

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, June 15, 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 7:02 P.M.

Present: 6 - Trustee Fenton, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani and Village President Pekau

Absent: 1 - Trustee Dodge

VILLAGE CLERK'S OFFICE

2020-0425 Approval of the June 1, 2020 Regular Meeting Minutes

The Minutes of the Regular Meeting of June 1, 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 June 1, 2020.

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

Nay: 0

Absent: 1 - Trustee Dodge

ROLL CALL

Trustee Dodge joined the meeting at 7:04 P.M.

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

PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS

2020-0383 Recreation Advisory Board - Appointment

President Pekau appointed Tom Dubelbeis as Chairman to the Recreation Advisory Board.

President Pekau had comments. (refer to audio file)

I move to confirm the appointment of Tom Dubelbeis to the Recreation Advisory Board.

A motion was made by Trustee Milani, seconded by Trustee Fenton, 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

PRE-SCHEDULED CITIZENS & VISITORS

ACCOUNTS PAYABLE

2020-0408 Accounts Payable from June 2, 2020 - June 15, 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 June 2, 2020, - June 15, 2020, in the amount of \$3,380,617.95

A motion was made by Trustee Dodge, seconded by Trustee Fenton, 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

Trustee Milani requested that Item B. Harris ERP Annual Licensing and Support Renewal Extension and Item F. Performance Management Software be removed from the Consent Agenda for a separate vote.

Passed the Consent Agenda

A motion was made by Trustee Nelson Katsenes, 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

2020-0409 Payroll for June 12, 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 June 12, 2020, in the amount of \$1,219,110.65

This matter was APPROVED on the Consent Agenda.

2020-0410 Disposal of Village Equipment (Online Auction) - Public Works Department - Ordinance

The Village's Public Works Department is requesting that the Village declare the following equipment described below and in the attached ordinance, as surplus property and dispose of through Public Surplus.com (online auction). These items are no longer necessary or useful for the Village of Orland Park.

One (1) 2006 Ford F250, VIN 1FTSW20556EC60789, with 91,660 miles

In order to legally dispose of municipal property, the village must adopt an ordinance that describes the items to be sold.

In the event that two (2) attempts have been made to sell said property, and that no bids have been received equal to the minimum price, the property shall be either donated or scrapped as determined by the Village Manager.

I move to pass Ordinance Number 5522, entitled: AN ORDINANCE AUTHORIZING DISPOSAL BY PUBLIC AUCTION OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF ORLAND PARK, ILLINOIS.

This matter was APPROVED on the Consent Agenda.

2020-0416 Ordinance Amending Appendices A and B to Salary Ordinance No. 5516

This Ordinance amends the previous Salary Ordinance presented to the Board at the June 1, 2020, Board meeting. These changes are being made for consistency. Those changes include:

Full Time

Title Changes

- Foreman (Building Maintenance) position renamed Natural Resources & Facilities Supervisor (remains at Grade 8)
- Foreman (Streets) position remained Streets Supervisor (remains at Grade 8)
- Utility Supervisor position renamed Utilities Supervisor (remains at Grade 8)

I move to pass Ordinance Number 5523, entitled: ORDINANCE AMENDING APPENDICES A AND B TO ORDINANCE NO. 5516.

This matter was APPROVED on the Consent Agenda.

2020-0428 Amendment to the Customer Agreement between the Village of Orland Park and Sensys Gatso USA, Inc. for red-light cameras

This is a renewal of our original agreement dated 7/7/14 with Gatso USA, Inc. for one additional year for our red light cameras at 151st Street/Harlem Avenue and 159th Street/Harlem Avenue.

In 2019, the service fee was increased to \$38.00 per violation and the agreement was renewed for one year to July 7, 2020, along with the addition of a camera at 159th Street and 94th Avenue. The construction plans were prepared and IDOT approval was recently received on the additional camera at 159th & 94th Ave. Since it has not been installed as of yet, staff is recommending that a) we extend the term of the Agreement for one (1) year to July 7, 2021 provided that Sensys Gatso USA, Inc. does not install any additional cameras; and b) extend the term of the Agreement for three (3) years to July 7, 2023, should Sensys Gatso USA, Inc. install one (1) or more additional cameras during the first year of renewal.

