

# 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, December 19, 2016

7:00 PM

Village Hall

## Board of Trustees

*Village President Daniel J. McLaughlin*

*Village Clerk John C. Mehalek*

*Trustees, Kathleen M. Fenton, James V. Dodge, Jr., Patricia Gira,  
Carole Griffin Ruzich, Daniel T. Calandriello, and Michael F. Carroll*

## CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:25 PM.

**Present:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll and President McLaughlin

## VILLAGE CLERK'S OFFICE

### 2016-0870 Approval of the December 5, 2016 Regular Meeting Minutes

The Minutes of the Regular Meeting of December 5, 2016, were previously distributed to the members of the Board of Trustees. President McLaughlin 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 December 5, 2016.

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

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

## CONSENT AGENDA

### Passed the Consent Agenda

**A motion was made by Trustee Dodge, seconded by Trustee Gira, 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 Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

### 2016-0859 Payroll - Approval

The lists of Payroll 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 Bi-Weekly Payroll for December 2, 2016 in the amount of \$1,049,414.83.

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

**2016-0860 Accounts Payable - Approval**

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 from December 6, 2016 through December 19, 2016 in the amount of \$2,909,706.27.

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

**2016-0782 Budget Adjustments 4th Quarter 2016 - Approval**

Attached in Legistar are the budget adjustments, which are required to properly reflect FY2016 expenditures funded by transfers from contingency and/or dedicated revenue sources.

I move to approve a budget adjustment to increase FY2016 expenditures in the amount of \$36,608.

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

**2016-0786 Parking Lot Management Agreement (153rd Street Metra Parking Lot) - Ordinance**

In December 1996, the Village of Orland Park Board of Trustees passed Ordinance No. 2972 to enter into a twenty (20) year Parking Lot Management Agreement with the Commuter Rail Division of the Regional Transportation Authority, a division of Metra. This agreement expires on December 31, 2016.

Metra has presented the Village with a new forty (40) year agreement for Operation and Maintenance of the Commuter Parking Facility for the period of January 1, 2017 through December 31, 2056. This agreement is to ensure that the Parking Facilities at 153rd Street Metra Station (area C) are maintained and operated as a Parking Facility with daily rates for public parking.

I move to enter into the operation and maintenance agreement with the Commuter Rail Division of the Regional Transportation Authority, a division of Metra;

And

I move to pass Ordinance Number 5159, entitled: ORDINANCE AUTHORIZING EXECUTION OF AGREEMENT FOR OPERATION AND MAINTENANCE OF COMMUTER PARKING FACILITY IN THE VILLAGE OF ORLAND PARK (153rd STREET METRA PARKING LOT).

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

**2016-0833 Symantec Anti-Virus Software Annual Maintenance - Expenditure Approval**

The Department of Business Information Systems has included funds in the FY 2017 Budget for Symantec Antivirus software maintenance and 30 additional licenses to protect newly added devices to the network over the past year. The Village uses Symantec's Endpoint Protection software package, which is a centrally managed antivirus protection system for email, servers and workstations. Maintenance includes software support, upgrades and updates.

The Village currently owns 425 licenses. The maintenance cost to cover the licenses is \$6,617.05. Sixty of these licenses are used in police squad cars and funded by Orland Joint Emergency Telephone System Board (OJETSB). OJETSB will be funding the maintenance of these 60 software licenses. The cost to add 30 more licenses is \$555.30, which would allow us to support a total of 455 devices Village wide.

I move to approve the CDW Government purchase of Symantec Antivirus software maintenance and 30 additional licenses in an amount not to exceed \$7,172.35.

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

**2016-0862 Addition to Grasslands - Landscape Plan**

This is a request for approval of a landscape plan for the proposed retail development at 11249 167th Street and 16740 Wolf Road, known as Addition to Grasslands. The Village Board approved the Site Plan on January 18, 2016 with the following conditions:

- 1) Submit a Final Landscape Plan, meeting all Village Codes, for separate review and approval, within 60 days of final engineering approval including the following items:
  - a. Provide a tree survey for all trees exceeding 4" in trunk diameter per Land Development Code.
  - b. Provide tree mitigation, per Code requirements, preferably on site if a healthy spacing can be achieved, otherwise a contribution must be paid per Code into the tree mitigation bank. Tree mitigation requirements will be finalized at the time of Final Landscape Plan and after final engineering of lots.
  - c. Landscape all portions of the expanded detention pond including the Village-owned portion of the expanded pond, and include a smooth transition from the old pond landscaping to the new pond landscaping, which is to include a natural style with a native edge.
  - d. Include evaluation of wetland plant material and the incorporation of recommended improvements.
  - e. Include parkway trees along all right of ways spaced 40' on center, including 167th Street, but excepting Wolf Road.
  - f. Provide 4'-5' height ornamental iron fence and Type C 15' landscape buffer

along all lots abutting 167th Street and Steeplechase Parkway, arranging plant material to accommodate site drainage.

2) Reduce the required detention pond setback from 25' to as little as 15'.

