the key words are adult supervision.

Trustee O'Halloran questioned the starting age of 12 for the fitness center.

Director Flores stated that with obesity on the rise, there is a demand from parents who are looking for venues that provide programs to get and or keep their children fit and 12 is the standard beginning age.

Chairman Gira questioned what the starting age was for the five fitness centers

mentioned.

Director Flores stated that Life Time, Cardinal and Palos Health and fitness all start at the age of 12. Riviera and La Fitness start at the age of 13.

Trustee Dodge stated that he would like for staff to report back after the turn of the holidays with the results of a follow-up survey to the age recommendations.

I move to recommend to the Village Board to approve residents and members 8-13 years of age permission to utilize the track as outlined in the staff recommendation.

And

I move to recommend to the Village Board to approve members 12-13 years of age to utilize the fitness center with restrictions as outlined.

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

2011-0633 Preliminary Approval of Special Events for FY 2012

Media & Special Event Coordinator Patty Vlazny reported that the Chilly Willie Chili Challenge has traditionally taken place in January and the Chefs' Auction event has been held each year in February. Because of the timing, reservations and arrangements need to be made to produce the events during this fiscal year. For Chilly Willie, the forms for sanctioning the event are due in at this time. Hosting Chilly Willie as a sanctioned event draws chili cooks from all over the country which makes for a more interesting fare. For the Chef's Auction, reservations and invitations need to be finalized in the fall for the winter event. Marketing for both events will begin in November.

Staff is seeking preliminary approval of Chilly Willie Chili Challenge and the Chef's Auction to be included in the FY 2012 budget. These events were included in the FY 2011 budget.

- In FY 2011, the Chilly Willie Chili Challenge revenue was \$3,496.00 and expenses were \$2,999.07. Profits from this event went to Orland Park Open Lands.

- In FY 2011, the Chefs' Auction revenue was \$9,942.00 and expenses were \$2,568.02. Proceeds after expenses of \$7,373.98 were donated to the American Cancer Society for Breast Cancer Research, in addition to \$10,700.00 raised at the live auction.

Trustee Dodge questioned how the events will be marketed.

Media & Special Event Coordinator Vlazny stated that flyers will be distributed, mailings for sponsors as well as posting the events on the website and the cable TV channel. The chilly association also puts it in their newspaper and on their website.

I move to recommend to the Village Board to allow staff to begin preparations for the 2012 Chilly Willie Chili Challenge and the 2012 Chefs' Auction for Breast Cancer Research.

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

2011-0635 Village of Orland Park Golf Outing

Media & Special Event Coordinator Vlazny reported that the annual Village of Orland Park Golf Outing to benefit Open Lands of Orland Park and Art in the Park was held on Tuesday, September 20, 2011 at Silver Lake Country Club.

Course rental fees of \$6,700.00 were Board approved on March 21, 2011. The final bill for food and refreshments is \$7,333.88.

I move to recommend to the Village Board to approve the final bill for food and refreshments of \$7,333.88 and to approve payment to Silver Lake Country Club in the amount of \$14,033.88 for the full amount due for the annual village golf outing.

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

2011-0210 Art in the Park Program

Assistant Village Manager Baer reported that in May, the Village Board approved a motion made for staff to prepare a lease agreement with Plamen Yordanov for his sculpture, "Double Mobius Strip" which is currently on display at 144th/Ravinia Avenue. Staff attempted to reach Mr. Yordanov with no response until Mr. Yordanov sent an email to staff on August 11, 2011.

At that time, Mr. Yordanov indicated that he would be willing to renew the lease for his sculpture, "Double Mobius Strip" for a three year term at the rate of \$2,500.00.

Other provisions set forth in the agreement will remain in keeping with the prior agreement. Mr. Yordanov also offered to reduce the purchase price for this sculpture to \$25,000.00 should the village wish to consider purchasing it. If the village purchases the sculpture all prior lease payments would be credited against the purchase price.

I move recommend to the Village Board to approve continuing to lease the art sculptures "Double Mobius Strip" for a three year agreement with Mr. Plamen Yordanov at \$2,500.00.