I move to approve amending the customer agreement with Sensys GATSO USA, Inc. as outlined in the background information to extend the term of the Customer Agreement;

And,

Authorize the Village Manager to execute the amendment.

This matter was APPROVED on the Consent Agenda.

2020-0429 On-Line Compliance Training

As of January 1, 2020, a plurality of states, including the State of Illinois, invoked required annual Sexual Harassment Training that must be administered by all employers to their employees. Training must also be provided to all new hires within 90 days of their start date. As the mandate states, training must be interactive and include specific material. Also, every employee of the organization must be trained in 2020, and failure to do so will result in financial penalties. These penalties include \$1,000 for the first offense; \$3,000 for the second; and \$5,000 for the third or other subsequent offenses per reported case. In order to comply with sexual harassment training laws and to meet other annual training objectives Human Resource staff has researched a number of online training resources. The attached spreadsheet provides a list of the vendors reviewed and the associated pricing. Staff selected Impact Compliance based on capabilities, the number of training programs included, and price. Impact Compliance offers a six (6) training program bundle which includes engaging video-based content: Illinois compliant sexual harassment, diversity, active shooter, interviewing, performance evaluations, ethics, and code of conduct. Also included is the ability to provide courses to employees without computer or email by utilizing a number code that can be entered on any device for access, and the ability to add additional Village specific content to their LMS system. In addition, Impact Compliance is automated and includes automated course deployment, a dedicated customer service representative to assist in setting up and training deployment; direct one-on-one support by phone or email; reassignment and reminders; tracking and reporting; notification and certificate; automatic course updates as implemented laws change; and the ability to administer Village sponsored training through the platform.

I move to approve the Village Manger to enter into a one (1) year agreement with the option to renew for three (3) additional terms with Impact Compliance for online training.

This matter was APPROVED on the Consent Agenda.

2020-0431 7648 159th Street - Class 7c Resolution (Voda Carwash)

The applicant, Jeffrey B. Engstrom, is petitioning on behalf of Voda Wash, LLC, and requesting a resolution supporting and consenting to a Class 7c tax incentive from Cook County pursuant to the new construction currently underway at 7648 159th Street and fulfillment of all other criteria associated with Class 7c Ordinance.

The site was home to the former Every Bloomin' Thing, nursery, and garden center. The previous garden center closed in 2014. The property has fallen into disrepair thus the property required complete demolition of existing improvements in order to construct the new Voda Car Wash. According to the application, submitted by the petitioner, the total redevelopment cost will be \$4,250,000. When complete, the site will be home to 4,983 square foot car wash and fully improved site plan.

The car wash will employ 6 full-time and 4 part-time employees. The Cook County Board of Commissioners adopted the Class 7c Commercial Urban Relief Eligibility incentive in 2014, aiming to encourage real estate development in the region. The incentive is intended to encourage commercial projects which would not be economically feasible without assistance. Unlike the more familiar Class 6b and Class 8 incentives, the 7c incentive allows all commercial properties to apply instead of restricting the incentive to only those properties which currently have or are marketed towards industrial uses.

The five-year incentive applies to all newly constructed buildings or other structures, the utilization of vacant structures abandoned for at least 12 months or all buildings and other structures which are substantially rehabilitated (to the extent such rehabilitation has added to their value) including the land Upon any of the eligible buildings are situated.

Projects which qualify for the Class 7c incentive will receive a reduced assessment level of 10% of the fair market value for the first three years, 15% for the fourth year, and 20% for the fifth year. Without the incentive, the commercial property would normally be assessed at 25% of its market value.

The Class 7c incentive may be renewed during the last year in which a property is entitled to a 10% assessment level or when the incentive is still applied at the 15% or 20% assessment level. A renewal application must be filed, along with a certified copy of a resolution or ordinance adopted by the municipality in which the real estate is located. The number of renewal period requests is limited to one.

The owner of this property has provided the Village of Orland Park with an Economic Disclosure Statement containing: (i) a true and correct list of all the owner's real estate located in Cook County; (ii) as described in the Cook County's Code of Ethical Conduct, a list of all ownership interests in the Property; (iii) a statement that owner is not delinquent in the payment of any property taxes administered by Cook County or by a local municipality; and (iv) a representation that owner is in compliance with all applicable laws, as required by the Cook County Tax Incentive Ordinance, Classification System for Assessment as amended from time to time.

