VILLAGE OF ORLAND PARK

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

Meeting Minutes

Monday, March 17, 2025

7:00 PM

Village Hall

<u>Board of Trustees</u>

CALL TO ORDER/ROLL CALL

Present: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski and Village President Pekau

VILLAGE CLERK'S OFFICE

2025-0207 Approval of the March 3, 2025, Regular Meeting Minutes

The Minutes of the Regular Meeting of March 3, 2024, were previously distributed to the members of the Board of Trustees. President Pekau 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 March 3, 2025.

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS

2025-0223 Community Pride Award - D230 Girl's Wrestling Team

Mayor Pekau presented Community Pride Awards to the D230 Girls Wrestling team for winning the State Finals Championship. (refer to audio)

This item was a presentation. NO ACTION was required.

2025-0224 Community Pride Award - 2024 D230 Boys Wrestling Team State Qualifiers

Mayor Pekau presented Community Pride Awards to the D230 Wrestlers who competed at the Boy's State Wrestling Finals.

This item was a presentation. NO ACTION was required.

ACCOUNTS PAYABLE

2025-0228 Accounts Payable March 4, 2025, through March 17, 2025 - 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 March 4, 2025, through March 17, 2025, in the amount of $3,253,785.88.

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

CONSENT AGENDA

Passed the Consent Agenda

A motion was made by Trustee Milani, seconded by Trustee Kampas, to PASS THE CONSENT AGENDA, including all the following items marked as having been adopted on the Consent Agenda. The motion carried by the following vote:

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2025-0229 Payroll for February 28, 2025 - 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 February 28, 2025, in the amount of $1,636,656.93.

This matter was APPROVED on the Consent Agenda.

2025-0213 Crystal Tree Subdivision Water Main Replacement and Relining Engineering - Proposal

The Crystal Tree Subdivision was developed in phases in the early through mid-1980’s. The water mains were installed using ductile iron pipes, while current standard is ductile iron pipe with a polyvinyl wrap or water main-quality C900 PVC plastic pipe.

In 2013 and 2019, the Village replaced and relined the water mains in the western half of the Crystal Tree Subdivision, due to the deterioration of the water mains in that area. There were numerous breaks and leaks that were very disruptive to the residents of that subdivision. Public Works were repairing those mains weekly.

Over the last forty (40) years of service, the water mains in the eastern section of Crystal Tree have corroded the exterior of the pipe, which has started to cause numerous water main breaks and leaks. Public Works has determined that replacing and/or lining these older ductile iron pipes needs to be done now to curtail the level of numerous breaks and leaks that occurred in the western half of Crystal Tree back in 2013.

Due to the size of the project, the project will be spread over the course of two (2) construction seasons, 2026 and 2027.

Public Works sent a request for proposals (RFP) for project design and construction oversight to the five (5) civil engineering firms from the designated prequalified consultants. Proposals were requested to be broken down over the next two (2) years. Staff received four (4) proposals of the five (5) requested. A summary of the proposals is below.

Christopher B. Burke Engineering of Rosemont, Illinois - $263,070.00
V3 Companies of Woodridge, Illinois - $264,987.00
Baxter & Woodman of Mokena, Illinois - $305,000.00
Thomas Engineering Group of Aurora, Illinois - $368,972.23

Engineering for the project will begin in 2025 for the 2026 construction season. Oversight of the project will be done in the 2026 and 2027 construction season.

All four (4) proposals included the same scope of work. Christopher B. Burke Engineering, the lowest bidder, has extensive experience working with the Village on water main lining projects.

I move to waive the competitive bidding process in favor of a solicitation of competitive proposals;

AND

Approve the proposal from Christopher B. Burke Engineering of Rosemont, Illinois for engineering and construction oversight for an amount of $263,070.00 for the project, plus a 4% contingency of $10,520.00, for a total not to exceed cost of $273,590.00;

AND

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

AND

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

This matter was APPROVED on the Consent Agenda.

2025-0193 Henderson FSH™ V-box Spreaders Purchase

Henderson offers state-of-the-art snow and ice plow packages with updated user controls and body versatility. The frame mounted V-boxes utilize corrosion resistant stainless steel for extended usable life. To ensure safe operation of the vehicles, up-fit packages include high visibility emergency lighting packages and multiple cameras.

Since FY 2023, the Village has taken delivery of six (6) total trucks upfitted with this specified equipment and setup. Standardizing the Village snow and ice equipment has ensured safe operation of the equipment while minimizing employee training.

The previous six (6) trucks were specified with stainless steel dump beds with slip in V-boxes. The dump bodies are utilized throughout the year to support Public Works projects. The current fleet of dump bodies meets the needs of the Village and the 2025 truck replacements do not require a dump bed. A frame-mounted V-box spreader removes the dump bed from the build, and provides a savings of $40,000.00 per unit. With the rear hitch plate, the trucks will be used as traffic attenuator trucks and to tow the Village’s air brake trailers when not being used for snow and ice.

Two (2) Peterbilt 548 chassis trucks are scheduled for mid-2025 delivery. These two (2) trucks will be up-fitted with the frame mounted V-box and plow package.

Staff recommends utilizing the National Purchasing Partners contract PS22170 and proceeding with the purchase and installation of two (2) Henderson FSH™ V-box spreader with plow packages for the single axle Peterbilt 548s at the National Purchasing Partners discounted price of $117,109.00 each, for a total of $234,218.00.

I move to approve the waiver of the competitive bid process in lieu of participation in joint purchasing cooperative National Purchasing Partners pursuant to contract PS22170 and authorize the approval and execution of a vendor contract with Henderson Products of Huntley, Illinois, for the purchase and installation of two (2) Henderson FSH™ V-box spreaders with plow packages, based on Henderson Products’ proposal dated February 18, 2025, for a total not to exceed cost of $234,218.00;

AND

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

This matter was APPROVED on the Consent Agenda.

2025-0194 RFQ 25-016 - Ecological Restoration Contractor Services

The Village's Basin Best Practices Program was initiated in 2011, at which point two (2) pre-qualified contractors, Pizzo & Associates and V3 Construction Group, were awarded shoreline restoration and stewardship project contracts. On January 17, 2020, in the interest of expanding the pool of pre-qualified contractors to ensure the Village was receiving the highest quality service at the most competitive price, the Village issued Request for Qualifications (RFQ) 20-004 "Ecological Restoration Contractor Services" (see 2020-0171). At that time, the Village selected and entered into Master Service Agreements (MSAs) with four (4) qualified contractors for these services, including Pizzo & Associates, V3 Construction Group, Stantec Consulting Services, and Davey Resource Group. The management of Ecological Restoration Contractor (ERC) Services has been primarily under the direction of the Public Works Department

As the existing Ecological Restoration Contractor Services MSAs were in need to renewal, RFQ 25-016 was issued on February 4, 2025, with the goal of reviewing the current qualifications of the four (4) current ERCs as well as determining if additional ecological restoration contractors were interested in participating in this type of work for the Village. The intent of RFQ 25-016 was the same as the RFQ 20-004, which was to establish a pre-qualified group of ERCs to solicit proposals for various Village ecological restoration projects and work including but not limited to tree plantings and removals, slope re-grading and stabilization, erosion control, native plug and seed plantings, prescribed burns, and multi-year maintenance stewardships.