3) Reduce the required flat maintenance strip from 15' to as little as 0'.

4) Reduce the required 50' wetland setback.

I move to accept as findings of fact the findings of fact as set forth in this staff report dated December 19, 2016.

And

I move to approve the landscape plan titled, "Final Landscape Plan "Commercial Development 7170 W. 159th Street; Orland Park, IL", drawn by Dickson Design Studio, Inc. and dated 08/19/2016.

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

**2016-0872 Amusement Device Operator's License - Southfork Restaurant**

Southfork Restaurant, located at 14631 LaGrange Road, Orland Park, IL has submitted an application for an automatic amusement device operator's license. The application requests that two (2) automatic amusement devices be allowed, both are claw/crane machines.

Presently, Section 7-6-2(B) of the Village Code permits a maximum of 25 automatic amusement device operator's licenses. With the addition of Southfork Restaurant the total will be twenty-two (22) currently active operator's licenses.

I move to approve the issuance of an automatic amusement device operator's license to Southfork Restaurant located at 14631 LaGrange Road, Orland Park, IL. Amusement devices shall be installed meeting Village of Orland Park Codes.

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

**2016-0887 Conveying a Portion of a Village Parcel to the Villas of Grassland Developments - Ordinance**

The Annexation Agreement for the development for the Addition to Grasslands, dated May 16, 2016, provides, in Section Two G. that a 0.06 acre parcel of Village property (a portion of Lot 88 Grasslands Subdivision - an existing detention pond lot) be conveyed to the developer, Marth Construction Company, upon payment to the Village of the sum of \$2,780.00.

I move to pass Ordinance Number 5152, entitled: ORDINANCE AUTHORIZING CONVEYING A PORTION OF A VILLAGE PARCEL TO THE VILLAS OF GRASSLANDS DEVELOPMENT - 11249 WEST 167TH STREET

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

**2016-0836 Liquid Deicing Purchase**

To improve the effectiveness of the village's snow removal operations, a liquid deicing solution manufactured by SNI Solutions, Inc. of Geneseo, IL is used. The natural deicing solution is a de-sugared beet molasses composition that is non-corrosive and environmentally friendly. This beet juice based product is mixed with salt brine by staff at the Public Works facility and is used as a pretreatment, sprayed on specific roads and bridges prior to forecasted snow events. The deicing solution is also applied directly to the road rock salt as it is dispersed from village trucks to improve the effective temperature range of the road rock salt.

The Village purchases this product through the Suburban Purchasing Cooperative (SPC). The SPC Governing Board has awarded the first of three possible, one-year contract extensions for Natural Deicing (Contract #153) to SNI Solutions, Inc. of Geneseo valid from November 11, 2016, through November 10, 2017. The contract extension contains no price increase, maintaining the \$1.48 per gallon price.

Village staff intends to purchase 4,500 gallons of deicing solution to fill the tank to cover initial snow-fighting efforts. Moreover, to take advantage of current contract pricing, staff will purchase an additional 4,500 gallons (totaling 9,000 gallons) of deicing liquid to cover snow fighting efforts through the end of the 2017 snow season.

I move to approve accepting the purchase of bulk deicing liquid from SNI Solutions, Inc. of Geneseo, IL for a cost not to exceed \$1.48 per gallon and a total cost not to exceed the Board approved budgeted amount.

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

**2016-0844 143rd Street and Crystal Tree Drive Emergency Water Main Repair - Proposal**

On November 6, 2016, Public Works staff received a call reporting a possible water main break on the southwest corner of 143rd Street and Crystal Tree Drive, at the entrance to the Crystal Tree Subdivision. During staff's investigation, the water was valved down to minimize loss, maintain integrity to the system and provide minimum service to the only impacted structure; the gate house containing a bathroom and sink.

On Monday and Tuesday, November 7 and 8, staff continued working to identify the exact location of the 12" main and the break itself. Utilizing the hydro-excavating process, the water main was located nine feet deep, and found to run under the large brick entryway monument and immediately behind the wrought iron fence and brick piers. The water rising to the surface was more than eight feet from the actual main. Using leak detection services, the leak was determined to be immediately behind the brick monument and under large spruce trees.

Staff met with representatives from the Crystal Tree Homeowners Association (HOA) to discuss the situation and impacts to their landscaping. Staff worked with Airy's, Inc. of Tinley Park, Illinois to formulate an action plan to make the repair. The plan involved the installation of a valve and fire hydrant by Public Works staff on Wednesday, November 9. Staff installed valve allowed for the isolation of the break, re-established full water service to the gate house, and allowed time to vet the options for final repair. A fire hydrant was also installed by staff to facilitate future flushing. To assist staff in gaining access to the work area, the large tree was removed by the Crystal Tree HOA. The water main was isolated and turned off in preparation for the emergency repair work that is tentatively scheduled for the week of November 28, 2016.

