

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, December 7, 2020

7:00 PM

Village Hall

Board of Trustees

*Village President Keith Pekau
Village Clerk John C. Mehalek*

*Trustees, Kathleen M. Fenton, James V. Dodge, Jr., Daniel T. Calandriello,
William R. Healy, Cynthia Nelson Katsenes, and Michael R. Milani*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:23 P.M.

Present: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani and Village President Pekau

VILLAGE CLERK'S OFFICE

Present: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani and Village President Pekau

2020-0819 Approval of the November 9, 2020, Special Meeting Minutes

The Minutes of the Special Meeting of November 9, 2020, 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 Special Meeting of November 9, 2020.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

2020-0820 Approval of the November 16, 2020, Regular Meeting Minutes

The Minutes of the Regular Meeting of November 16, 2020, 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 November 16, 2020.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS

2020-0825 Community Pride Award - Dr. William D. Smith

Village President Pekau and the Village Board of Trustees of Orland Park honored Dr. William D. Smith with a Community Pride Award to his eldest daughter, Kristine Freeman, in recognition of Bill's 42 years of public service to the Orland Park community.

During the U.S. Bicentennial Celebration in 1976, Bill held his first all-ages spelling bee at Trinity Presbyterian Church in Oak Lawn, crediting the children's novel, "Little House on the Prairie" by Laura Ingalls Wilder, for triggering the idea of a community-wide spelling bee. After moving to Orland Park in 1978, Bill was the founder of the Orland Park Open Spelling Bee, co-sponsored by the Presbyterian Church of Orland Park and the Village of Orland Park, and became known as the "Spell Master" that facilitated the annual Orland Park community spelling bee. Since 1976, Bill has held over one hundred spelling bees in numerous communities and States.

The Village of Orland Park would like to extend the gratitude of the entire community to an extraordinary man, educator, historian and "Spell Master", Dr. William D. Smith, for building a long tradition of over 40 years of Orland Park community spelling bees.

This was a presentation. NO ACTION was required.

ACCOUNTS PAYABLE

2020-0817 Accounts Payable from November 17, 2020, - December 7, 2020 - Approval

The lists of Accounts Payable having been submitted to the Board of Trustees for approval and the lists having been determined by the Board of Trustees to be in order and having been approved by the various Department Heads,

I move to approve the Accounts Payable from November 17, 2020, - December 7, 2020, in the amount of \$4,456,245.62

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

CONSENT AGENDA

Passed the Consent Agenda

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

2020-0816 Payroll for November 13, 2020, and November 25, 2020 - 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 November 13, 2019, in the amount of \$1,069,398.66 and the Bi-Weekly Payroll for November 25, 2019, in the amount of \$1,016,024.03.

This matter was APPROVED on the Consent Agenda.

2020-0818 UKG, Inc. Mutual Release and Settlement/Termination Agreement

The Village issued RFP 18-039 in September of 2018 for a Human Capital Management System. Staff evaluated six (6) vendor responses and selected the proposal from Ultimate Software. On March 18, 2019, the Technology, Innovation, and Performance Improvement Committee and the Board of Trustees approved a three-year contract with Ultimate Software for an estimated \$319,000 for implementation and data conversion, and an estimated \$224,500 in annual subscription fees. The total five-year cost of implementing and maintaining this software was estimated at \$1,217,000. The Village invested \$51,100 in implementation services since implementation began in April 2019.

Finance and Human Resources staff began implementation in April of 2019. They soon encountered significant challenges related to the complexity of implementing the Ultimate Software platform which needed to meet the requirements of many unique and disparate groups of staff, pensioners, and retirees. Ultimate Software also changed a few key members of their implementation team which resulted in delays. The planned go live dates for payroll and time keeping were rescheduled three times from the original cutover date in October 2019, then delayed until December 2019, and again extended to April 2020. IT staff assumed control of project implementation from Finance and Human Resources in January 2020 in an attempt to eliminate further delays.

IT staff began a full project assessment and identified significant problems. There was miscommunication between Village staff and UltiPro Implementation Team regarding the base configuration which made it overly cumbersome and inefficient. The configuration would have to be completely redone to resolve these issues, resulting in significant delays and \$30,000 in additional cost. The staff scheduling functionality did not meet the unique requirements of the Police Department. Staff also identified that the Harris Innoprise ERP software required replacement. A new ERP software would most likely have integrated payroll and time/attendance modules the Village would be able to acquire at a much lower cost. The UltiPro Software also does not integrate with the Village's existing Harris ERP application. Development of custom batch scripting would be required to export employee payroll data into the Harris ERP Financials general ledger as journal entries. Not having this integration would create inefficiencies.

