

VILLAGE OF ORLAND PARK

14700 S. Ravinia Avenue
Orland Park, IL 60462
www.orlandpark.org



Meeting Minutes

Monday, October 6, 2025

6:00 PM

Village Hall

Committee of the Whole

*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 6:01 P.M.

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

APPROVAL OF MINUTES**2025-0792 Approval of the September 15, 2025, Committee of the Whole Minutes**

I move to approve the Minutes of the Regular Meeting of the Committee of the Whole 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 President Dodge Jr.

Nay: 0

NON-SCHEDULED CITIZENS AND VISITORS FOR AGENDA-SPECIFIC PUBLIC COMMENT

Resident Steve Kamp addressed the Committee regarding the bike path going in on 82nd Avenue and the sidewalks being installed on 145th Place. (refer to audio)

ITEMS FOR SEPARATE ACTION**2025-0739 Request for Proposal for Sub-Area Plan Consulting Services**

The Development Services Department is seeking proposals from a qualified planning, urban design, and market analysis team to prepare sub-area plans for the following areas:

- Old Orland Historic District
- Gateway to LaGrange District
- I-80 Employment Corridor
- Harlem Avenue Corridor

These subarea plans are part of the Village's Comprehensive Plan Update undertaking.

Development Services Director Steve Marciani presented information regarding this matter. (refer to audio)

President Dodge had comments. (refer to audio)

Discussion Only

This item was for discussion only. NO ACTION was required.

2025-0786 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 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.

Development Services Director Steve Marciani presented information on this matter. (refer to audio)

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

Development Services Director Marciani responded to Trustee Milani. (refer to audio)

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

Trustee Healy had questions. (refer to audio)

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

Trustee Lawler made comments and had questions. (refer to audio)

Development Services Director Marciani responded to Trustee Lawler. (refer to audio)

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

Development Services Director Marciani responded to Trustee Katsenes. (refer to audio)

Trustee Leafblad made comments. (refer to audio)

Development Services Director Marciani responded to Trustee Leafblad. (refer to audio)

Trustee Lawler had questions. (refer to audio)

Development Services Director Marciani and Village Manager Koczwara responded to Trustee Lawler. (refer to audio)

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

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

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

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

President Dodge made comments and had questions. (refer to audio)

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

President Dodge made comments and had questions. (refer to audio)

Development Services Director Marciani responded to President Dodge. (refer to audio)

Trustee Lawler made comments and had questions. (refer to audio)

Development Services Director Marciani responded to Trustee Lawler. (refer to audio)

President Dodge made comments. (refer to audio)

Village Manager Koczwara had comments. (refer to audio)

I move to recommend adopting a Resolution 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 M. L. Leafblad, seconded by Trustee Lawler, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

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

Nay: 2 - Trustee Healy, and Trustee Nelson Katsenes

2025-0800

Attorney Jessica Sisler from the law firm of Ottosen, DiNolfo, Hasenbalg & Castaldo was present to provide a presentation to Board Members regarding prohibited activities. A similar presentation will also be provided to all staff.

Village Manager George Koczwara introduced the presenter. (refer to audio)

President Dodge made comments. (refer to audio)

Attorney Sisler gave a presentation on the matter. (refer to audio)

President Dodge asked a question. (refer to audio)

Attorney Sisler responded to president Dodge. (refer to audio)

Trustee Leafblad had questions. (refer to audio)

Attorney Sisler responded to Trustee Leafblad. (refer to audio)

Trustee Katsenes had questions. (refer to audio)

President Dodge responded to Trustee Katsenes. (refer to audio)

Trustee Katsenes had questions. (refer to audio)

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

Trustee Katsenes had questions. (refer to audio)

Village Attorney Keri-Lyn Krafthefer from Ancel Glink responded to Trustee Katsenes. (refer to audio)

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

Village Attorney Krafthefer responded to Trustee Healy. (refer to audio)

This item was for discussion only. NO ACTION was required.

2025-0788 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.

Trustee Leafblad made a motion to remove the item from the table and bring it up for discussion, Trustee Katsenes seconded. All were in favor. (refer to audio)

Attorney Jessica Sisler from the law firm of Ottosen, DiNolfo, Hasenbalg & Castaldo presented information regarding this matter. (refer to audio)

Village Attorney Keri-Lyn Krafthefer from Ancel Glink had questions. (refer to audio)

Attorney Sisler responded to Attorney Krafthefer. (refer to audio)

Trustee Healy had questions. (refer to audio)

Attorney Sisler responded to Trustee Healy. (refer to audio)

President Dodge had comments. (refer to audio)

Trustee Healy had questions. (refer to audio)

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

Trustee Lawler had questions. (refer to audio)

Attorney Sisler responded to Trustee Lawler. (refer to audio)

Trustee Katsenes had questions. (refer to audio)

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

Trustee Milani had questions. (refer to audio)

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

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

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

President Dodge had comments. (refer to audio)

Trustee Katsenes had questions. (refer to audio)

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

I move to recommend adopting an Ordinance 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 RECOMMENDED FOR APPROVAL to the Board of Trustees. 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 President Dodge Jr.

Nay: 0

NON-SCHEDULED CITIZENS & VISITORS FOR PUBLIC COMMENT ON ITEMS RELEVANT TO VILLAGE BUSINESS

Resident Bill Goodwin addressed the Committee regarding a sidewalk installation on 145th Place. (refer to audio)

Michael Sipple addressed the Committee regarding the hiring of the Outreach Coordinator. (refer to audio)

ADJOURNMENT

A motion was made by Trustee Nelson Katsenes, seconded by Trustee Milani, 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 President Dodge Jr.

Nay: 0

2025-0811 Audio Recording for the October 6, 2025 Committee of the Whole Meeting

NO ACTION

/BC

Respectfully Submitted,

Mary Ryan Norwell, Village Clerk

Alexandra Snodsmith, Deputy Clerk