The petitioner has demonstrated that the subject property meets the following incentive evaluation criteria. This property has stagnant or declining assessments in three of the last six years and an analysis of the impact of the incentives demonstrates an overall increase in relevant taxes and a significant positive impact on the local community and Cook County. The Village of Orland Park has reviewed the Incentive Classification Initial Questionnaire (IC-IQ), and that the four eligibility factors which must be present to demonstrate that the area is in need of commercial development are satisfied, and the Village consents to and supports the application.

I move to pass Resolution Number 2027, entitled A RESOLUTION SUPPORTING AND CONSENTING TO A COOK COUNTY CLASS 7C REAL ESTATE TAX ASSESSMENT CLASSIFICATION FOR THE PROPERTY AT 7648 159TH STREET IN THE VILLAGE OF ORLAND PARK.

This matter was PASSED on the Consent Agenda.

2020-0390 Water Tower Lease Agreement at 13605 Cherry Lane.

Sprint is currently co-locating on the water tower 7 located at 13605 Cherry Lane. The lease agreement between the two parties has expired. Sprint is requesting to extend their lease for an additional five (5) years. Sprint was asked to sign the standard agreement which the Village has used for the other lease agreements with other companies. However, they have asked for slight modifications to the agreement, and the Village attorney has reviewed and approved their requested language. This lease incorporates the Board's adopted General Policy for Co-Locating Wireless Communication Facilities on Village Property.

Annual Increase: Sprint has agreed to a \$3,914.32 per month rent with a 3% annual increase.

Term: An initial term of 5 years plus 2 additional 5-year renewal options.

I move to approve a tower lease agreement with Sprint for the use of the water tower at 13605 Cherry Lane in the amount of \$3,914.32 per month subject to 3% annual increases and to authorize the Village Manager to execute the agreement.

This matter was APPROVED on the Consent Agenda.

2020-0412 Harris ERP Annual Licensing and Support Renewal Extension

Staff requests approval in the amount of \$9,164.09 for a six-month extension of the Harris ERP/Innoprise permits and payroll module software licenses and support effective from August 2020 to January 2021. This six-month extension makes the expiration dates for these modules coterminous to January 2021 with the other Village licensed Harris ERP modules. On March 2, 2020, the Board approved the Harris ERP Annual Licensing and Support Renewal, but the permits and payroll modules were only licensed until July 2020. This was due to planned implementations for Ultimate Software UtlPro Human Capital Management and Tyler EnerGov software that were replacing the Harris ERP permits and payroll modules. However, since the FY2020 Budget was developed, staff encountered numerous interoperability issues with these software packages. These issues require the Village to fully evaluate the existing Harris ERP software and develop a central ERP strategy acquiring and implementing new peripheral software applications. A six-month extension to the existing maintenance contract facilitates this evaluation period while maintaining existing service levels.

Trustee Milani had questions and comments regarding this matter. (refer to audio file)

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

I move to approve the Harris ERP annual licensing and support renewal extension at a cost not to exceed \$9,164.09.

A motion was made by Trustee Dodge, seconded by Trustee Fenton, 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

2020-0307 Performance Management Software

Consistent with the principles of continuous improvement, a technology solution is needed to automate and streamline the processes for performance management to align with the transition to annual pay increases based on an employee's overall job performance. In 2018, the Village hired GovHR to complete a Classification and Compensation Study and has since adopted many of the recommendations from the study memorialized in Ordinance 5466 Hourly Pay Rates and Pay Ranges and the Salary Administration Schedule for the Village of Orland Park Non-Represented Employees. Effective January 1, 2020, the Village transitioned to this new merit-based, open range compensation plan for applicable employees.

The Village's employee performance evaluation program needs to be modified to drive and assess performance-based objectives to align with the Village's compensation philosophy. Calendar year 2020 is a transitional year in modifying this process. Rather than annual evaluations completed once a year based upon an employee's anniversary date, all performance evaluations will be complete at the same time on an annual basis.

The transition of all employee reviews to be completed in the same period requires the implementation of a software solution that will relieve the administrative burden of the current process and capture the required employee performance metrics to allow for the fair and accurate administration of the Village's compensation philosophy. A complete redesign of this process in 2020 is required to change the annual evaluation period for all applicable employees.