The majority of ERC work will be performed at the one hundred ninety (190) Village-owned storm water basin shorelines, although other ecological restoration installation and maintenance projects involving prairie, wetland, woodland, or other similar projects are also included in the scope of work. Examples of this type of project include the restoration of Humphrey Woods or the maintenance of the twenty (20) acre prairie at Stellwagen Farm.

By the submission deadline for RFQ 25-016 on February 24, 2025, the Village had received the following five (5) qualifying submissions:

- Stantec Consulting Services Inc.
- Davey Resource Group Inc.
- Pizzo and Associates Ltd.
- V3 Companies of Illinois Ltd. (aka V3 Companies of Illinois, Ltd.)
- Baxter & Woodman Natural Resources LLC

A Selection Committee of four (4) Public Works staff members were chosen to evaluate submittal and recommend a list of ERCs to the Village Board for approval. The Selection Committee used the scope of services and review criteria outlined in the RFQ to evaluate each submission. An interview was conducted on March 4, 2025, with representatives from Baxter & Woodman Natural Resources, with whom Public Works had not previously worked before. As Public Works was very familiar with the other four (4) companies, interviews were determined to not be necessary.

For clarification purposes, it should be noted V3 Construction Group, Ltd. is a wholly owned subsidiary of V3 Companies of Illinois, Ltd. and can execute work under either entity name. The previous MSA, which is currently tied to ongoing ERC projects, was with V3 Companies of Illinois, Ltd., and as such that name will be used for this new MSA.

Ultimately, the Selection Committee determined that each of the five (5) contractors demonstrated the ability and qualifications to successfully complete the full range of projects required by a Village ERC. As such, the Selection Committee recommends Stantec Consulting Services Inc., Davey Resource Group Inc., Pizzo & Associates Ltd., V3 Companies of Illinois Ltd. and Baxter & Woodman Natural Resources LLC as pre-qualified ERCs. If approved, MSAs would be established with each of these contractors for a period of three (3) years (2025-2027) with the option to extend for an additional two (2) years (2028-2029).

I move to approve and authorize the execution of a Master Services Agreement between the Village of Orland Park and Stantec Consulting Services Inc. for Ecological Restoration Contractor Services associated with ecological restoration projects and work including but not limited to tree plantings and removals, slope re-grading and stabilization, erosion control, native plug and seed plantings, prescribed burns, and multi-year maintenance stewardships for three (3) years (2025-2027), with the option to extend for two (2) additional years (2028-2029);

AND

Move to approve and authorize the execution of a Master Services Agreement between the Village of Orland Park and Pizzo & Associates, Ltd. for Ecological Restoration Contractor Services associated with ecological restoration projects and work including but not limited to tree plantings and removals, slope re-grading and stabilization, erosion control, native plug and seed plantings, prescribed burns, and multi-year maintenance stewardships for three (3) years (2025-2027), with the option to extend for two (2) additional years (2028-2029);

AND

Move to approve and authorize the execution of a Master Services Agreement between the Village of Orland Park and Davey Resource Group, Inc. for Ecological Restoration Contractor Services associated with ecological restoration projects and work including but not limited to tree plantings and removals, slope re-grading and stabilization, erosion control, native plug and seed plantings, prescribed burns, and multi-year maintenance stewardships for three (3) years (2025-2027), with the option to extend for two (2) additional years (2028-2029);

AND

Move to approve and authorize the execution of a Master Services Agreement between the Village of Orland Park and V3 Companies of Illinois, Ltd. for Ecological Restoration Contractor Services associated with ecological restoration projects and work including but not limited to tree plantings and removals, slope re-grading and stabilization, erosion control, native plug and seed plantings, prescribed burns, and multi-year maintenance stewardships for three (3) years (2025-2027), with the option to extend for two (2) additional years (2028-2029);

AND

Move to approve and authorize the execution of a Master Services Agreement between the Village of Orland Park and Baxter & Woodman Natural Resources, LLC for Ecological Restoration Contractor Services associated with ecological restoration projects and work including but not limited to tree plantings and removals, slope re-grading and stabilization, erosion control, native plug and seed plantings, prescribed burns, and multi-year maintenance stewardships for three (3) years (2025-2027), with the option to extend for two (2) additional years (2028-2029);

AND

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

This matter was APPROVED on the Consent Agenda.

2025-0196 2025 Spring Tree Planting Project

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

Additionally, to increase the number of pre-qualified contractors who could bid on Village tree planting projects, RFP 21-001 for Landscape Maintenance and Management included a provision for the planting of trees. The contract for this service was awarded and is currently held by Christy Webber and Company.

On February 18, 2025, contractors were issued a “2025 Spring Tree Planting

List". This list detailed the quantity, species, size (caliper), and location within Village parkways where three hundred and thirty-nine (339) new trees are to be planted. The planting list was compiled by the Village Forester in collaboration with feedback from Village residents and data from the Village's 2024 Tree Assessment and Inventory.

By the close of the proposal period on March 5, 2025, three (3) contractors had submitted proposals. A summary of the proposal prices is provided below:

The Davey Tree Expert Company: $169,500.00
Mid-America Tree and Landscape, Inc.: $171,195.00
Christy Webber Landscapes: $213,770.00
V3 Companies: Opted to Not Submit a Proposal
Smitty's Tree Service: Opted to Not Submit a Proposal
Winker Tree and Lawn Care: Opted to Not Submit a Proposal
Homer Tree Care: Opted to Not Submit a Proposal

Based on proposal pricing, staff recommends accepting the proposal from Davey Tree Expert Company for $169,500.00 plus a 10% ($16,950.00) contingency for a total project cost of $186,450.00. Contingency is requested to address change orders made necessary by circumstances not reasonably foreseeable at the time of Board approval.

I move to waive the competitive bidding process in favor of solicitation of competitive proposals and approve and authorize the execution of a Contractor Agreement between the Village of Orland Park and The Davey Tree Expert Company as the lowest cost qualified responsive proposal for the 2025 Spring Tree Planting Project for a cost of $169,500.00 plus a 10% contingency of $16,950.00 for a total not-to-exceed cost of $186,450.00;

AND

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

AND

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

This matter was APPROVED on the Consent Agenda.

2025-0198 Rock Salt - Certificate of Authority by Vote and Rock Salt Purchase

The proposed 2026 Fiscal Year Budget is anticipated to include funds for the purchase of rock salt for snow fighting operations through the early months of January, February, and March, while also providing salt for any end of year events in November and December.

Rock salt has traditionally been purchased utilizing the State of Illinois Rock Salt Joint Purchasing program. The State solicits interest in this program mid-year across Illinois municipalities. Larger participation should result in better competitive pricing, but factors such as weather, salt availability, contractor availability, and fuel prices play a part. The Village is committed to purchasing two thousand five hundred (2,500) tons of rock salt, with the understanding that a minimum of 80% is required per the contract. An additional 20% may be purchased at the contract price. Any additional rock salt above this amount is negotiable.