Staff evaluated several options to repair the water main. Option one was a typical excavation and clamp. This option is not viable due to the proximity of the entryway monument and large trees. Option two is to install a liner (Slip lining) inside the main to seal the break at a cost of \$75,000.00. Option three is to underground directional bore a new 12" PVC Certa-Lok water main adjacent to the existing main at cost of \$41,697.00. The underground bore option was identified to be the best repair option with considerations for cost and elimination of future potential problems. Airy's Inc. of Tinley Park, Illinois submitted a proposal in the amount of \$41,697.00 for this emergency repair. To account for any unforeseen issues, staff is also requesting a \$5,000 contingency, for a total amount of \$46,697.00. Funds are currently budgeted for lining work within the Crystal Tree subdivision. A portion of these funds can be reallocated for this repair.

I move to approve accepting the proposal from Airy's Inc. of Tinley Park, Illinois, for the Emergency Watermain Repair on 143rd Street and Crystal Tree Drive in an amount not to exceed \$46,697.00.

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

**2016-0845 Fernway Subdivision Roadway and Ditch Grading Improvements  
2016 - Amend Scope of Work**

The pavement in Fernway Subdivision was originally constructed in the early 1960's. At that time, the unincorporated roadways were constructed as rural cross sections, well below Village standards. The Village has spent considerable resources maintaining these roadways since annexing the area over 40 years ago. Proper storm water conveyance was impeded in the area because ditches were filled in or had not been properly maintained. To mitigate both the pavement issues and the stormwater conveyance issues, the Fernway Subdivision project is designed to complete roadway reconstruction and ditch regrading. Our pavement management consultant, Applied Research Associates (ARA), recommended that Fernway roadways receive full pavement reconstruction to include ribbon curbs to support the pavement edge. Due to the scale of work and anticipated construction

costs, this multi-year project is planned to be completed over a nine-year period, depending on available funding. On July 5, 2016 the Village Board approved a contract with P.T. Ferro Construction Company of Joliet, Illinois in the amount of \$937,959.10 for the 2016 portion of project. The current 2016 (Year 1) project, includes the completion of 167th Place (88th Avenue east to Village limit) and a section of Robinhood Drive (167th Street to 171st Street).

Additionally, the Board awarded a contract to Baxter & Woodman to provide required phase II & III engineering services for the first segment of this multi-year road improvement project. Prior to the Baxter & Woodman award, the Village engaged Christopher B. Burke Engineering (CBBEL) to design and engineer roadside drainage ditch grading improvements. Both plan sets were incorporated as the Fernway Subdivision Roadway and Ditch Grading Improvements 2016 bid package.

During the cutting and grading of the ditches for the Fernway project, it was discovered that many of the culvert pipes under residential driveways were severely deteriorated and warranted replacing. Replacing the culvert pipes would be integral to the proper conveyance of stormwater through the newly graded ditches. Additionally, the planned 8' wide ditch grading became impractical due to the steep grade differential of the side slopes.

In order to restore the graded ditches to a condition that residents would be expected to maintain (gently sloping ditches), the ditch side slopes were widened to a maintainable 3:1 slope. The additional culvert pipe installations, ditch grading and required sod restoration exceeded the contracted total in the amount of \$123,822.02.

It is staff's recommendation to amend the scope of work with P.T. Ferro Construction Company of Joliet, Illinois for the 2016 Fernway Subdivision Roadway and Ditch Grading Improvements to include the installation of additional culvert pipes, ditch grading and sod restoration in the amount of \$123,822.02 for a total project budget of \$1,061,781.12. Because these items were storm water related, the additional work will be funded by the Public Works' Storm Water Fund.

The pavement reconstruction portion of the project was completed within the anticipated budget.

I move to approve amending the scope of work with P.T. Ferro Construction Company of Joliet, Illinois for the 2016 Fernway Subdivision Roadway and Ditch Grading Improvements to include the installation of additional culvert pipes, ditch grading and sod restoration in the amount of \$123,822.02.

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

**2016-0846 2017 Maintenance of Streets and Highways by Municipality under the Illinois Highway Code - Resolution**

The Illinois Department of Transportation (IDOT) requires the Village to pass a resolution each year for the utilization of Motor Fuel Tax (MFT) funds. The appropriations of funds are for the maintenance of Village streets and rights-of-way by village staff and associated IDOT authorized expenditures for salt and electric within the upcoming year. IDOT requires the passage of the resolution for each fiscal year. The resolution is for the funds estimated for the 2017 calendar year in the amount of \$3,903,755. IDOT requires their form to be used for the resolution. Their resolution form (BLR 14230) and the Municipal Estimate of Maintenance Cost (BLR 14231) are attached.

The Municipal Maintenance Expenditure Statement for the 2016 calendar year showing the final amounts of the MFT fund expenditures will be submitted to IDOT early next year.