The Village's current evaluation process is manual. To align performance-based measures, this process needs to be changed to allow for regular and ongoing feedback between employees and supervisors year-round throughout the new annual review cycle. A software solution is required to allow supervisors to provide for regular, ongoing communications and feedback with employees in an efficient, effective, and timely manner. Providing employee performance feedback throughout the calendar year will allow employees and supervisors to focus on the goals and objectives that make an impact on the Village. With these discussions and updates throughout the calendar year, the administrative burden on supervisors to complete reviews will be greatly reduced.

Merit based pay closely aligned with strategic objectives further drives performance-based objectives. Redesign of the performance management process will include direct alignment of both departmental and Village strategic initiatives. A software solution is required to administer this objective of the new performance management process.

Improved efficiencies offered by a performance management software solution is expected to decrease the amount of non-value-added time spent by supervisors on the current manual process, increase effective and timely employee performance communications, and eliminate the administrative burden of completing all employee evaluations at the same time each year.

Staff participated in demonstrations of three (3) performance management software solutions. The attached spreadsheet provides a list of the systems reviewed and the associated pricing.

The PRISM Performance Review System was selected as a solution that will meet our current and future needs for merit-based compensation administration. This software solution is user friendly, set-up is very customizable, and it allows for ease of setting goals and updating status of goals on a regular, ongoing basis.

The PRISM Performance Review System is offered through GovHR, in coordination with Engagedly software, as a customized government tailored solution. GovHR will assist with the implementation process, including government sector system customization, and provide training to supervisors on the use of the software.

Trustee Milani had comments and question regarding this matter. (refer to audio file)

Human Resource Director Stephana Przybylski responded to Trustee Milani. (refer to audio file)

I move to approve the Village Manager to enter into a one (1) year agreement with the option to renew for 3 additional terms with GovHR/Engagedly for implementation and annual subscription services for the PRISM Performance Review System.

A motion was made by Trustee Fenton, 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

DEVELOPMENT SERVICES, PLANNING AND ENGINEERING

2020-0280 Village of Orland Park Complete Streets Policy - Resolution

Complete streets are facilities designed, operated, and maintained for all modes of transportation to assure efficient and safe mobility for users of all ages and abilities, including pedestrians, cyclists, transit riders, and motorists. The Village currently follows a complete streets philosophy with all capital infrastructure projects and development projects within our corporate limits. Staff evaluates all projects on how they may improve upon our existing roadway, transit rider, pedestrian, and bicycle networks in the Village. For example, the Orland Ridge development at 171st Street and La Grange Road will have its own internal multi-use path that will connect to the Orland Grasslands multi-use path.

By formalizing a complete streets policy, the Village will receive additional consideration for funding applications when applying for various grants. With the competitiveness of these grant applications, every point is crucial and adopting a complete streets policy would give credit to the Village for practices which are already in place.

Trustee Dodge had a question regarding this matter. (refer to audio file)

President Pekau responded to Trustee Dodge. (refer to audio file)

I move to approve Resolution Number 2028, entitled; RESOLUTION APPROVING AND ADOPTING "COMPLETE STREETS" POLICY.

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

FINANCE

2020-0406 Budget Adjustments 2nd Quarter 2020, Part 4 - Approval

A detailed spreadsheet (by fund) reflecting budget adjustments is attached showing an increase in revenues of \$247,549 and an increase in expenditures of \$859,193.

The increase in revenues in the General Fund is to record receipt of the Department of Justice Mental Health Grant of \$247,549 with an offsetting increase in expenditures to account for expenses related to the Grant.

The increase in expenditures in the Parks Development Fund is for the Sterling Ridge Park Development in the amount of \$53,875; \$24,725 is being transferred from the Recreation & Parks Fund and \$29,150 is being transferred from the Water & Sewer Fund to cover these costs.

An additional increase in expenditures in the General Fund is requested for expenses related to the administration of the Shop Orland Park incentive program in the amount of \$575,946, the addition of a Human Resources Summer Intern in the amount of \$5,598 and publication of the Senior newsletter in the amount of \$30,000. These Shop Orland Park funds are being transferred from the Village's Economic Development Loan Program.