At this time, the State contract price has not been determined, nor has it been solicited. However, due to the potential dollar amount exceeding the $25,000.00 threshold, the State of Illinois requires a Certificate of Authority Vote to be taken, documented, and executed by the Village Board. The Village of Orland Park can't place a salt order for 2026 until a "Certificate of Authority Vote" has been taken.

Public Works Staff recommends utilizing the State of Illinois Rock Salt Purchasing Contract with the State of Illinois with an approved contractor/vendor of their choice, for the purchase of two thousand five hundred tons of rock salt. This is with the understanding, that a minimum purchase of 80% is required per the contract. An additional 20% may be purchased at the contract price. Any additional rock salt above this amount is negotiable.

I move to authorize the Certificate of Authority;

AND

Authorize the Purchase of Rock Salt from the 2026 State of Illinois Rock Salt Purchasing contract;

AND

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

This matter was APPROVED on the Consent Agenda.

2025-0199 Village Hall HVAC Improvement Project - Phase 2 - Trane Turnkey

The Orland Park Village Hall, which was constructed in 1988, houses six (6) Village departments and approximately seventy-five (75) Village staff. While several facility improvements have been completed recently, including Board Room and office renovations, life safety and security upgrades, soffit and window repairs, and general aesthetics improvements, many other important building systems, including mechanical and HVAC systems, are original to the building.

Based on recommendations from the "2021 Facilities and Operations Master Plan", the Public Works Department worked with a consultant to complete the “Village Hall HVAC Study” in 2023. The goal of the study was to further evaluate the existing Village Hall heating, ventilation, and air-conditioning (HVAC) systems, and provide recommendations for upgrades. The study recommended a multi-phased (two-year) project approach that would result in better operational efficiencies, improved indoor air quality, higher level of occupant comfort, and increased reliability. Ultimately, this would require an extensive level of effort, including the replacement of existing boilers and RTUs, a reconfiguration of the hot water distribution, control upgrades, and improvements to occupant zoning.

As such, in 2023 the Public Works Department reached out to Trane, Inc., which offers “Turnkey Contracting and Engineering” HVAC solutions utilizing OMNIA Cooperative Contract (#3341), a joint purchasing cooperative. It should be noted that this same approach was utilized for the “Main Pumping Station Facility Improvement Project” in 2022, which came in under budget and on time.

Engineers from Trane subsequently visited Village Hall with Public Works Facility staff members to investigate the building’s mechanical and HVAC systems. In agreement with the Village Hall HVAC Study, Trane proposed a two-phase approach to the abovementioned issues. Phase 1, which is scheduled for completion in 2025, includes the replacement of the two (2) existing boilers with high efficiency condensing boilers and associated mechanical equipment. Phase 2, which includes the replacement of existing four (4) RTUs, ductwork, humidification/piping modifications, and VAV/control upgrades, is proposed to be designed in 2025 and completed in 2026. It should be noted that Phase 1 was approved by the Village Board on December 2, 2024 (see 2024-0854) and construction is scheduled to begin in the Fall, 2025.

Phase 2
A cost estimate for the design and construction work associated with Phase 2 of the Village Hall HVAC Improvement Project is complete and now being presented to the Board for review/approval. The next step in the Trane Turnkey process is for the Village to approve a Letter of Commitment to Trane, Inc. for desired scopes of work. The Letter of Commitment authorizes Trane to move to the Proposal Stage, in which Trane would complete a full set of project design plans and provide the Village with a cost proposal for the execution of those plans based on OMNIA Racine Contract #3341.

A summary of the project cost estimates is provided below:

Village Hall Phase 2 Design Proposal: $47,850.00
Village Hall Phase 2 Design/Construction Cost Estimate: $3,540,000.00

As part of the Letter of Commitment for Phase 2, which is attached to the Board Packet for review, the

Village would commit to reimburse Trane for the engineering costs of $47,850.00 associated with the design plans if project does not move forward with using Trane after the Proposal Stage. As the Village would own the engineering documents developed by Trane, should the Village opt to not move forward with Trane as the General Contractor for the project, the Village would be able to use those plans as bid documents. If the Village opts to move forward after the Proposal Stage with Trane, Inc. as the project General Contractor, then all associated engineering costs would be included in the stated proposal pricing. For a quick comparison, an A/E would usually charge at minimum 4% of construction cost or $141,600, which saves the Village approximately $100,000.00 in design fees.

Under this scenario, Trane, Inc. would act as the project engineer and general contractor, and the scope of work includes full construction management, mechanical / electrical / structural engineering, installation and subcontracting, material shipping and storage, and a one (1) year labor and materials warranty. As previously mentioned, this same approach was successfully utilized for the "Main Pumping Station Facility Improvement Project" in 2022.

Based on their initial scope estimates, the project cost estimate for the construction of Phase 2 is $3,540,000.00. During the design processes, opportunities to reduce this cost will be factored. Permission to proceed with the final Village Hall Phase 2 project plans and proposal from Trane, Inc. would require a separate review and approval by the Village Board of Trustees, which would occur after the 2026 budget review period is complete.

Funding for the construction of Phase 2 of the Village Hall HVAC Improvements is currently budgeted in the 5-Year Capital Budget in a total amount of $3,540,000.00 ($1,770,000.00 per year) over two years (2026-2027). Based on the actual feasibility of completing Phase 2 in a single year, an adjustment to the Capital budget may need to be requested.

I move to waive the competitive bidding in favor of approving the use of the cooperative purchasing contract OMNIA Partners Trane Racine #3341;

AND

Approve the "Letter of Commitment" for the Orland Park Village Hall Phase 2 - HVAC System Improvements with Trane, Inc. dated February 26, 2025;

AND

Approve an agreement with Trane for engineering costs not-to-exceed $47,850.00 associated with the Phase 2 design plans if the project does not move forward after the Proposal Stage;

AND

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

This matter was APPROVED on the Consent Agenda.

2025-0200 Lift Station Mini Split Heat System Project

Funds were budgeted in 2025 to address heating and cooling issues at the 131st Street, 151st Street, and Wedgewood Lift Stations. Lift stations are used to move wastewater from lower to higher elevation, particularly where the elevation of the source is not sufficient for gravity flow and/or when the use of gravity conveyance will result in excessive excavation depths and high sewer construction costs. As such, mechanical equipment located within these facilities must be protected from temperature extremes to ensure proper operational continuity. Existing HVAC systems in the 131st Street, 151st Street, and Wedgewood Lift Stations have proved inadequate and/or reached the end of their service life.

Accordingly, Public Works met with Midwest Mechanical Group, Inc. (“Midwest Mechanical”), to provide options to address these heating and cooling issues. Midwest Mechanical, who participate in the Omnia Partners cooperative program (Omnia Contract # 159053) subsequently provided a proposal for the design and installation of new mini split systems and associated equipment at all three (3) locations. The ductless mini split heat pump systems would provide a long-term and efficient heating and cooling solution for these sites.

