

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, July 2, 2012

6:00 PM

Village Hall

Parks and Recreation Committee

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

CALL TO ORDER/ROLL CALL

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

The meeting was called to order at 6:04 PM.

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

APPROVAL OF MINUTES

2012-0368 Approval of the June 4, 2012 Parks and Recreation Minutes

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of June 4, 2012.

A motion was made by Trustee Dodge, seconded by Trustee O'Halloran, that this matter be APPROVED. The motion carried by the following vote:

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

Nay: 0

ITEMS FOR SEPARATE ACTION

2012-0394 Copier/Printer Maintenance

Recreation Division Director Nancy Flores reported that the Recreation Department copier maintenance agreement with Gordon Flesch Company, Inc. for the Sharp MX5500 copier/printer was previously an annual, prepaid, base rate contract. The rate was based on an estimate of usage and though some years Village usage exceeded that rate, last year usage fell beneath the rate. When copies exceeded the amount, a per copy charge was applied, but when usage fell beneath the rate there was no credit for the underutilization.

When faced with an increase in the annual amount, staff reviewed options for service. The only other company that services this machine is Gateway who handles several other Village copiers. A quote was requested through Gateway and although their black and white copy charges were less, their color per copy charges exceeded that of Gordon Flesch. The color copying is predominantly used on this machine, so the Gateway price was significantly higher.

The structure of pricing was reviewed with Gordon Flesch and it was determined that by moving to a quarterly, per image rate contract based on actual usage a savings could be realized. The per image rates are \$.0103 per black image and \$.0578 per color image. The contract would be in an amount not to exceed the 2012 budgeted amount of \$5,994. The total estimate for copier utilization in 2012 is \$5,700 based on the 2011 utilization. In addition, the first five months of this year were pre-paid as part of the current agreement with Gordon Flesch.

I move to recommend to the Village Board to approve the Copier/Printer Maintenance Contract change with Gordon Flesch Company, Inc. from an annual base rate contract to a quarterly per image rate contract, not to exceed the budgeted amount of \$5,994, with an option to renew for one year increments thereafter not to exceed an annual increase of 5%.

A motion was made by Trustee O'Halloran, seconded by Trustee Dodge, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

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

Nay: 0

2012-0403 Special Recreation Fundraiser - Product Payment Approval

The Special Recreation program, in cooperation with the Knights of Columbus, is participating in a fundraiser with proceeds going toward Special Recreation programs. The fundraiser consists of selling Tootsie Roll containers filled with miniature Tootsie Rolls. The total cost of the Tootsie Rolls provided to Special Recreation for the fundraiser is \$6,000.00

Special Recreation staff anticipates a profit/donation of approximately \$8,000.00 - \$9,000.00 for sales that will benefit the Special Recreation program.

Staff is requesting approval of payment to the Knights of Columbus in the amount of \$6,000.00 for fundraiser product.

I move to recommend to the Village Board to approve payment for fundraiser product to the Knights of Columbus in the amount of \$6,000.00.

A motion was made by Trustee Dodge, seconded by Trustee O'Halloran, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

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

Nay: 0

2012-0409 Skyhawks Athletic Organization - Discussion Only

Director Flores reported that the Skyhawks is a nationwide athletic organization that serves the youth population through sports and active lifestyles. Skyhawks serves 30 organizations in Illinois, 145 in the Midwest and over 400 nationwide. The Village of Orland Park is in its 11th year partnering in contractual programs with the Skyhawks Organization. The camps and sports programs that we offer with Skyhawks vary in age from 3 years to 14 years old with diverse programs and trained staff.

Max Andrews, who is the Area coordinator for the Skyhawks organization,

informed staff on Friday, June 22 that we are the # 1 client in Illinois surpassing Arlington Heights Park District, who we trailed last year by eight participants with overall summer enrollment. Our current Skyhawk enrollment is 345 participants in our summer programs, up from 268 last year. We are still taking registration for Skyhawks programming so that number is sure to increase. Some programs that are still available for registration are: Basketball Camp (7-14), Capture the Flag (7-14), Mini-Hawk Camp (4-7), Tiny-Hawk Camp (3-5), and Multi-Sports Camp (6-12). For more information visit the village website or review the Village of Orland Park Spring/Summer Program Guide.

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

ADJOURNMENT - 6:07 PM

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

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

Nay: 0

/nm

APPROVED:

Respectfully Submitted,

David P. Maher, Village Clerk

Joseph S. La Margo, Deputy Clerk