I move to pass Resolution Number 1614, entitled: RESOLUTION FOR MAINTENANCE OF STREETS AND HIGHWAYS BY MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE

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

**2016-0856 Custodial Services Contract Amendment and Extension - Proposal**

The Village entered into a contract with Total Building Services (TBS) of Elk Grove Village, Illinois in January, 2013. TBS has been the Village's facility cleaning company for many years. The Village desires to amend the existing contract to include an additional day of cleaning for the Cultural Arts Center (CAC) and two additional days of cleaning for the Parks and Grounds Administration.

The Cultural Arts Center (CAC) is currently cleaned 5 days a week at cost of \$993.18 per month. The additional day of cleaning (Sat.) will cost \$286.00 per month (\$3,432.00 annually) for a total annual cost of 15,350.16 to clean the facility.

The Parks and Grounds Administration Building is currently cleaned three days a week (Mon. Wed. and Fri.) at a cost of \$161.45 per month. The additional two days of cleaning (Tues. and Thurs.) will cost \$140.05 per month (\$1,680.60 annually) for a total annual cost of \$3,618.00 to clean the facility.

The current contract amount for services of \$383,487.18 is being increased by \$5,112.60 to \$388,599.78 to cover the additional cleanings.

I move to approve the Custodial Services Contract Amendments with Total Building Service of Elk Grove Village, Illinois through FY18, in an amount not to exceed \$388,599.78 annually.

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

**2016-0857 Public Works Emergency HVAC Rooftop Repairs - Proposal**

There are a total of 8 Trane® combination rooftop HVAC units of varying capacity and tonnage that services the Public Works Administration building and Vehicle & Equipment garage. These HVAC units are 23 years old and approaching the end of their lifespan.

These units provide both heating and air conditioning needs for specific zones in the facility. During a recent inspection, staff found that three of the HVAC units that serve the Public Works Administration building have critical component failures; more specifically, there are holes in the heat exchangers. A failure of the heat exchanger causes carbon monoxide to be introduced into the building. All three of the units were immediately shut down and effectively removed from service.

These HVAC units provide the primary heat and air conditioning source for the administrative section of the building. Until these units are replaced a back-up radiant heat source is currently keeping the offices heated.

Based on the condition and age of the units the heat exchangers should be replaced immediately.

Staff requested and received a proposal from Trane Supply Co. of Tinley Park, IL, the authorized area dealer, for the purchase of three (3) gas heat exchangers for a total cost of \$5,258.69. Building Maintenance staff will perform the labor to install the exchangers.

I move to approve the emergency purchase of three (3) gas heat exchangers from Trane Supply Co. of Tinley Park, IL for a total cost not to exceed \$5,258.69.

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

**2016-0855 The Public Response Group - Consultant Fees**

The Public Response Group has provided consulting services for the Village of Orland Park for the past 10 months.

Staff is recommending that The Public Response Group (PRG) continue as an ongoing consultant for the 2017 calendar year.

Through regular weekly meetings and ongoing monthly communication with designated village staff, PRG will provide ongoing consultation related to the development, execution and dissemination of information related to key village policies and public programs.

PRG will also be available, as needed, to provide consultation to best position the village vis-a-vis news media outlets related to current or emerging issues that may impact village policies and programs.

I move to approve a contract with The Public Response Group in the amount not to exceed \$30,000.

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

### **2016-0820 Vehicle Licensing Software System Purchase - Approval**

The Finance Department currently uses the Innoprise Community Development module for the sale of biennial vehicle licenses. The module currently does not offer the ability to purchase vehicle licenses online which is a priority for the 2017 vehicle sticker sale. Staff researched firms that specialize in vehicle license software systems that offer an online payment option. Few vendors offer vehicle licensing software since Illinois is one of a small number of states that have vehicle sticker licenses. Third Millennium Associates, Incorporated is an Illinois based company with a vehicle sticker software system that includes the functionality that is required. The software is designed exclusively for the annual renewal of vehicle licenses. The software capabilities include:

- Register and pay vehicle licenses online
- Produces vehicle application renewal forms
- Maintains payments, penalties, and past due amounts
- Auto fill-in fields for efficient data entry
- Provides resident receipts for each sticker purchased
- Flexible inquiry and reporting tools
- Provides barcoding and bank lock box OCR scan line
- Improves the speed and efficiency of over the counter traffic annual licensing renewals

It is recommended that Third Millennium Associates, Incorporated be awarded the contract for vehicle licenses software, V-Pay vehicle online payments software, and vehicle application renewal forms. The one-time costs associated with the purchase of both software systems is \$21,100. This cost includes the purchase of the software, training and consulting services, a business process review, data conversion services, project and implementation management, and a project contingency. The annual cost for the software maintenance is \$3,745. A biennial cost for the setup of the application renewal mailing is \$2,585. The vehicle application renewal form price is \$.188 per vehicle record. The cost for approximately 43,000 records would be \$8,084.

I move to approve waiving the bid process;

And

To approve the purchase of the vehicle licenses software system and V-Pay vehicle online payments software from Third Millennium Associates, Incorporated;

And

Approve awarding Third Millennium Associates, Incorporated the five year contract for annual software maintenance, biennial application setup fees, and the printing of vehicle applications on a biennial basis.