A summary of the proposal submitted by Midwest Mechanical, is based on Omnia Partners Contract #159053, is provided below:

Lift Station Mini Split System Project
Total: $52,420.00

Based on price and company qualifications, staff recommends approving the proposal from Midwest Mechanical Group, Inc. for $52,420.00 for the Lift Station Mini Split System Project. A contingency is not requested for this project.

I move to approve the waiver of the competitive bid process in lieu of participation in joint purchasing cooperative Omnia Partners pursuant to Contract #159053 and authorize the approval and execution of a vendor contract with Midwest Mechanical Group, Inc. for the Lift Station Mini Split System Project based on Midwest Mechanical Group, Inc’s proposal 2025022500 dated February 24, 2025, for a total not-to-exceed contract price of $52,420.00;

AND

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

Attorney review;

AND

Allow the Village Manager to approve change orders related to the contract within authorized amounts.

This matter was APPROVED on the Consent Agenda.

2025-0219 Hey and Associates, Inc. - MSA for Landscape Architecture Services

The Public Works Department utilizes Hey and Associates, Inc. for a variety of landscape architecture services related to the design and construction administration of landscape, forestry, and ecological restoration projects, including site analysis, design development, construction documents, bidding assistance, and project management. Public Works is requesting to establish a Master Service Agreement (MSA) with Hey and Associates, Inc. for landscape architecture services for the years 2025-2027 with the option to extend for an additional two (2) years (2028-2029).

The Village generally establishes MSAs to promote consistency and ease of contracting so that terms and conditions do not need to be renegotiated each time a new proposal is requested from a specific vendor. Between 2019-2024, an MSA managed by the Development Services Department existed with Hey and Associates, Inc. for “Professional Architectural Services”. Although slightly different from an MSA, currently a Professional Services Contract for plan review services with Hey and Associates, Inc. is also managed by the Village’s Engineering Department.

Since 2019, Hey and Associates, Inc. has produced high quality work and provided excellent customer service to the Village. Staff from Hey and Associates, Inc. have been essential to the success of projects such as the Stellwagen Prairie Restoration, Humphrey Woods Restoration, Olde Mill Restoration, LaGrange Road Median Conversion, and Village Hall/Police Department Landscape Renovations projects. Founded in 1975, Hey and Associates, Inc. are a recognized leader in the landscape architecture field throughout the Chicagoland area. A summary of qualifications for Hey and Associates, Inc. has been provided for reference.

I move to approve and authorize the execution of a Master Services Agreement (MSA) between the Village of Orland Park and Hey and Associates for services related to design and review of landscape, forestry and ecological restoration projects; bidding assistance and project management; construction administration; project budgeting and scope review for three (3) years (2025-2027), with the option to extend for two (2) additional years (2028-2029);

AND

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

This matter was APPROVED on the Consent Agenda.

2025-0201 Facility Door Replacements - Village Hall and Utility Sites

Guided by the 2022 "Facilities Condition Assessment", the Public Works Department has been working to replace damaged doors and inoperable ADA controls throughout the Village. As such, Public Works requested a proposal from Midwest Mechanical Group, Inc. (“Midwest Mechanical”), who participate in the Omnia Cooperative program (Contract # 159053), to complete door replacements at several Water Utility Sites and Village Hall this year. It should be noted that Public Works received individual quotes for many of these same doors from other vendors, and pricing came in on average 10% higher than the proposals received by Midwest Mechanical.

Based on funding for door replacements in 2025, eight (8) doors at Village Hall and seven (7) doors at Water Utility sites were selected for replacement, for a total of fifteen (15) door replacements. Funding for additional door replacements will be requested for 2026.

The scope of work includes the removal and replacement of existing doors, door frames, door hardware, and ADA controls where applicable. The proposals submitted by Midwest Mechanical are based on pricing from Omnia Contract # 159053. Pictures showing the location of the door replacement areas are included in the project proposals, which are attached to the Board Packet for reference.

A summary of the proposal submitted by Midwest Mechanical, which are based on Omnia Partners Contract # 159053, is provided below:

Facility Door Replacements
Village Hall (8 Doors): $67,020.00
Utility Sites (7 Doors) $65,093.00
Total: $132,113.00

Based on price and company qualifications, staff recommends approving proposal from Midwest Mechanical Group, Inc., participating in the Omnia joint purchasing program, for $132,113.00. A 10% contingency of $13,211.30 is requested to address change orders made necessary by circumstances not reasonably foreseeable at the time the proposals are signed, for a total contract price not to exceed $145,324.30.

I move to approve the waiver of the competitive bid process in lieu of participation in joint purchasing cooperative Omnia Partners pursuant to Contract #159053 and authorize the approval and execution of a vendor contract with Midwest

Mechanical Group, Inc. for Facility Door Replacements - Village Hall and Utility Sites based on Midwest Mechanical Group, Inc's proposal 2025202601 dated February 28, 2025 for a total of $132,113.00 plus a $13,211.30 contingency for a total not-to-exceed contract price of $145,324.30;

AND

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

AND

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

This matter was APPROVED on the Consent Agenda.

2025-0221 Approval of the Board of Trustees Closed Session Minutes

I move to approve the minutes of closed session occurring on February 3, 2025.

This matter was APPROVED on the Consent Agenda.

2025-0203 Special Event Permit for Sterk Family Law Group Networking Event (250 people)

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

Sterk Family Law Group has submitted a Special Event permit request to host a multi-Chamber of Commerce business after hours networking event on Wednesday, May 21, 2025, at 11508 W. 183rd Place NW. An estimated 250 attendees are expected to attend. This will be an open-house (no tickets required) style networking event for local businesses to meet and network with each other. Tents, tables, chairs, port-o-potties, and hand-washing stations will be provided. Food will be catered by Papa Joe's and a liquor application will be submitted to the Mayor's office. Set up will be May 20, 2025, at 4:00 p.m. and tear down will be May 22, 2025, at 8:00 a.m.

I move to approve permitting the Sterk Family Law Group to host a multi-Chamber of Commerce business after hours networking event on Tuesday and Wednesday, May 21, 2025, contingent upon meeting all of the Village's permitting requirements, payment of fees, and inspections.

This matter was APPROVED on the Consent Agenda.

2025-0226 Therapy K9 Handler Agreement

On September 17, 2021, the Orland Park Police Department established a Therapy Dog Program to enhance community engagement and provide emotional support services. As part of this initiative, Rich Miller, a non-sworn member of the department, was selected as the handler for Leo, the department's therapy dog.

Since September 2021, Rich Miller has attended specialized therapy dog training and has remained responsible for Leo's ongoing care. His duties include, but are not limited to, feeding, grooming, exercising, walking, and training Leo to ensure the highest standards of service and well-being.

Throughout this period, Rich Miller has dedicated his time and personal resources to the care and maintenance of Leo without receiving compensation. His commitment to the success of the Therapy Dog Program and the well-being of both Leo and the community is recognized and greatly appreciated by the Orland Park Police Department.