President Pekau had comments and questions regarding this matter. (refer to audio file)

Village Manager Koczwara responded to President Pekau. (refer to audio file)

An amendment to the motion was made to remove "an increase in FY2020 revenue budget of the General Fund in the amount of \$53,875". (refer to audio file)

I move to approve an increase to the FY2020 revenue budget of the General Fund in the amount \$247,549, a decrease to the FY2020 expenditure budget of the Recreation & Parks Fund in the amount of \$24,725, a decrease in FY2020 expenditure budget of the Water & Sewer Fund of \$29,150, and an increase in the

FY2020 expenditure budget in The General Fund in the amount of \$859,193.

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

MAYOR'S REPORT

2020-0432 A Resolution in Support of the Village of Orland Park Police Department

The President and Board of Trustees of the Village of Orland Park (the "Village") desire to show support to the Orland Park Police Department. The Orland Park Police Department has an exemplary record of engagement with Village community members, participating in numerous community policing activities like Cop in a Park, Beat Meetings, Alerts, Citizens Police Academy, National Night Out, Bike Patrol, Coffee with a Cop, Cones with a Cop, Senior Citizens Crime Prevention Luncheon, Teen Citizen Police Academy, and more. The Orland Park Police Department has an outstanding and recognized record of police service and being on the front lines of crime prevention, investigations, and arrests.

The Village President and Board of Trustees of the Village declares this month, June, 2020 as Police Recognition Month in the Village of Orland Park.

President Pekau and Trustees Dodge, Milani, Katsenes, Calandriello, Fenton and Healy had comments regarding this matter. (refer to audio file)

I move to approve Resolution Number 2029, entitled: A RESOLUTION IN SUPPORT OF THE VILLAGE OF ORLAND PARK POLICE DEPARTMENT.

A motion was made by Trustee Dodge, seconded by Trustee Nelson Katsenes, that this matter be PASSED. 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

2020-0439 Resolution Regarding 2020 Independence Day Celebration

Independence Day is a federal holiday occurring on the fourth of July each year in the United States commemorating the Declaration of Independence of the United States, on July 4, 1776. In late 2019, an outbreak of novel corona virus ("COVID-19") occurred in China and quickly spread across the globe. Beginning with Executive Order 2020-03 on March 12, 2020, the Governor of Illinois has issued a series of Executive Orders in response to the COVID-19 pandemic which have severely restricted the movements of Illinois residents and closed

many businesses and public facilities, including all schools. These stay-at-home orders have caused not only economic hardship to the residents of the Village, but also mental and physical consequences from stress, isolation, and inability to access normally available resources.

The Village of Orland Park recognizes that public health adjustments such as social distancing and capacity limits must be implemented in order to keep the residents of the Village safe and healthy during these unprecedented times. The Village desires to act for the benefit of the health, safety and welfare of the residents of the Village, by restoring access to Village resources in a safe and measured way, balancing the public health situation of the Village with the other health needs of Village residents.

The Village President and Board of Trustees of the Village hereby declares that the July 4th Celebration will be held on July 4th and the Liberty Fun Run will be held on July 3rd with the following modifications.

- Reduced Capacity
- Social Distancing
- Reduced Access to shared areas
- Increased sanitation and hygiene measures
- No access to water fountains

Specific guidelines will be set forth by the Recreation Department of the Village.

Trustee Fenton had questions and comments regarding this matter. (refer to audio file)

Village Attorney Walsh responded to Trustee Fenton. (refer to audio file)

Trustees Healy, Calandriello, Milani, Dodge had comments. (refer to audio file)

Trustee Fenton had additional comments. (refer to audio file)

Trustee Milani had questions. (refer to audio file)

Recreation Director Ray Piatonni responded to Trustee Milani.

President Pekau had comments. (refer to audio file)

I move to approve Resolution Number 2030, entitled: RESOLUTION REGARDING 2020 INDEPENDENCE DAY CELEBRATION

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

Aye: 5 - Trustee Dodge, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 2 - Trustee Fenton, and Trustee Calandriello

2020-0442 Resolution Regarding Village Facility Access

Independence Day is a federal holiday occurring on the fourth of July each year in the United States commemorating the Declaration of Independence of the United States, on July 4, 1776. In late 2019, an outbreak of novel corona virus ("COVID-19") occurred in China and quickly spread across the globe. Beginning with Executive Order 2020-03 on March 12, 2020, the Governor of Illinois has issued a series of Executive Orders in response to the COVID-19 pandemic which have severely restricted the movements of Illinois residents and closed many businesses and public facilities, including all schools. These stay-at-home orders have caused not only economic hardship to the residents of the Village, but also mental and physical consequences from stress, isolation, and inability to access normally available resources.