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

## **PUBLIC HEARING 7:00 PM**

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

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

### **2016-0875 7420 W. 159th Street PUD Special Service Area #6 Public Hearing**

Village Attorney Friker reported that this public hearing is to establish a Special Service Area #6 for the property located at 7420 W. 159th Street PUD that will provide for maintenance, repair, reconstruction and/or replacement of storm-water detention ponds located on Outlot A and all appurtenant pipes and lines for storm-water drainage and all infrastructure and easements associated therewith ("Drainage Facilities") in the event that the owner of Outlot A fails to maintain, repair, reconstruct and/or replace said Drainage Facilities as required by various agreements.

Notice of the public hearing for the 7420 West 159th Street PUD Special Service Area #6 was given in The Orland Park Prairie as required by law.

The purpose of the formation of the Orland Park Special Service Area Number 6 is to fund the Village of Orland Park's costs of maintaining, repairing, reconstructing and/or replacing the storm-water detention ponds located on Outlot A and all appurtenant pipes and lines for storm-water drainage and all infrastructure and easements associated therewith ("Drainage Facilities") in the event that the owner of Outlot A fails to maintain, repair, reconstruct and/or replace said Drainage Facilities as required by the Development Agreement between the Village of Orland Park and GW Property Group, LLC - Series 11 (7420 W. 159th Street - Planned Development), the Declaration of Easements, Covenants and Restrictions and the Final Plat of Subdivision for GW Property Subdivision.

President McLaughlin asked if anyone in the audience would like to make any comments. No one requested to speak.

I move to adjourn the public hearing for the 7420 W. 159th Street PUD Special Service Area #6 on December 19, 2016.

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

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

## **CLOSE PUBLIC HEARING**

I move to approve closing the public hearing.

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

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

## **RECONVENE BOARD MEETING**

The roll was called to reconvene the regular meeting and Trustees Fenton, Dodge, Gira, Ruzich, Calandriello, Carroll and President McLaughlin were present.

## **DEVELOPMENT SERVICES, PLANNING AND ENGINEERING**

### **2016-0876 Orland Park Nature Center - Additional Engineering Services and Phase II Environmental Study**

In April 2012, the Village purchased the former Pebble Creek Nursery property with funds from the Village's Open Lands Program, with the vision to restore and preserve the land, and to convert the existing building and property to a nature center. The property was since been cleaned up and a conceptual Master Plan approved by the Village Board in 2015.

Upland Design was contracted by the Village in February 2016 for a total of \$62,761 to produce engineering and construction plans, bid documents and construction oversight for the Nature Center site improvements. As preliminary engineering for the project progressed, it became evident that currently available flood plain elevation information did not adequately meet the Village's engineering requirements for the project. CBBEL, the Village's engineering consultant, recommended that the needed floodplain elevation be obtained from existing studies recently done nearby or from new floodplain modeling and analysis. Although every attempt was made to utilize existing studies, the information was neither current enough nor specific enough to the Nature Center site to satisfy Village engineering requirements. Flood plain modeling was not included in Upland's 2016 contract. The flood plain elevation is needed to move the Nature Center project forward, and will also be useful in future restoration projects in the onsite wetland area that also extends beyond the Nature Center site. Upland

Design has submitted a quote of \$5,100 for the following tasks, which will be included in an addendum to their current contract:

- 1) Obtain MWRD model and analyze: coordination with CBBEL, IDOT, and MWRD to obtain the Mill Creek model, run the hydrologic model, run the hydraulic model, and analyze results.
- 2) Field Survey: supplemental topographic and utility data needed to update the Mill Creek model.
- 3) Update MWRD Mill Creek Model: Incorporate the survey data into the HEC-RAS software and extend the limits of storm water model up to the project site in order to determine floodplain elevation.
- 4) Update Preliminary Engineering Design: Revise detention design based on the floodplain elevation, revise grading plan to address any compensatory storage issues, and prepare updated storm water reports for Village approval.

#### Phase II Environmental Services

As a part of the Village's due diligence on the project area, Ed Cooney Associates was engaged in November 2016 to do a Phase I Environmental assessment, which has now been completed. The Phase I study identified some issues that warranted further evaluation, and therefore staff is requesting approval for the Phase II proposal, which was divided into four sections (A-D) for developing the potential scopes of work the Village could opt to include in the study. The total cost for the evaluation of all four areas would be \$26,900. The Open Lands Commission opted to authorize the study of Area 'B' only.

I move to authorize the expenditure authorize the expenditure of \$5,100 to Upland Design/ERA for additional services required to determine the floodplain elevation for the Nature Center site.

And

I move to authorize the expenditure of \$13,800 to Edward Cooney to complete a Phase II Environmental Assessment for 'Area B' as identified in the Phase I Environmental Study.

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

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

#### **2016-0818 15221 Cottonwood Court Geothermal Project**

The purpose of this petition is to install and maintain a residential geothermal heat pump renewable energy system at the private residence of 15221 Cottonwood

Court.