I move to approve and authorize the Therapy K9 Handler Agreement between the Village of Orland Park and the current Therapy K9 handler Rich Miller;

AND

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

This matter was APPROVED on the Consent Agenda.

2025-0215 St. Michael's Youth Ministry End of the Year Picnic

St. Michael's Youth Ministry has submitted a request to host their end of the year picnic on Sunday, May 4, 2025, at the Doogan Park picnic pavilion. The event is for families of students in the Youth Quest groups. The event will include a mass celebration, followed by a cook-out. Attendance is expected to be approximately 100 people. If the weather is not suitable the event will be moved to the school's gymnasium. Renovation work at Doogan Park is not expected to begin until early June.

I move to approve permitting the St. Michael Youth Ministry to host an end of the year picnic at the Doogan Park Pavilion on Saturday, May 4, 2025, from 12 p.m.- 6 p.m. contingent upon meeting all Village permitting requirements and payment of fees.

This matter was APPROVED on the Consent Agenda.

PUBLIC WORKS

2025-0220 2025 Asphalt Pavement Patching (Reissue) - Bid Award - ITB 25-018

The 2025 Asphalt Pavement Patching project comprises the required maintenance upkeep for a large amount of asphalt roadway patching at various spot-locations throughout the village.

For 2025, Staff has been collecting asphalt patch locations throughout the Village to be provided for this work. The bid documents provided asphalt patch quantity estimates for the vendors to bid on.

An invitation to bid for the 2025 Asphalt Pavement Patching project was published on BidNet Direct on February 7, 2025. BidNet data indicates one hundred twenty-two (122) vendors were matched for this bid, and eleven (11) vendors downloaded all documents for the bid. On February 25, 2025, at 11:00am, four (4) sealed bids were opened by the Clerk’s Office for this project. The 25-018 Bid Compliance Summary sheet attached to the Board Packet shows details of the bids for reference, and a summary of lump sum bid amounts is below:

McGill Construction LLC of Frankfort, Illinois - $399,900.00
Advantage Paving Solutions Inc. of Joliet, Illinois - $451,250.00
Lindahl Brothers, Inc. of Bensenville, Illinois - $471,975.00
M & J Asphalt Paving Company, Inc. of Cicero, Illinois - $545,375.00

McGill Construction LLC of Frankfort, Illinois, is identified as the lowest responsible bidder for the 2025 Asphalt Pavement Patching project, with a submitted project cost of $399,900.00. Therefore, it is staff's recommendation that McGill Construction LLC of Frankfort, Illinois be awarded the project for the 2025 Asphalt Pavement Patching project for $399,900.00. A contingency of $75,000.00 is requested to address change orders made by additional work identified by staff, for a total project cost of $474,900.00. Additional work may include pavement patches due to deteriorating road conditions identified or by open cuts made for utility repairs.

I move to approve and authorize the execution of a Contractor Agreement between the Village of Orland Park and McGill Construction LLC of Frankfort, Illinois as the lowest cost qualified responsive bid for ITB 25-018 - 2025 Asphalt Pavement Patching project for a total not to exceed cost in an amount not-to-exceed cost of $474,900.00 ($399,900.00 plus a $75,000.00 contingency);

AND

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

AND

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

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

Aye: 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

Abstain: 1 - Trustee Kampas

DEVELOPMENT SERVICES

2025-0217 Ashburn Corner - Final Landscape Plan Approval

Ashburn Corner is a residential planned development consisting of 6 single-family lots under R-3 Residential District zoning. The Village Board approved the project on May 7, 2007 (Case No. 2004-0570), and the annexation and Final Plat of Subdivision in October of 2007 (Case No. 2007-0432).

However, no ordinance was approved for the site plan or landscape plan at that time. Under the Land Development Code in effect during the original approval, the Board of Trustees was required to approve the final landscape plans before an ordinance could be passed. This case seeks to resolve the outstanding landscape plan approval.

Previous Village Board Approvals (2007)
The Ashburn Corner subdivision was granted the following Village Board approvals in 2007:

1. Approval for annexation of the 5-acre parcel at the southwest corner of 153rd Street and 108th Avenue.

2. Approval to rezone the 5-acre parcel at the southwest corner of 153rd Street and 108th Avenue from E-1 Estate Residential to R-3 Residential, upon annexation.

3. Approval of the following variances for this development: a reduction in the wetland setback from the required 50-feet to 25-feet, and a reduction in the detention setback from the required 25-feet to 15-feet.

4. Approval of a Subdivision consistent with the Preliminary Plan titled, "Ashburn Corner Subdivision - Preliminary Plan," prepared by KDC Consultants Inc., June 28, 2004, last revised April 23, 2007.

5. Approval of a Site Plan entitled, "Ashburn Corner Subdivision - Preliminary Plan," prepared by KDC Consultants Inc., June 28, 2004, last revised April 23, 2007, Project No. 04-04-023, Page 1 of 1, subject to the following conditions:

Condition #1: Submission of a Record Plat of Subdivision to the Village for recording (This condition was completed on April 23, 2008).

Condition #2: That a Landscape Plan based on final engineering drawings that meets code requirements is submitted for separate review and Board approval within 60 days of final engineering approval (Fulfilled within the required timeframe, but required extensive revisions to meet Land Development Code requirements and receive staff approval.).

Requested Approvals and Current Status
The final Ashburn Corner landscape plan has received staff recommended approval is now ready for Village Board consideration, completing the outstanding condition of approval from 2007.

This landscape plan is now before the Board of trustees for consideration. Following the motion for the approval of the Ashburn Corner Landscape Plan, Case No. 2025-0218 will pass the Ordinance for the final approval of the Ashburn Corner development.

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

Director of Development Services Steven Marciani and Director of Engineering Khurshid Hoda responded to Trustee Milani and President Pekau. (refer to audio)

Trustee Milani had comments. (refer to audio)

Director Marciani responded to Trustee Healy. (refer to audio)

President Pekau had a question. (refer to audio)

Trustee Milani had comments. (refer to audio)

Village Attorney Dennis Walsh responded to President Pekau. (refer to audio)

Trustee Healy had a comment. (refer to audio)

President Pekau responded to Trustee Healy. (refer to audio)

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

President Pekau and Director Marciani responded to Trustee Riordan. (refer to audio)

Trustee Healy had comments. (refer to audio)

Trustee Katsenes had questions. (refer to audio)

Director Hoda and President Pekau responded to Trustee Katsenes. (refer to audio)

Trustee Katsenes had comments. (refer to audio)

President Pekau had comments. (refer to audio)

Attorney Walsh had comments. (refer to audio)

Trustee Riordan had comments. (refer to audio)

President Pekau responded to Trustee Riordan's comments. (refer to audio)

Trustee Milani had a question. (refer to audio)

President Pekau responded to Trustee Milani. (refer to audio)

I move to approve the landscape plan titled ‘Ashburn Development Planting Plan - Trees and Shrubs,’ prepared by Gregory Pierceall, dated October 28, 2024.

