

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, February 6, 2017

7:00 PM

Village Hall

Board of Trustees

Village President Daniel J. McLaughlin

Village Clerk John C. Mehalek

*Trustees, Kathleen M. Fenton, James V. Dodge, Jr., Patricia Gira,
Carole Griffin Ruzich, Daniel T. Calandriello, and Michael F. Carroll*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:07 PM.

Present: 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll and President McLaughlin

VILLAGE CLERK'S OFFICE**2017-0044 Approval of the January 16, 2017 Regular Meeting Minutes**

The Minutes of the Regular Meeting of January 16, 2017, were previously distributed to the members of the Board of Trustees. President McLaughlin 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 January 16, 2017.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

Nay: 0

2017-0052 Carl Sandburg High School Music Booster Club - Raffle License

The Carl Sandburg High School Music Booster Club is requesting a license to sell raffle tickets during their Craft Show on Saturday, March 11, 2017 and Sunday, March 12, 2017 at Carl Sandburg High School. The winning raffle will be drawn at 2:30 PM on March 12, 2017.

I move to approve issuing a raffle license to The Carl Sandburg High School Music Booster Club to sell raffle tickets during their Craft Show on Saturday, March 11, 2017 and Sunday, March 12, 2017 at Carl Sandburg High School.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

Nay: 0

CONSENT AGENDA

Passed the Consent Agenda

A motion was made by Trustee Dodge, seconded by Trustee Carroll, 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 Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

Nay: 0

2017-0042 Payroll - 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 January 13, 2017 in the amount of \$1,312,095.24 and the Bi-Weekly Payroll for January 27, 2017 in the amount of \$1,132,445.88.

This matter was APPROVED on the Consent Agenda.

2017-0043 Accounts Payable - 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 January 17, 2017 through February 6, 2017 in the amount of \$3,475,675.05.

This matter was APPROVED on the Consent Agenda.

2017-0025 Recreation Department Program Guide - Summer 2017 Programs

The lists of recommended programs to be offered in the Recreation Department 2017 Summer Program Guide are attached in Legistar. Included in the lists are contractual costs (over \$5,000) that would need Board approval associated with the summer sessions. These costs are covered by revenue generated through registration fees, and actual costs are dependent on the number of participants registered.

Staff is requesting approval of the recommended programs and payment to the contractual instructors at time of invoicing.

I move to approve the recommended programs and payment to the contractual instructors at time of invoicing.

This matter was APPROVED on the Consent Agenda.

2017-0026 2017 Taste Entertainment - American English

American English is a popular local group that continues to be a big draw as it was for the 2016 Taste of Orland Park. They performed as the headline act on Sunday, August 7, 2016 from 7:00 p.m. - 9:00 p.m. Crowds of all ages, including families, began arriving more than an hour prior to the start to capture their space and the lawn was filled up. Staff estimates the 2016 Sunday crowd to be around 15,000 attendees, based upon daily attendance numbers. With the previously approved headliner performers (Friday - Sixteen Candles and Saturday - 7th Heaven), staff feels American English as Sunday's headliner will complement the other days and create a strong line up of performers across the event.

Staff would like to continue the momentum and have American English return in 2017 to perform as the Sunday headline act for the 2017 Taste of Orland Park on Sunday, August 6, 2017 from 7:00 p.m. - 9:00 p.m. The total cost of the performance will be \$5,000 with a \$2,500 deposit and a balance of \$2,500 both to be paid to American English.

I move to approve the contract for the group, American English, in the amount of \$5,000.00 to provide entertainment at the Taste of Orland Park on Sunday, August 6, 2017 from 7:00 p.m. - 9:00 p.m.;

And

To approve a deposit payment in the amount of \$2,500.00 to be paid to American English upon approval of contract and the balance to be paid at the Taste of Orland Park 2017 to the band, American English.

This matter was APPROVED on the Consent Agenda.

2017-0027 2017 Winter/Spring Senior Program Guide Printing

In 2016, the inaugural Summer/Fall Senior Program Guide was well received by the senior resident population. Staff is preparing to send the 2017 Winter/Spring issue to over 8,200 resident seniors, which is an increase from the inaugural publication. This program guide will highlight all senior programs, special events, and other Orland Park partner offerings tailored for the senior population.

Staff solicited four quotes for the printing of 10,000 program guide copies; 8,249 to be mailed to senior residents. The remaining copies will be distributed in all Village buildings and at events throughout the seasons.

The specifications for the piece are 10,000 copies, 8.125 x 10.625, 40 pages, 4/4 with bleeds, 80Lb. Dull Cover/ 80# Dull Text / 50Lb. White Offset, saddle stitch and prepare for USPS mailing. FOB 8,249 to be delivered to the Orland Park Post Office, and the remaining 1,751 delivered to the Village of Orland Park

Recreation Administration Office.