A merger between Kronos and Ultimate software was announced in February 2020. The merger was subsequently finalized April 16, 2020, forming the new company as the Ultimate Kronos Group (UKG, INC.). Kronos and Ultimate Software offered competing software modules which may have eventually force the Village to migrate recently implemented UltiPro modules to the competing Kronos modules. As a result of all of these challenges, staff suspended this project and began negotiating with Ultimate Software on a settlement to terminate the contract. After extensive negotiations, UKG, INC. agreed to the following:

- 1) \$36,267.00 - Village pays for implementation fees for work that was completed.
- 2) \$186,141.60 - Village pays one-year base subscription fees.
- 3) \$7,920.00 - No charge to the Village for Touchbase time clock annual fees contingent upon the Village returning these six devices back to UKG, INC.

The total cost to the Village to terminate this contract is \$222,408.60 which is significantly less than the estimated \$1,217,000 the Village would be contractually required to pay at the end of the three-year term. Staff believes that Ultimate made a fair offer and recommends the Board of Trustees approve this settlement. The agreement has been reviewed by the Village's legal counsel.

I move to approve the Mutual Release and Settlement/Termination Agreement with UKG, INC. for the amount not to exceed \$222,408.60.

This matter was APPROVED on the Consent Agenda.

2020-0826 iCIMS Recruit/Onboarding Software Renewal for a 1yr agreement.

iCIMS is the current technology used by the Village for online recruitment and onboarding. The current three-year agreement is expiring. With the implementation of the new ERP system forthcoming, we anticipate only a one-year

renewal at this time instead of a three-year renewal.

iCIMS subscription for this software is up for renewal January 1, 2021. Staff is exploring other software options into 2021 and requests to renew for a period of one (1) year.

I move to approve a one (1) year agreement renewing the subscription services for the iCIMS Recruit and Onboarding system effective January 1, 2021, for an amount not to exceed \$34,664.74.

This matter was APPROVED on the Consent Agenda.

HEARINGS 7:00 P.M.

I move to open the Proposed 2020 Property Tax Levy Public Hearing

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

2020-0815 Proposed 2020 Property Tax Levy -Public Hearing

Village Attorney Dennis Walsh reported that the Village Board adopted a Resolution determining the 2020 Tax Levy in compliance with the Truth in Taxation Law on November 16, 2020. There is a statutory requirement to hold a Truth in Taxation Public Hearing if the proposed corporate and special purpose components of the levy exceed 105% of the prior years' corporate and special purpose levy extension.

The Village's overall 2020 levy is lower than the overall 2019 levy.

Because the 2020 levy is less than 105% of the 2019 extended levy, a Truth in Taxation Public Hearing is not required. In the interest of full transparency, the Village published the "Black Box" notice in the November 30, 2020, edition of the Daily Southtown.

The overall proposed Village tax levy (excluding the Library levy) decreased 0.98% to \$13,293,536.

The December 21, 2020, Board agenda will include an item approving the 2020 property tax levy that is reflected in the FY2021 budget.

The Orland Park Public Library levy approved their tax levy resolution at their November 16, 2020, Board Meeting, which calls for a total levy of \$5,961,337 for operations, plus \$542,181 for bonds, for a total levy of \$6,503,518. This is a

3.29% increase over the Library's total 2019 levy.

President Pekau had comments. (refer to audio file)

I move to adjourn the public hearing for the 2020 property tax levy.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

DEVELOPMENT SERVICES, PLANNING AND ENGINEERING

2020-0809 Clean Eatz - Inducement Agreement

Clean Eatz is a healthy lifestyle restaurant concept that provides customers with multiple options to pursue their healthy lifestyle goals. Features include meal plans, family meals, kid's meals, catering, smoothies, spices, snacks, supplements, and more.

The proposed project includes the redevelopment of the former Firehouse Subs space at 15892 South La Grange Road into an approximately 2,147 square foot restaurant establishment. Clean Eatz has not formally petitioned but is working with staff on a preliminary basis.

Clean Eatz has requested to participate in the Village of Orland Park's COVID-19 Economic Development Incentives Program to assist with their proposed project. The Back-Fill Vacant Restaurant Incentive Program would allow Clean Eatz to receive 50% of the sales tax generated at their location for 10 years up to a maximum amount of \$113,000. The Inducement Agreement also includes the Orland Park Commercial Impact Program that allows for a 25% reduction on the permit and related fees. The Commercial Impact Program is estimated to save the project approximately \$750. The following is a summary of the proposed terms:

Clean Eatz Project Build-Out - is anticipated to be approximately \$390,000.
50% sharing of sales tax.