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

Aye: 5 - Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 2 - Trustee Healy, and Trustee Nelson Katsenes

2025-0218 Ashburn Corner - Final Ordinance

Ashburn Corner is a previously approved six-lot residential subdivision in the R-3 Residential District on a 5-acre site at 153rd Street and 108th Avenue. The Village Board approved the project and annexation in 2007, but no ordinance was granted as final engineering and landscape plans were not completed at that time. The site remains undeveloped and is platted for six single-family lots, a stormwater management parcel, and a roadway dedicated to the Village.

May 7, 2007: The Village Board approved the preliminary plans and variances for Ashburn Corner (Case No. 2005-0392).

October 1, 2007: The Village Board approved an ordinance annexing the 5-acre Ashburn Corner site (Ordinance 4272) and passed an annexation agreement.

October 17, 2007: The Village Board approved the Plat of Subdivision (Case No. 2007-0432), which was recorded by the Cook County Recorder’s Office on April 23, 2008.

February 27, 2023: The petitioner received final engineering approval from the Engineering Department, meeting current MWRD regulations. A landscape plan was also submitted but required multiple revisions. The final plan with Staff recommended final approval is scheduled for the March 17, 2025, Board of Trustees agenda (Case No. 2025-0217).

February 2025 - Present: Prior to final landscape plan approval, the petitioner was cited for unauthorized tree removal and site grading. The petitioner has since paid the $31,200 tree mitigation fee and is currently appealing a $50,000 MV citation fine in Circuit Court.

Project Summary
The subdivision is currently platted with access from 153rd Street to the north, with an eventual connection to nearby subdivisions at the southwest corner of the property. The north-south internal street would eventually connect to Jillian Court, which passes through Ashburn Court Phase I and Phase II subdivisions to the west. The 2007 plan shows a rough sketch of a potential future development of the adjacent 5-acre property to the south. For now, residents of this subdivision will have a single point of access off 153rd Street.

Stormwater Management
The discharge from the detention pond passes into the wetland / floodplain area at the southeast corner of the property. Both preliminary and final engineering have been approved by engineering staff, and the plan complies with current MWRD stormwater management requirements.

R-3 Residential Zoning Requirements
The Ashburn Corner subdivision meets all R-3 Residential District zoning requirements, with a density of two dwelling units per acre. The development received Board approval for two variances:

1. Reducing the wetland buffer from 50 feet to 25 feet
2. Reducing the detention area setback from 25 feet to 15 feet

Building setbacks, height, and lot coverage standards will be reviewed with each future home's building permit and must meet the R-3 Residential District requirements.

Substantial Conformance
Overall, the plan remains in substantial conformance with the 2007 preliminary plan while meeting current updated Landscape Code and MWRD requirements. The current plan includes two minor additions within the common open space

area:

1. Basketball court
2. Gazebo

Both proposed amenities will require separate Appearance Review approvals and permits before construction.

Trustee Milani made a motion to amend the motion to add "contingent on resolution of the municipal violation". The motion failed for lack of a second. (refer to audio)

Regarding Case number 2025-0218, also known as Ashburn Corner - Final Ordinance, I move to adopt Ordinance 5992, entitled: ORDINANCE APPROVING A FINAL SITE PLAN AND LANDSCAPE PLAN- ASHBURN CORNER (153RD STREET AND 108TH AVENUE).

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

Aye: 4 - Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 3 - Trustee Healy, Trustee Nelson Katsenes, and Trustee Milani

2025-0227 SB Friedman Development Advisors as needed Consulting Services 2025 - Orland Square Mall

SB Friedman has and continues to assist the Village in various economic development matters. Key areas of work include, forecasting incremental property tax revenue, forecasting sales tax revenue, forecasting business district sales and/or hotel tax revenues, reviewing developer pro formas and requests for Village financial support, providing term sheet, economic incentive agreement and/or redevelopment agreement negotiation support and participating in calls with Village and developers. Staff is requesting to continue the ongoing engagement for an hourly as needed services agreement with SB Friedman.

SB Friedman provided an engagement letter outlining the staff hourly rates for 2025. The services will help the Village attract an anchor tenant to Orland Square Mall. The fees in the proposed agreement will not exceed $30,000.

President Pekau and Director of Engineering Khurshid Hoda had comments. (refer to audio)

Trustee Healy had comments. (refer to audio)

President Pekau responded to Trustee Healy's comments. (refer to audio)

Trustee Healy had additional comments. (refer to audio)

President Pekau responded to Trustee Healy and had comments. (refer to audio)

I move to approve the agreement with SB Friedman Development Advisors for hourly as needed consulting services not to exceed $30,000;

AND

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

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 Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2025-0231 Orland Square Mall Inducement Resolution

The Village intends to conduct a Tax Increment Financing (TIF) eligibility study for the area known as the Orland Square Mall. The former Sears anchor, at 2 Orland Square Drive, has been vacant for approximately 7 years. The Village has been approached by Dick’s Sporting Goods Inc. who intend to redevelop the vacant commercial space. The resolution attached to the Board Packet is being passed to induce the redevelopment as it appears this could not occur without the adoption of a tax increment financing plan.

The resolution does not obligate the Village to create a TIF District, however it is intended to induce Dick’s Sporting Goods Inc. to pursue plans for redevelopment and to provide for the potential reimbursement of the Village’s Potential Eligible Costs and the developer’s Potential Eligible Costs in the event a TIF District is created.

President Pekau had comments. (refer to audio)

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

President Pekau responded to Trustee Riordan and had comments. (refer to audio)

Trustee Riordan had additional comments. (refer to audio)

President Pekau had comments. (refer to audio)

Trustee Katsenes had a question. (refer to audio)

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

Trustee Katsenes had comments. (refer to audio)

President Pekau had comments. (refer to audio)

I move to adopt Resolution 2506, entitled: " INDUCEMENT RESOLUTION RELATING TO THE POSSIBLE ADOPTION OF TAX INCREMENT FINANCING FOR A POTENTIAL TIF DISTRICT (ORLAND SQUARE MALL - DICK'S SPORTING GOODS INC.)".

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

ENGINEERING

2025-0210 Resolution Authorizing And Approving A Commitment By The Village Of Orland Park For The 2025 "Invest In Cook" Grant Program (94th Avenue And 159th Street Intersection Safety Improvements)

The Village is applying for Invest in Cook ("IIC") funding from the Cook County Department of Transportation and Highways (CCDoTH) for Phase II Design Engineering of the 94th Avenue and 159th Street Intersection Safety Improvement. The Village is planning to advance Phase I Preliminary Design Engineering in 2025 using its own funds. If awarded, the IIC funds would be utilized in 2026 for Phase II Design Engineering.

As required by the funding program, the Village will be obligated to provide a one-to-one match to be eligible for the award. Phase II Design Engineering is an estimated $300,000 so the Village match would be $150,000.

I move to adopt Resolution 2507, entitled: RESOLUTION AUTHORIZING AND APPROVING A COMMITMENT BY THE VILLAGE OF ORLAND PARK FOR THE 2025 "INVEST IN COOK" PROGRAM (94TH AVENUE AND 159TH STREET INTERSECTION SAFETY IMPROVEMENTS).