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

2011-0639 Holiday Pole Decorations and Banners

Media & Special Event Coordinator Vlazny reported that Folgers Flag & Decorating, Inc. has been providing holiday street pole banners and unlit pole decorations on rental basis. They provide 144 unlit pole decorations (Toy Soldiers and Fantasy trees with pole trim garland) and 30 holiday banners, installation, and removal. The decorations are installed in Old Orland, 159th Street, 151st Street, 94th Avenue, and Ravinia Avenue.

The 30 banners currently used are installed on the north side of 159th Street. New banners (30x60) would cost approximately \$75 and up per banner.

All of the poles on 94th Avenue now have electricity to provide for LED lighted pole decorations. All poles that are being replaced in the Village will have electricity for lit displays. New LED displays would cost approximately \$300 and up per pole display, plus brackets and installation.

Folgers Flag offers two plans for decorations. One is a three-year lease which includes product, installation, storage, maintenance, and takedown. They also offer new products for purchase and would charge an hourly rate of about \$220 per hour for installation and takedown. There would also be a separate fee for maintenance and storage. Folgers' three year lease is a more economically priced package than purchasing and contracting for services.

Staff contacted two other companies for prices. These companies require purchase of banners and decorations. One company, Display Sales, does not provide installation, storage, maintenance, setup and takedown. Downtown Decorations could provide those services, but felt that it was too late to do it this year.

Trustee O'Halloran stated that several business have contact him and were wondering why there were no decorations.

Assistant Village Manager Baer stated that there are some areas that the village normally puts decorations but due to construction the village couldn't put up. Staff will meet to be certain that all holiday decorations are up at the proper locations.

I move to recommend to the Village Board to approve the one year lease contract from Folgers Flag & Decorating Company for holiday pole decorations for the 2011 holiday season at a cost not to exceed \$9,024.00,

And

To research new holiday display options for the 2012 holiday season.

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

2011-0640 2011 Holiday Decorations

Media & Special Event Coordinator Vlazny reported that Bright Ideas has provided the installation, maintenance, takedown and storage of all village-owned holiday displays at the Village Hall, along Ravinia Avenue, and at Centennial Park since 2001. In addition, Bright Ideas provides the animated lights and music on the trees along Fun Drive at no cost to the village. In 2009, Bright Ideas replaced all of the lighted snowflakes along LaGrange Road at no cost to the village. Bright Ideas staff members are on-site for the Mayor's Annual Tree Lighting to work with Village staff to make sure all displays are turned on and in working order. All of the decorations are stored at Bright Ideas. The 2010 contract covered services for the 2010/2011 holiday season, including storage through setup in 2011.

Staff has been researching other companies in anticipation of a new bid for the installation, maintenance, storage, set up and take down services for the decorations the Village owns. Some companies will not take-on products that they did not sell to the customer. Other companies will sell the products but do not provide the other services. Downtown Decorations, Inc. out of Syracuse, NY could provide these services through a subcontractor, but emphasized that their availability would begin in 2012.

If a new contractor were to be chosen, logistical details would have to be worked out as to when one contract ends and the new one begins to deal with the removal from storage and the transfer of decorations to a new contractor (including troubleshooting for the season).

An inventory list of the decorations and maintenance needed and an addendum to Bright Ideas' 2007 contract is attached. Due to the timing and a complication in logistics, staff recommends waiving the bids and accepting a proposal from Bright Ideas for the 2011/12 holiday season.

I move to recommend to the Village Board to waive the bid process

And

To approve accepting the proposal from Bright Ideas Inc. for the installation, maintenance, takedown and storage of holiday displays along Ravinia Avenue and at Centennial Park for the 2011/2012 holiday season at a cost not to exceed \$22,741.00;

And

Recommend to the Village Board to approve authorizing the Village Manager to execute the proposal/contract.

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

2011-0628 Geocaching - Discussion

Chairman Gira presented resident Gerry Klotz who requested to give a brief presentation to the committee regarding geocaching. An avid geocacher for the last five years, Mr. Klotz explained what geocaching is and the benefits to the community. Mr. Klotz was accompanied by Mike McGowan, an area teacher and avid cacher who conducts geocaches for his students and other groups.

This matter was informational only, NO ACTION was required.

ADJOURNMENT - 6:55 PM

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

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

Nay: 0

/mp

APPROVED:

Respectfully Submitted,

David P. Maher, Village Clerk

Joseph S. La Margo, Deputy Clerk