Ten-year term - is consistent with previous Inducement Agreements.

Maximum 25% certified project costs or \$113,000, whichever comes first.

25% reduction on the permit and related fees (estimated to save the project approximately \$750).

Job Creation/Retention (10 jobs).

Trustee Dodge had questions. (refer to audio file)

Village Manager Koczwara responded to Trustee Dodge. (refer to audio file)

Mickey Smith of Clean EatZ addressed the Board. (refer to audio file)

President Pekau had comments. (refer to audio file)

I move to approve a sales tax sharing Inducement Agreement with Clean EatZ as outlined above pending approval of all Village planning, zoning, and building requirements.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

2020-0783 AN ORDINANCE AMENDING TITLE 9, CHAPTER 9, SECTION 16, SUBSECTION 10(C), OF THE ORLAND PARK VILLAGE CODE REGARDING PARKING REGULATIONS FOR THE MAIN STREET TRIANGLE PARKING STRUCTURE LOCATED AT THE NORTHEAST CORNER OF 143RD STREET AND RAVINIA AVENUE (9650 143RD STREET)

In recent years the parking deck in the Main Street Triangle has become an enforcement concern for the Orland Park Police Department (OPPD). This proposed change in parking hours will help the OPPD with enforcement. To further assist the OPPD with the monitoring of the parking deck, automatic gates will be installed at both entry points that will lower at 10:00 p.m. After 10:00 p.m., any vehicle wishing to enter the parking deck must contact OPPD dispatch through an intercom system that will be installed with the gates.

Proposed Revisions

In SECTION 16, Subsection 10(c), Items 10(c)(i) and 10(c)(iii) are amended, and item 10(c)(xii) is added as follows:

“(c) Regulations:

- (i) Facility closed from 10 o'clock p.m. to 5 o'clock a.m.;
- (ii) No public parking for longer than 6 hours;
- (iii) No parking between 10 o'clock p.m. and 5 o'clock a.m.;
- (iv) No commuter parking;
- (v) Maximum speed 5 miles per hour;
- (vi) No camping, soliciting or loitering;
- (vii) No parking across multiple numbered spots;
- (viii) No parking where prohibited or reserved as indicated by signs;

- (ix) No skateboarding, roller-blading or bicycling;
- (x) No alcohol, controlled substances, firearms or other dangerous weapons;
- (xi) All regulations are subject to exemptions from the Village of Orland Park for special events or emergency situations;
- (xii) The Village of Orland Police Chief shall have the authority to change the parking facility closed hours (item (c)(i) above) and parking restrictions (item (c)(iii) above), through changing the sign messages at the facility and providing a seven day notice before changes shall take effect;
- (xiii) Vehicles are parked at owner's risk and the Village assumes no responsibility for loss or damage to cars or contents; and
- (xiv) Any person who stops or parks a motor vehicle in violation of the above provisions of this Subsection 10 shall be subject to the penalty provided for in Subsection 14 of this Section 9-9-16 and the motor vehicle will be towed from the Parking Structure at the owner's expense."

Village Manager Koczwara had comments. (refer to audio file)

Trustee Dodge had questions. (refer to audio file)

Engineering Programs and Services Director Khurshid Hoda responded to Trustee Dodge. (refer to audio file)

I move to pass Ordinance Number 5558, entitled: AN ORDINANCE AMENDING TITLE 9, CHAPTER 9, SECTION 16, SUBSECTION 10(C), OF THE ORLAND PARK VILLAGE CODE REGARDING PARKING REGULATIONS FOR THE MAIN STREET TRIANGLE PARKING STRUCTURE LOCATED AT THE NORTHEAST CORNER OF 143RD STREET AND RAVINIA AVENUE (9650 143RD STREET).

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: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

FINANCE

2020-0827 RESOLUTION MAKING THE FY2021 PROPOSED ANNUAL BUDGET AVAILABLE FOR PUBLIC INSPECTION AND SETTING A PUBLIC HEARING DATE

This resolution is another step in the annual budget process. The Village Board held budget workshops on November 9 and 30, 2020. This resolution will provide direction to make the proposed budget available for public inspection and will set the public hearing date. The attached Public Hearing Notice will be published on December 12th in the Daily Southtown newspaper. At the December 21, 2020,

Board meeting, the Board will hold the hearing and will consider an ordinance to adopt the budget.