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2025-0212 167th Street Multi-Use Path, Steeplechase Parkway to 104th Street, Phase II - Final Design Engineering Services, Contract Amendment #1, Change Order #4 and Addendum D

The Engineering Department is working on the Phase II design of the 167th Street Multi-Use Path. The path will complete a major east-west corridor in the Village's multi-use path network. The limits of the project are Steeplechase Parkway (entrance to the Grasslands Subdivision) east to 104th Avenue (northwest corner of the Orland Grasslands). The path will also connect to the recently completed 104th Avenue Multi-Use Path.

The Village's consultant, Civiltech Engineering, Inc., is currently working to obtain the necessary right-of-way agreements and appraisals. The construction is scheduled for late 2026.

As the project advanced through Phase II design, additional scope items are needed to complete the design and meet requirements from relevant government agencies, including Cook County Department of Transportation (CCDoTH) and the Illinois Department of Transportation (IDOT). The estimated cost for the additional engineering services listed below is $84,339.70.

- Retaining Walls and Revised Ditch Design
- Addition of Fiber Optic Conduits
- Steeplechase Parkway Revisions
- Bridge Bat Assessment
- Wetland Delineation Update
- Additional ADA Landings

I move to approve and authorize the execution of Contract Amendment #1, Change Order #4 and Addendum D to the Professional Services Agreement dated August 19, 2021 with Civiltech Engineering, Inc. of Itasca, Illinois for the 167th Street Multi-Use Path, Steeplechase Parkway to 104th Avenue, to increase the total not-to-exceed contract amount by $84,339.70 to $334,328.70 for the work outlined in the attached Amendment #1 proposal dated March 3, 2025;

AND

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

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2025-0222 Verizon Wireless Lease Agreement Amendment #1 for 13611 LaGrange Road

The Village has lease agreements with franchise utility companies who lease space on the Village's owned property for infrastructure equipment. On October 19, 2006, the Village entered into a lease agreement with Verizon Wireless to install future equipment located at 13611 LaGrange Road. Verizon is extending the lease agreement to November 30, 2049.

* Extension terms shall be $650.00 a month
* New Rent escalator shall be fifteen percent (15%) every 5 years (next increase on 12/1/2029)
* Additional Renewal Terms: Four (4) additional five (5) year renewal terms.

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

Director of Engineering Khurshid Hoda responded to Trustee Healy's questions. (refer to audio)

President Pekau had a question. (refer to audio)

Director Hoda responded to President Pekau. (refer to audio)

President Pekau entertained a motion to table this item to the next meeting. (refer to audio)

I move to approve the Verizon Wireless Lease Agreement Amendment #1 between the Village and Verizon Wireless for 13611 LaGrange Road;

AND

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

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

RECREATION AND PARKS

2025-0216 Service Sanitation Contract Reauthorization

On December 4, 2023, the village Board approved awarding a three-year contract PROFSRV1286394 for 2024, 2025 and 2026 to Service Sanitation to provide for the rental of portable restrooms at Village athletic field, school sites used by the Village and for special events for 2024, 2025 and 2026 with an option to extend the agreement to 2027 and 2028 at the per unit quoted price shown in Exhibit A (attached to the Board Packet).

The Recommended Action/Motion included the following language:
I move to approve awarding RFP #23-056 to Service Sanitation of Gary, IN for the rental of porta-potties at specified Village and School sites, and for Village special events for 2024, 2025 and 2026, with an option to extend the agreement to 2027 and 2028 at the per unit quoted price.

While the body of item (2023-0931) included a projected cost of $45,000 per year, that amount accounted for the base cost, call-out cost, and contingency for fixed-site usage and failed to account for special events and other as-needed usage, which was quoted only in the daily rate form.

As such, staff seek Board approval to reauthorize a restructured contract with Service Sanitation adding the specific amounts approved in the 2025 budget, and anticipated based on our current experience plus a 10% contingency to respond to unforeseen demands, vandalism, additional needs and cleanings for the rental of portable restrooms for Village Athletic fields and school sites and for the Taste of Orland Park, Village special events and at Village Heritage Sites.

The monthly per unit cost for athletic and school field and Village special events remain the same as detailed in Exhibit A, however, due to changes to the Market at the Park which may result in higher weekly attendance, staff anticipate that additional units will be needed for some events and have accounted for the same.

Additionally, staff will correctly charge Special Events accounts instead of the Athletics Division account for Special Events.

Annual projected expenses for 2025 are as follows:
-Athletics fields and school sites: $45,342.11 ($35,342.11 base / $10,000 additional cleaning services)
-Taste of Orland Park *$7,375.50
-Village Special Events: *$22,457.60
-Heritage Site: *$1,100.00
*Includes 10% contingency

Trustee Healy, President Pekau and Trustee Riordan had comments. (refer to audio)

I move to re-approve the waiver of competitive bidding in favor of the solicitation of competitive proposals and to approve and authorize the execution of a Professional Services Agreement between the Village of Orland Park and Service Sanitation of Gary, in as quoted in response to RFP #23-056 based on the quote dated January 30, 2025 for the Rental and Service of Portable Toilets for Village Athletic Fields and School Sites and Special Events in an amount not to exceed a total of $73,463.11 plus a contingency of $2,812.10 for a not-to-exceed total of $76,275.21 for each year 2025 and 2026 with the option to extend for two (2) additional years at a cost of $74,511.39 plus a contingency of $2,812.10 for 2027 and $75,559.68 plus a contingency of $2,812.10 in 2028, for a total not-to-exceed contract cost including option years of $308,245.70

AND

Authorize the Village Manager to approve change orders not to exceed the contingency amount;

AND

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

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2025-0234 Grant Agreement OS-25-2643 between the State of Illinois and the Village of Orland Park

The 2025 Capital Budget includes $1,510,394 for Phase II elements of Schussler Park. Publics Works has budgeted $250,000 for the playground and pavilion. The Recreation and Parks Athletics Division has earmarked funds for the half-basketball court and/or other Phase II elements.

The plan (attached to the Board Packet) includes an all-inclusive playground, half basketball court, pavilion, native plantings and site improvements.

Additionally, $125,000 is budgeted for Engineering Services.

RFP #25-023 has been issued to develop engineering documents for phase II.

In September 2024, staff applied for an Open Space Lands Acquisition and Development reimbursable grant through the Illinois Department of Natural Resources in support of the redevelopment of Schussler Park.

On December 16, 2024, staff learned the Village was awarded a $600,000 OSLAD in support of this project. The Village will be required to commit to, and expense $1.2M, of which $600,000 will be reimbursed.

The OSLAD grant will provide funding for the playground, half-basketball court and pavilion.

As a part of receiving the grant funding, the Village is required to complete and submit the Grant Agreement (attached to the Board Packet) between the State of Illinois and the Village of Orland Park. The Agreement includes the terms of the grant including Part One, Uniforms Terms, Articles I - XXII, and Exhibits A - E; Part Two, Grantor Specific Terms and Part Three, Project Specific Terms.

Staff seeks Board approval to enter in this agreement to begin the grant process.