The Village of Orland Park recognizes that public health adjustments such as social distancing and capacity limits must be implemented in order to keep the residents of the Village safe and healthy during these unprecedented times. The Village desires to act for the benefit of the health, safety and welfare of the residents of the Village, by restoring access to Village resources in a safe and measured way, balancing the public health situation of the Village with the other health needs of Village residents.

The Village President and Board of Trustees of the Village hereby declares that the July 4th Celebration will be held on July 4th and the Liberty Fun Run will be held on July 3rd with the following modifications.

- Reduced Capacity
- Social Distancing
- Reduced Access to shared areas
- Increased sanitation and hygiene measures
- No access to water fountains

Specific guidelines will be set forth by the Recreation Department of the Village.

Trustee Dodge had questions. (refer to audio file)

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

Trustee Fenton had comments and questions. (refer to audio file)

Village Attorney Walsh responded to Trustee Fenton. (refer to audio file)

Trustee Dodge had additional questions. (refer to audio file)

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

Trustee Calandriello had comments regarding this matter and proposed amending Section 2 of the Resolution, to include "G. Waiver" for all members entering the Sportsplex and Orland Health and Fitness. (refer to audio file)

Trustee Katesnes made a motion to amend Section 2 of the Resolution to include "G. Waiver" which was seconded by Trustee Fenton. (refer to audio file)

Trustee Milani had a question. (refer to audio file)

President Pekau and Village Attorney Walsh responded to Trustee Milani. (refer to audio file)

The amendment to the Resolution was approved. (refer to audio file)

Trustee Milani had comments. (refer to audio file)

Trustee Katsenes had a question. (refer to audio file)

Village Attorney Walsh responded to Trustee Katsenes. (refer to audio file)

President Pekau had comments. (refer to audio file)

I move to approve Resolution Number 2031, entitled: RESOLUTION REGARDING VILLAGE FACILITY ACCESS.

A motion was made by Trustee Dodge, 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

2020-0430 Shop Orland Park Economic Development Programs

As part of the Village's continual economic development efforts to recruit and retain businesses, as well as to encourage new development, a number of programs are being proposed to provide a stimulant to the local economy as a result of the COVID-19 recession. The proposed programs are an effort, in addition to current economic development efforts, to provide incentives for new business development.

Below is a description of each item.

Shop Orland Park

Shop Orland Park is a program geared towards creating awareness and promoting the benefits of shopping in Orland Park. This program also aims to showcase the Village's retailers and service providers.

The scope of program components cover a variety of marketing-based activities necessary to accomplish the proposed goals and objectives. The program components include social media advertising, a dedicated Shop Orland Park website, a Shop Orland Park promotional video, light pole banners, promotional items, and special event coordination.

First-Year Program Plan

Plans for the first year of the Shop Orland Park program:

- Development of a unique Shop Orland Park logo used in all aspects of marketing, advertising, and promotion of the program.
- Creation of the ShopOP.org website, which will include an extensive membership directory, promotional offers page (for businesses), video, blog, and events calendar.
- Recruitment of Orland Park businesses and organizations that pledge to participate in the program.
- Promotional items, including window clings, given to businesses upon sign-up for the program. These clings will be visible in doors and windows throughout Orland Park. In addition, strategically located street light banners will be located throughout the Village.
- Promotion of the program through events sponsored by the Chamber of Commerce.
- Shop Orland Park promotional video to be used on social media sites and community access channel.

In the coming weeks, there will be two main components for the Shop Orland Park Program:

Shop Orland Park Incentive Rebate Program - Spend \$300, get a \$10 gift card or spend \$500, get a \$30 gift card to be used at any Orland Park business that accepts Visa. The goal of this program will be to provide a stimulant to the local retail sector in the Village and to take advantage of the Village's retail position in the region. Under the program, anyone submitting receipts at any of the Orland Park retailers, restaurants or hotels during the July shopping period (July 6, 2020 through August 2, 2020) will be eligible for either a \$10 or \$30 Visa gift card.