I move to pass Resolution 2053, entitled: RESOLUTION MAKING THE FY2021 PROPOSED ANNUAL BUDGET AVAILABLE FOR PUBLIC INSPECTION AND SETTING A PUBLIC HEARING DATE.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

VILLAGE MANAGER'S REPORT

2020-0810 Liability Insurance Renewal FY2021

The Horton Group completed a market analysis on behalf of the Village of Orland Park and provided the final recommendations for the January 1, 2021, renewal of Liability insurance. The renewal premium for the 2021-2022 term as recommended will result in an increase of \$108,263 over last year driven by the current hard market conditions, reflecting both increased pricing combined with reduced carrier capacity on renewals.

The CIAB 3rd quarter 2020 market index is attached to this renewal for your review. In the third quarter of 2020 accounts in the medium-size category (which would be similar to the VOP) saw a 12.7% average renewal rate increase. Similar to the renewal for the VOP the market index is showing the greatest increase in the property (14.2%) and umbrella (22.9%) lines of coverage. Multiple years of natural disasters (hurricanes, wildfires and floods) have caused property reinsurance carriers to drastically increase rates or exit the market completely. The umbrella market has been impacted by a concept known as social inflation, which correlates the increase in jury settlements year over year to the number of millennials in the jury box. The Public Entity Liability market has been impacted greatly by the current social climate when it comes to police involvement. Particularly in Cook County, law enforcement legal liability claims and judgments are on the rise.

Rate History: Looking back on pricing since 2010, The Horton Group has been able to obtain very stable renewal pricing. Excluding this current term, Horton was able to provide a renewal decrease in 6 out of the last 10 years. In 9 of the last 10 years the renewal was a 2% increase or less. The Horton Group has never increased our agency fee and has lowered its fee 4 times in order to help control costs.

Risk Management Program Structure: The 2021-2022 renewal will remain in

effect with the same insurance carriers, subject to the renewal terms and conditions. Of the options listed on page 7, Horton recommends option 2, which includes increasing the Public Entity liability deductible from \$100,000 to \$150,000 in exchange for \$32,350 of premium savings. The history of liability claims for the Village suggests this is the proper deductible and it allows for the increased deductible to be funded for every two years. The crime limit has been increased from \$1,000,000 to \$2,000,000 to reflect the market and size of the community. Attached is a summary of the renewal and corresponding market analysis.

Mr. David Bresnahan and Mr. Michael Gleason from the Horton Group will be present at the Board of Trustees meeting on Monday, December 7, 2020, to answer any questions. The Village's third party Risk Management consultant, Dan LeTourneau of LT Contractual Risk Solutions, reviewed the proposal and provided feedback that this renewal is competitive with the current state of the commercial insurance market.

Village Manager Koczwara had comments. (refer to audio file)

I move to approve the Liability Insurance Renewal effective January 1, 2021.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

NON-SCHEDULED CITIZENS & VISITORS

Tim Lynch addressed the Board regarding contract negotiations. (refer to audio file)

President Pekau and Village Manager Koczwara had comments. (refer to audio file)

BOARD COMMENTS

Trustees Fenton, Dodge, Calandriello, Healy, Katsenes, Milano and President Pekau had Board comments. (refer to audio file)

EXECUTIVE SESSION

I move to recess to a Closed Executive Session for the purpose of discussion of a) approval of minutes; b) the appointment, employment, compensation, discipline, performances or dismissal of specific village employees; c) the purchase or lease of real property for the use of the village; d) setting a price for sale or lease of village property; e) pending litigation against, affecting or on behalf of the village or when found by the board that such action is probable or

imminent.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

Report on Executive Session and Action as a Result of, if any.

The roll was called to reconvene the Regular Meeting and Trustees Fenton, Dodge, Calandriello, Healy, Katsenes, Milani and President Pekau were present.

Purpose of the Executive Session was for the discussion of a) approval of minutes; b) the appointment, employment, compensation, discipline, performances or dismissal of specific village employees; c) the purchase or lease of real property for the use of the village; d) setting a price for sale or lease of village property; e) 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 Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani and Village President Pekau

2020-0870 Release Agreement - Denise Domalewski

I move to approve the Full and Final Release Agreement with Denise Domalewski consistent with the terms discussed in closed session and subject to review and approval of the Village Attorney.

And

Authorize the Village Manager to Execute the same.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

ADJOURNMENT: 8:53 P.M.

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 Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

2020-0878 Audio Recording for December 7, 2020 Board of Trustees Meeting

NO ACTION

/AS

Respectfully Submitted,

John C. Mehalek, Village Clerk