The petitioner proposes to install a geothermal renewable energy system in the front yard of the single family home at 15221 Cottonwood Court, located in the Arbor Pointe Subdivision. Geothermal renewable energy systems boost building heating and cooling performance for higher efficiencies and lower utility costs. In the summer, geothermal systems act as heat sinks to cool buildings via the constant temperature of the Earth (typically 55 degrees at depth). In the winter, the systems channel the Earth's constant temperature (again typically 65 degrees at depth) to provide a heating boost to the structure. As a result, heating and cooling mechanical systems are not required to operate as much to attain desired heating and cooling levels since the Earth is providing a 65 degree base line temperature for the building.

This is the second geothermal project reviewed by the Village via the Environmental Clean Technology Appearance Review process (see 6-314.C), the first of which was located at 14232 Ashford Court (see 2014-0568). If recommended for approval by the Plan Commission and Development Services, Planning and Engineering Committee, this project would receive a final review by the Village Board on December 19, 2016.

I move to approve the Environmental Clean Technology Review for a geothermal system at 15221 Cottonwood Court as fully referenced below.

(THIS SECTION FOR REFERENCE ONLY (NOT NECESSARY TO BE READ))

I move to approve the Appearance Review (Environmental Clean Technology Review) for a geothermal heat pump system at 15221 Cottonwood Court as depicted on the plat of survey titled "Plat of Survey", prepared by the petitioner, dated received on October 27, 2016, subject to the following conditions:

- 1) Meet all Building Code related items;
- 2) Any mechanical equipment must be screened at grade level with landscaping.

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

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

**2016-0888 Village Code Amendment - Title 9, Chapter 9 - Parking Regulations for the Main Street Triangle - Ordinance**

On August 5, 2013 the Village Board approved the parking regulations for the Main Street Triangle. The regulations, amended in 2014, generally establish rules for on- and off-street parking areas, parking time limits, no parking and loading zones, and traffic movements.

This update addresses recent improvements within the Main Street Triangle, including: the 546-space Downtown Main Street Parking Structure; Jefferson Avenue from 143rd Street and 142nd Street; and the partial completion of "B" Street between Ravinia Avenue and Jefferson Avenue.

The proposed rules described below, and detailed in the attached Ordinance, shall be announced with prominent signage on the roads and in the Parking Structure as required, and will include reference to the applicable Village Ordinance. Draft mock-ups of the entryway signage into the Parking Structure are attached for your review.

#### Downtown Main Street Parking Structure

The Downtown Main Street Parking Structure is programmed to accommodate a variety of users at varying times throughout the day and week. Of the 546 total parking spaces, 371 located on the lowermost levels are general, free public parking spaces with a 6-hour time limit, available from 5am to 2am.

These spaces can be utilized by patrons of existing and future commercial businesses in the area, as well as visitors to the neighboring University of Chicago Medicine building. To maintain the availability of these spaces and others within the facility, the proposed regulations explicitly prohibit commuter parking and overnight parking on all levels of the Parking Structure.

The remaining 175 parking spaces located on the uppermost levels are reserved during business hours (Mon-Sat: 5am to 5pm) for the exclusive use of the University of Chicago Medicine, per our executed Ground Lease and its appendages. In addition to the aforementioned entryway signage, the demarcation between public parking and reserved parking shall be announced with location-specific signage (e.g. "University staff parking only beyond this point"). The University's spaces shall be considered public spaces after 5pm on weekdays, after 5pm on Saturday, and all day on Sunday.

Staff also proposes a collection of general regulations, in addition to no commuter parking and no overnight parking, such as: the facility shall be closed between 3am and 5am; no camping, soliciting, or loitering; and no skateboarding, roller-blading or bicycling. The complete list of proposed regulations is listed in the Ordinance, and shall also be posted at both vehicle entryways and in the pedestrian lobby areas.

The Parking Structure will be monitored by a Community Service Officer (CSO) in the same fashion as the existing parking facilities in the Downtown and around our other train stations. Each parking space is numbered to allow for the accurate identification and citation of violators. Note that the Parking Structure is designed to accommodate controlled access gates, or equivalent, at each entrance should the Board adopt new parking policies and enforcement strategies in the future.

### Jefferson Avenue

Jefferson Avenue extends from 143rd Street to 142nd Street with a portion located underneath the Downtown Main Street Parking Structure. This amendment proposes to: prohibit parking on both sides of the road; allow for 3-hour parking (6am to 9pm) for the six (6) angled parking spaces on the east side of Jefferson; and allow for short-term loading and unloading in the designated loading zone located on the east side of Jefferson and underneath the Parking Structure.

These regulations mirror existing rules in place within the Downtown area. Note that the regulations impacting the six (6) angled parking spaces will need to be revisited as additional development occurs, especially as more uses with late-evening peak hours move into the area.

### "B" Street

"B" Street is situated on the north side of the Parking Structure and connects Ravinia Avenue to Jefferson Avenue. This amendment proposes to prohibit parking on both sides of the road.

