

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Wednesday, October 14, 2015

6:00 PM

SPECIAL MEETING - 2016 BUDGET

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 6:15 PM.

Staff Present: Village Manager Paul Grimes, Assistant Village Manager Joseph La Margo, Finance Director Annmarie Mampe, Assistant Finance Director Sarah Schueler, Park's Division Director Frank Stec, Recreation Division Director Nancy Flores, Civic Center Manager Cynthia Kelly,

Present: 6 - Trustee Fenton, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll and President McLaughlin

Absent: 1 - Trustee Dodge

SPECIAL MEETING**2015-0518 2016 Budget - Operating Budget for Parks and Building Maintenance, Recreation and Special Events, and Civic Center**

Village Manager Grimes reported that tonight is the third Budget Hearing and discussion will be on Recreation, Parks, Building Maintenance, Civic Center and Special Events.

Director of Finance Annmarie Mampe gave a brief overview to the Board of how the Recreation and Parks Fund is funded (Exhibit A – page 2).

Building Maintenance (Exhibit B)

Division Director Frank Stec reviewed the Department Accomplishments with the Board.

Parks (Exhibit B)

Director Stec stated that there are not many changes in this budget from last year. He explained that his discretionary request were for a few reclassifications of his employees who have had extra training and have shown they can take on more responsibilities.

Recreation – Administration, Programs & Special Recreation (Exhibit C)

Division Director Nancy Flores reviewed the department accomplishments with the Board along with achieving goals and objectives in 2016.

Director Flores stated that there will not be looking for any new staff for 2016.

She continued to explain the Fund Budget.

Special Recreation (Exhibit C)

Revenues were reviewed.

President McLaughlin suggested for a letter to be sent from him to other Mayors of the communities where special needs participants live explaining that it costs approximately \$172.00 per person/per year for their residents to participate in these programs. The letter would ask for a donation to help support the Village of Orland Park Special Recreation Programs.

Village Manager Grimes stated that several years ago this was mentioned and a few communities were contacted with no returning feedback from them. 15% of Special Recreation participants are not Orland Park residents and those nonresidents pay a higher program fee than residents do.

President McLaughlin stated that he will think about this suggestion and will speak to Village Manager Grimes.

Director Flores is requesting a few reclassifications along with adding IMRF to an existing position.

Centennial Park Aquatic Center (CPAC) & Sportsplex (Exhibit D)

Director Flores reviewed the accomplishments for both the Centennial Park Aquatic Center and the Sportsplex

Trustee Fenton questioned large groups of non-residents usage of the pool.

Village Manager Grimes explained the usage at the pool of resident vs nonresident users. Two years ago the Village significantly increased the "drop-in" rate for those who walkup and pay a nonresident daily fee. This has helped. The thinking is when a group comes to use the pool they will be more organized and supervised. If not for the nonresidents usage of the pool the residential rate would be much higher.

Sportsplex (Exhibit D)

Director Flores reviewed the Sportsplex Budget with the Board.

Trustee Calandriello questioned what the utilization is for the turf indoor soccer fields at Sportsplex.

Village Manager Grimes stated that from November to March the usage is at 100% and slows down during the summer. However, this turf field is used in the summer by Baseball, Lacrosse, and different Sports Camps.

Trustee Calandriello requested from Director Flores a report that would show the

demand for this type of recreation usage (indoor soccer turf fields) and what can be done if this area needs to be increased or decreased in the future.

Village Manager Grimes stated that he can report that the indoor soccer fields are one of the most popular features at the Sportsplex. They are always in demand.

Director Flores stated that this weekend a "Home Show" is renting the soccer fields.

President McLaughlin asked why this type of event wasn't directed to use the Civic Center due to the high demands on these fields.

Village Manager Grimes stated that it was suggested and was told that the Civic Center did not have enough footage.

President McLaughlin stated that because of the demand on those soccer fields this type of event should not be at the Sportsplex. He stated that if something will not fit over at the Civic Center then recommendation should be given to the local businesses that have large banquet facilities.

Director Flores explained that she is requesting to add to two existing part-time employees IMRF benefits who would be eligible due to they will be increasing their hours.

Taste of Orland & Special Events (Exhibit E)

Director Flores reported to the Board the accomplishments on the events that took place in 2015. She also reviewed goals and objectives for 2016.

Director Flores explained the increase in the Special Events budget and one specific item under "other" was for the drinking cups at the Taste of Orland and wrist bands.

President McLaughlin recommended to Director Flores that sponsors should be contacted for them to purchase all the drink cups. The sponsor would then have their logo on the "Taste of Orland" cups to offset this expense for the Village.

Director Flores stated that is something that she will look into.

Director Flores stated that under the discretionary requests for Special Events is refurbishing for the Grand Piano that was donated to the Village.

Civic Center (Exhibit F)

Civic Center Manager Cindy Kelly reviewed the Civic Center accomplishments for 2015. She also reviewed the goals and objectives for 2016. The only

discretionary request is for a wall partition at a cost of \$15,000 in the Annex Room.

President McLaughlin stated that when Civic Center Manager Kelly was first hired the Board had requested a Business Plan going forward from the Civic Center Board and Ms. Kelly which has not been received.

Civic Center Manager Kelly stated that she will get that Business Plan to the Board.

President McLaughlin asked Civic Center Manager Kelly if someone came to the Civic Center and their event was too big for the Civic Center to handle is she working with the local facilities that have larger meeting spaces to make referrals.

Civic Center Manager Kelly stated that she has referred events to Silver Lakes, Homewood Suites, Orland Chateau, and Comfort Inn.

The Board asked her to please make recommendations to Orland Park Businesses.

Trustee Carroll suggested that all the different banquet facilities within Orland Park should be contacted to let them know that referrals will be coming their way if a large event cannot take place at the Civic Center or a date is already booked. In exchange for those referrals, if a renter were to call their banquet facility and they were booked, would they refer the business back to the Civic Center. It was also suggested that Papa Joe's should also be included to be contacted.

Trustee Gira commented that Darvin Furniture donated all the new chairs, tables and lamps in the Civic Center lobby area.

President McLaughlin stated that Darvin should be recognized at a meeting for their generosity. Also, he would like to recognize a car dealership in Orland Park that has a luncheon each year for first responders both Police and Fire Fighters.

The next Budget meeting will be October 26, 2015 at 6:00 PM.

This was for discussion only NO ACTION was required.

ADJOURNMENT - 8:10 PM

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

Aye: 6 - Trustee Fenton, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Dodge

/nm

APPROVED:

Respectfully Submitted,

John C. Mehalek, Village Clerk

Casey Griffin, Deputy Clerk