In order to claim the Visa gift card, the shopper must submit the original sales receipts along with a completed Shop Orland Park Incentive form. Purchases must be made at retail sales tax collecting establishments in the corporate limits of the Village of Orland Park. There was a limit of one gift certificate per person. The incentive program is open to both residents and non-residents and is based on a first-come-first-serve basis while supplies last.

Orland Park Autos - Vehicle Incentive Program - Under the terms of the program, anyone purchasing a new or used vehicle at a dealership in the Village would be eligible for up to a \$525 Shop Orland Park Visa gift card. The rebate would increase incrementally based on the vehicle price, as indicated in the chart below:

Vehicle Price	Gift Card Amount
Up to \$10,000	\$75
\$10,001 to 20,000	\$150
\$20,001 to 30,000	\$225
\$30,001 to 40,000	\$300
\$40,001 to 50,000	\$375
\$50,001 to 60,000	\$450
\$70,000 and above	\$525

In order to receive the gift certificate, either the purchaser or the dealership would forward a completed application form along with a copy of the sales tax (ST-566) form to Village Hall. Following receipt, the Visa gift card will be mailed to the purchaser. The rebate will be in the form of a branded Shop Orland Park gift card.

Both programs will commence July 6, 2020, and run through August 2, 2020. The Visa gift card program will provide a significant two-phased public benefit to Orland Park. The first phase encourages shoppers to shop Orland Park. As the Visa gift cards would be available for use at stores within Orland Park, the Village benefits from increased sales tax revenues when shoppers return to Orland Park establishments to utilize their Shop Orland Park gift cards.

Program Measurement

Measuring the success of the Shop Orland Park campaign will be an important component of this program. The following program measurement indicators will be utilized:

- Business Retention
- Social Media Traffic
- Website Traffic
- Submitted Rebate Applications

In addition to the above, there will be other measurement tools. Through the investment in marketing, advertising, and public relations, the Shop Orland Park program will have a high level of exposure through social media, web and word-of-mouth. A campaign goal will be to foster pride in Orland Park from business owners, residents and shoppers. We anticipate strong participation by businesses and consumers.

Trustee Dodge had comments. (refer to audio file)

Trustee Calandriello had comments and questions. (refer to audio file)

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

Trustees Katsenes, Dodge, and Healy comments. (refer to audio file)

Trustee Fenton had comments and questions. (refer to audio file)

Village Manager Koczwara responded to Trustee Fenton.

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

I move to approve Ordinance Number 5524, entitled: AN ORDINANCE AUTHORIZING SHOP ORLAND PARK ECONOMIC DEVELOPMENT PROGRAMS.

A motion was made by Trustee Nelson Katsenes, 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

2020-0441 Appointment of New Municipal Retirement Fund Authorized Agent for the Village of Orland Park - Resolution

Due to the impending retirement of the Human Resource Director, it is necessary to appoint a new IMRF agent for the Village.

Incoming Human Resource Director Denise Maiolo is being recommended as the new IMRF agent to represent the Village.

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

I move to pass Resolution Number 2032, entitled: A RESOLUTION APPOINTING A NEW ILLINOIS MUNICIPAL RETIREMENT FUND AUTHORIZED AGENT FOR THE VILLAGE OF ORLAND PARK.

A motion was made by Trustee Milani, seconded by Trustee Dodge, that this matter be PASSED. 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

Kathryn Sokolowski addressed the Board regarding the current issues that have led to protests and demonstrations. (refer to audio file)

Joanna Sokolowski addressed the Board regarding moral responsibility in terms of COVID-19. (refer to audio file)

Geri Gordon addressed the Board regarding the Development Services Department. (refer to audio file)

BOARD COMMENTS

Trustees Fenton, Dodge, Calandriello, Healy, Katsenes, Milani, 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) 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 Dodge, 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

RECONVENE BOARD MEETING

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) pending litigation against, affecting or on behalf of the village or when found by the board that such action is probable or imminent.

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

2020-0466 Resignation and Release Agreement - Timothy J. McCarthy

I move to approve the full and final resignation and release agreement between Timothy J. McCarthy and the Village of Orland Park.

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

ADJOURNMENT: 10:00 P.M.

A motion was made by Trustee Fenton, seconded by Trustee Calandriello, that this matter be ADJOURNMENT. 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

2020-0464 Audio Recording for June 15, 2020 Board of Trustees Meeting

NO ACTION

/AS

Respectfully Submitted,

John C. Mehalek, Village Clerk