This regulation mirrors existing rules in place within the Downtown area. At present, only that portion of "B" Street providing access to the Parking Structure off of Ravinia Avenue is constructed, with the balance of the road scheduled for completion in spring 2017. This parking prohibition shall apply to the entire road upon completion.

I move to pass Ordinance Number 5153, entitled: AN ORDINANCE AMENDING TITLE 9, CHAPTER 9, OF THE ORLAND PARK VILLAGE CODE BY AMENDING PARKING REGULATIONS FOR THE MAIN STREET TRIANGLE

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

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

## PARKS AND RECREATION

### 2016-0879 Recreation Department Program Guide Contract Termination Approval

In October 2014, the Village entered into a contract with JSS Co. for the printing of the Recreation guides through 2017. Recently, the Recreation Department has experienced two separate occasions when John S. Swift Co., Inc. has failed to honor the Contract specifications. These issues involved the print products for the (1) 2016 Summer Entertainment Guide, and (2) the 2017 Winter/Spring Program Guide.

(1) At the time of print for the 2016 Summer Entertainment Guide, JSS Company unilaterally, and without notice to the Village staff, used a non-specified grade of paper for the Guide. Village staff noticed the difference in paper quality once the guides were received and, when approached about the issue, the Company representative claimed the change was made by their purchaser on advice that the specified grade of paper may not be available in time for printing, and took the position that the substituted paper was of a better grade. As a result, after negotiations with JSS Company, a credit of \$1,000.00 was applied to the \$5,296.00 invoice. Although the Village received no complaints regarding the paper used, Village staff felt the paper was of a poorer quality as it allowed "bleed through" of the printing from the reverse side of each page.

(2) Regarding the 2017 Winter/Spring Program Guide, the contract required delivery to the Orland Park post office by November 21, 2016. Village staff e-mailed delivery deadlines to the company. Nonetheless, when staff contacted the JSS to confirm delivery to the post office, they were informed (for the first time) that the company was experiencing a "production issue" and the deadline would not be met. Delivery was then promised by December 1 (over a week late). Village staff and Village Attorney contacted JSS Company to advise that this was not acceptable and that the JSS must undertake all efforts to deliver the guides to the post office no later than November 28. Daily updates were sought by the staff from JSS Company and delivery to the post office ultimately occurred on December 2. Due to this delay, Village staff quickly put together a marketing strategy involving communication to Village residents to convey that the Program Guide was available on-line and resident registration would commence on December 1 and further, as a result of the delay, the Village was extending priority resident registration by an additional five (5) days to December 18 and that non-resident registration was being extended by an additional five (5) days.

Based on the above deficiencies in performance by John S. Swift Co., Inc., staff recommends Village Board authority to terminate the final one year remaining on the Contract term (Legistar File 2014-0601). As these contract deficiencies were not known to Village staff until they occurred, it was not possible to give JSS Company ten (10) days prior Notice to Cure as provided for in the contract. The contract does provide that the Village "for its convenience" may terminate the contract with thirty (30) days prior written notice. Therefore, it is recommended that the thirty (30) days prior written notice of termination be given to the Company.

The Village Recreation Department staff is working in partnership with the PIO and Finance Department to combine the three future publications (the Recreation Program Guide, Orland Park Public and Senior Program Guide) into one RFP to be advertised on January 3, 2017.

I move to approve the termination of the final one year remaining on the contract term with John S. Swift Co., Inc.;

And

Thirty (30) days prior written notice of termination is to be given to the Company.

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

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

## FINANCE

### 2016-0890 Amended Ordinance - FY2016 Residential Property Tax Rebate - Ordinance

On September 19, 2016, the Village Board of Trustees adopted Ordinance Number 5124, which authorized reimbursement of the Village share of real estate property taxes paid by owner-occupants of residential real estate in the Village of Orland Park, with an application due date of December 16, 2016. Due to inclement weather, the due date for the property tax rebate applications was extended. This ordinance changes the application due date to December 20, 2016.

I move to pass Ordinance Number 5154, entitled: AN ORDINANCE AMENDING THE ORDINANCE PROVIDING FOR PARTIAL REIMBURSEMENT OF THE VILLAGE SHARE OF REAL ESTATE PROPERTY TAXES PAID BY OWNER-OCCUPANTS OF RESIDENTIAL REAL ESTATE IN THE VILLAGE OF ORLAND PARK

**A motion was made by Trustee Griffin Ruzich, seconded by Trustee Dodge, that this matter be PASSED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

## MAYOR'S REPORT

### 2016-0867 Amend Title 7 Chapter 4 - Number of Class D Liquor License - Ordinance

Increase the number of Class D liquor licenses from two (2) to three (3) for Fox's Orland Park Restaurant & Pub which desires to sell gift baskets containing bottles of wine.