Trustee Milani, Trustee Katsenes and President Pekau had comments. (refer to audio)

I move to approve to the Board of Trustees entering into Grant Agreement No. OS-25-2643 between the State of Illinois and the Village of Orland Park;

AND

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

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

FINANCE

2025-0225 Acceptance of the Fiscal Year 2023 Annual Comprehensive Financial Report

The Village of Orland Park Fiscal Year 2023 Annual Comprehensive Financial Report (ACFR) has been completed. This report is management's annual financial report to the taxpayers, Village Board, oversight bodies, investors and creditors of the Village. This report provides a historical picture of the Village’s financial status as of December 31, 2023, and activities for the year (January 1, 2023, to December 31, 2023). Our auditing firm, Sikich, has expressed that the Village’s financial statements present fairly, in all material respects, the financial position of the Village for the fiscal year ended December 31, 2023 (a “clean” opinion, the highest obtainable).

In addition, Public Act 98-0738 requires the auditor to perform the following within sixty days after the issuance of audited financial statements:

· Provide a copy of the management letter and audited financial statements to the Municipality’s Corporate Authorities. If the county or municipality maintains a website, these reports shall be posted to the website.

· Present the information from the audit to the Municipality's Corporate Authorities either in person or by a live phone or web connection during a public meeting.

This memo will provide an overview of three documents prepared or reviewed by Sikich:
· Annual Comprehensive Financial Report,
· Report to the Village Board of Trustees, Results of the 2023 Financial Statement Audit, including Required Communications, and
· Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards.

Upon acceptance, the Annual Comprehensive Financial Report and Management Letter will be published on the Village’s website and distributed as appropriate.

Annual Comprehensive Financial Report
The Annual Comprehensive Financial Report is a thorough, detailed presentation of the Village’s financial position and activities for the year. The 2023 Annual Comprehensive Financial Report was audited by Sikich. The Village received a “clean” opinion, the highest obtainable.

The Annual Comprehensive Financial Report is a valuable tool that enables Village officials and investors to make financial decisions from sound and timely information. The report provides an independently audited accounting of the financial condition of the Village. The Annual Comprehensive Financial Report contains a set of financial statements comprising the financial report of the Village that complies with the accounting requirements promulgated by the Governmental Accounting Standards Board (GASB). GASB provides standards for the content of an Annual Comprehensive Financial Report in its annually updated publication Codification of Governmental Accounting and Financial Reporting Standards. The Annual Comprehensive Financial Report is composed of three sections: Introductory, Financial and Statistical. It combines the financial information of fund accounting and Enterprise Authorities accounting.

Communication with those Charged with Governance and Management Letter
The Auditor's Report to the Village Board of Trustees requires the communication of the audit strategy and approach, including scope, auditor responsibilities, inherent limitations to reasonable assurance, extent of auditor's communication, independence, Village responsibilities, distribution restriction and additional GAGAS (Accepted Governmental Audit Standards) reporting.

This report also discusses Qualitative Aspects and Significant Accounting Policies and Practices, including:
- Significant Accounting Policies (no matters are reportable),
- Unusual Policies or Methods (no matters are reportable),
- Alternative Accounting Treatments (relating to dissolution of Open Lands Corporation),
- Management Judgements & Accounting Estimates,
- Financial Statement Disclosures,
- Judgement About the Quality of the Village's Accounting Principles (no matters are reportable).

We are pleased to report that the findings of material weaknesses for 2022 have been addressed and removed as a concern to the auditors.

In addition to the required communications, the auditor may communicate other matters to those charged with governance that are not required by US Auditing Standards if the auditor feels such matters are of importance to the local government. These communications may be combined into one report or delivered in separate reports.

Certificate of Achievement for Excellence in Financial Reporting Program (GFOA Annual Comprehensive Financial Report Program)

The Government Finance Officers Association (GFOA) is a professional association of approximately 17,500 state, provincial, and local government finance officers in the United States and Canada. The GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (Annual

Comprehensive Financial Report Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare Annual Comprehensive financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal.

Reports submitted to the Annual Comprehensive Financial Report program are reviewed by selected members of the GFOA professional staff and the GFOA Special Review Committee (SRC), which is comprised of individuals with expertise in public-sector financial reporting and includes financial statement preparers, independent auditors, academics, and other finance professionals.

For over 30 consecutive years, the Village's financial report has been prepared to comply with the high standards of the GFOA Certificate of Conformance for Excellence in Financial Reporting Award Program criteria. We believe the 2023 Annual Comprehensive Financial Report continues to meet the requirements of the program.

Director of Finance Chris Frankenfield had comments. (refer to audio)

Anthony Cervini, of Sikich, presented information regarding this matter. (refer to audio)

Trustees Riordan, Kampas, and Healy had comments. (refer to audio)

President Pekau had questions. (refer to audio)

Mr. Cervini responded to President Pekau's questions. (refer to audio)

President Pekau had comments. (refer to audio)

I move to accept the Fiscal Year 2023 Annual Comprehensive Financial Report ending December 31, 2023.

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2025-0230 An Ordinance Amending Appendices A and B to Ordinance No. 5963 - SECOND AMENDMENT - Ordinance

The ordinance attached to the Board Packet formally amends Appendix A and Appendix B that were approved by the Board on December 2, 2024. These appendices reflect an addition of one full-time position with the elimination of 11 summarized below.

The change to the Salary Ordinance is:

We are adding a new, grade 3 Special Events Coordinator position.

This position will plan and oversee assigned special events and initiatives, provide support, solicit sponsorships and participate in the production and supervision of Village and Department special events and programs as directed by Division Manager of Special Events and/or Assistant Director or Director of Recreation & Parks. Additionally, the position will lead the social media marketing efforts and the volunteer program for the Department.

The elimination of part-time unused positions include:
- Program Coordinator part-time position
- 2x Rockwall Attendant
- 2x Dance Instructors
- Recreation Instructor I
- Inclusion Aide
- Recreation Instructor Specialist
- Building Supervisor
- Complex Manager
- Civic Center Attendant

I move to adopt Ordinance 5993, entitled: ORDINANCE AMENDING APPENDICES A AND B TO ORDINANCE NO. 5963 - SECOND AMENDMENT.

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

EXECUTIVE SESSION

I move to recess to a Closed Executive Session for the purpose of discussion of a) pending litigation against, affecting or on behalf of the village or when found by the board that such action is probable or imminent.

RECONVENE BOARD MEETING

The roll was called to reconvene the Regular Meeting and Trustees Healy, Katsenes, Milani, Kampas, Riordan, Radaszewski and President Pekau were present.

Purpose of the Executive Session was for the discussion of a) pending litigation against, affecting or on behalf of the village or when found by the board that such action is probable or imminent.

Present: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski and Village President Pekau

ADJOURNMENT: 8:57 P.M.

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

Aye: 7 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau

Nay: 0

2025-0256 Audio Recording for March 17, 2025, Board of Trustees Meeting

NO ACTION

/AS

APPROVED:

Respectfully Submitted,

Brian L. Gaspardo, Village Clerk