I move to pass Ordinance Number 5155, entitled: AN ORDINANCE AMENDING TITLE 7, CHAPTER 4 OF THE ORLAND PARK MUNICIPAL CODE, REGARDING THE AVAILABLE NUMBER OF CLASS D LIQUOR LICENSES

ISSUED BY THE VILLAGE OF ORLAND PARK, COOK AND WILL COUNTIES,  
ILLINOIS

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

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

### **2016-0891 Advisory Referendum - Household Hazardous Waste - Ordinance**

President McLaughlin reported that the Village of Orland Park is considering a supplemental refuse collection program that would pick up electronics and household hazardous waste from your home.

Currently, household hazardous waste (e.g. oil based paint, stains, automotive fluids, cleaning products, solvents, and pool chemicals) must be disposed of at a collection event or at the permanent Household Hazardous Waste Drop-Off in Naperville. Per the Illinois Electronic Recycling and Reuse Act, electronics including computers, printers, telephones, televisions, stereos, and microwaves must also be recycled.

By collecting and properly disposing of or recycling these items, the potential for water pollution and environmental hazards are reduced in our community. This program is not the usual household generated special material program, because it is focused on recycling most of the materials collected.

I move to pass Ordinance Number 5156, entitled: AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF THE VILLAGE OF ORLAND PARK THE QUESTION OF WHETHER THE RESIDENTS OF THE VILLAGE WILL SUPPORT AN ADDITIONAL CHARGE OF NO MORE THAN TWO DOLLARS (\$2.00) PER MONTH ON THEIR GARBAGE BILL FOR THE NEW "AT YOUR DOOR SPECIAL COLLECTION" SUPPLEMENTAL ELECTRONICS AND HAZARDOUS WASTE REMOVAL PROGRAM WHICH INCLUDES THE ON CALL PICK UP OF ELECTRONICS, BATTERIES, CHEMICALS AND OTHER HARD TO RECYCLE HOME PRODUCTS

**A motion was made by Trustee Carroll, seconded by Trustee Gira, that this matter be PASSED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

**2016-0892 Advisory Referendum - Outdoor Multi-Purpose Sports Facility - Ordinance**

President McLaughlin reported that the Village Officials have been contacted by area sports organizations over the past several years concerning their desire to have an artificial turf style field/stadium. It is believed that these organizations, along with regional professional sports teams, may contribute to the construction and/or maintenance of such a facility. Finally, a turf field, with its superior drainage capacity, can be used for other outdoor events.

Currently, the Village of Orland Park only has natural grass sports fields for all of its outdoor sports programs (football, soccer, baseball, etc.). Additionally, the only field currently suitable for use as a football field is oriented in an east-west configuration, whereas the vast majority of football fields in the United States run north-south.

The Board stated that before any research was done on this item, it was agreed upon to put it for a public vote to see if the residents of Orland Park believe this is something they would like.

I move to pass Ordinance Number 5157, entitled: AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF THE VILLAGE OF ORLAND PARK THE QUESTION OF WHETHER THE VILLAGE SHOULD ENTER INTO A PUBLIC-PRIVATE PARTNERSHIP FOR THE CONSTRUCTION AND MAINTENANCE OF AN OUTDOOR MULTI-PURPOSE SPORTS FACILITY

**A motion was made by Trustee Carroll, seconded by Trustee Gira, that this matter be PASSED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

**VILLAGE MANAGER'S REPORT****2016-0863 Exchange of Property (Palos Fitness Center - 153rd Street and West Avenue) - Ordinance**

On July 18, 2016, the Village Board approved the land exchange agreement with St. George Corporation, St. George Wellness Center and Palos Community Hospital. The Village will obtain the Palos Fitness Center in exchange for 6.74 acres of Village land located west of West Avenue and south of 153rd Street.

I move to pass Ordinance Number 5158, entitled: AN ORDINANCE AUTHORIZING EXCHANGE OF PROPERTY (PALOS FITNESS CENTER-153RD STREET AND WEST AVENUE).

**A motion was made by Trustee Fenton, seconded by Trustee Griffin Ruzich, that this matter be PASSED. The motion carried by the following vote:**

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

## **BOARD COMMENTS**

The entire Board wished everyone a Merry Christmas and Happy New Year!

## **EXECUTIVE SESSION**

I move to recess to a Closed Executive Session for the purpose of discussion of a) approval of minutes; b) the appointment, employment, compensation, discipline, performances or dismissal of specific village employees; c) the purchase or lease of real property for the use of the village; and d) setting a price for sale or lease of village property.

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

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

## **RECONVENE BOARD MEETING**

The roll was called to reconvene the Regular Meeting and Trustees Fenton, Dodge, Gira, Ruzich, Calandriello, Carroll and President McLaughlin were present.

Purpose of the Executive Session was for the discussion of a) approval of minutes; b) the appointment, employment, compensation, discipline, performances or dismissal of specific village employees; c) the purchase or lease of real property for the use of the village; and d) setting a price for sale or lease of village property.

**ADJOURNMENT - 9:25 PM**

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

**Aye:** 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

**Nay:** 0

**/nm**

APPROVED:

Respectfully Submitted,

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**John C. Mehalek, Village Clerk**