The quotes are as follows:

Solution 3 Graphics \$8,376.95

Cardinal Color Group \$8,800.00

M & G Graphics \$8,867.26

Allegra Print & Marketing \$12,900.00

Staff is recommending the lowest quote from Solution 3 Graphics.

I move to approve the quote from Solution 3 Graphics to print the 2017 Winter/Spring Senior Program Guide.

This matter was APPROVED on the Consent Agenda.

2017-0041 159th & LaGrange Road Various Invoices - Approval

A detailed spreadsheet is attached in Legistar showing the invoices requiring payment due to the 159th & LaGrange Road intersection improvement.

I move to approve payment of invoices for the 159th Street and LaGrange Road intersection improvements in the amount of \$4,117.39.

This matter was APPROVED on the Consent Agenda.

2017-0022 Stellwagen Farm Perimeter Path Construction Engineering

In 2013 the Village awarded Christopher B. Burke Engineering, Ltd. (CBBEL) a design engineering contract for the Stellwagen Farm perimeter path. The construction documents are complete and have been reviewed by both Village Staff and Stellwagen Foundation members. The approved FY 2017 capital improvement budget includes funds for the construction and construction engineering of the perimeter path. Staff anticipates soliciting bids for the construction of the path in Spring 2017 with construction to take place mid to late summer. This would avoid the farm spring planting season as well as the fall harvest. The estimated cost of the path is \$625,000. Staff will introduce a new agenda item once the construction project is bid and evaluated for award with the actual bid cost.

The CBBEL construction engineering proposal will coordinate and manage the construction of the Stellwagen perimeter path to ensure the path is being built and paid per the contract specifications. The scope includes providing pre-bid services such as responding to design questions by potential bidders and assisting staff in evaluating the bid documents.

I move to approve awarding a construction engineering services contract for the Stellwagen Farm perimeter path construction to Christopher B. Burke Engineering Ltd. of Rosemont Illinois for \$28,000;

And

Approve authorizing the Interim Village Manager to sign the contract.

This matter was APPROVED on the Consent Agenda.

2017-0023 Stellwagen Farm Parking Facilities, 108th Avenue Engineering and Permitting

As part of the development and programming of the Stellwagen Farmstead, a new parking lot north of the existing farm house is proposed. The entrance into the parking lot will be from 108th Avenue. To accommodate traffic entering the parking lot, widening and channelization of 108th is recommended. An exclusive left turn lane will provide a safe entrance into the facility allowing thru traffic to proceed through this area uninterrupted. 108th Avenue is under the jurisdiction of Cook County therefore a Cook County Highway permit will be required.

In 2013, the Village awarded Christopher B. Burke Engineering, Ltd. (CBBEL) a design engineering contract for the Stellwagen Farm perimeter path. CBBEL is familiar with the area, has provided concept exhibits for the 108th Avenue improvement as well as engineering of the proposed parking lot. Staff is recommending keeping CBBEL engaged in the development of this phase of the Stellwagen Farmstead.

The CBBEL proposal includes the survey of 108th Avenue and engineering of the widening of 108th Avenue and parking lot. Most of the parking lot has been designed as part of the Stellwagen Path design; however a portion of the parking lot needs to be coordinated with the 108th Avenue improvements. Also included in this proposal are the necessary 108th Avenue pedestrian crossing improvements. The improvements include new striping and signing of the pedestrian crossing areas.

I move to approve awarding a design and engineering services contract for the Stellwagen Farm Parking Facilities, 108th Avenue Engineering and Permitting to Christopher B. Burke Engineering Ltd. for \$35,000;

And

Approve authorizing the Interim Village Manager to sign the contract.

This matter was APPROVED on the Consent Agenda.

2017-0024 Village Code Amendment - Pets in Outdoor Seating Areas

The Village of Orland Park currently follows the 2013 FDA Food Code for its food service health regulations.

Section 6-501.115 of the code prohibits animals from entering the premises of food establishments with exceptions for fish and service/patrol animals.

The Development Services Department has received requests from local food service establishments to allow pet dogs at outdoor eating areas. This department has proposed an addition to Village Code section 6-1-1-4 as an amendment to Section 6-50.115 of the Food Code to allow dogs in outdoor eating areas of food service facility if adhering to multiple safety requirements.

I move to approve the local revisions of Title 6, Chapter 1 of the Village Code.

This matter was APPROVED on the Consent Agenda.

2017-0021 147th Street and Ravinia Avenue Roundabout Utility Relocation Consultation Services

As part of the FY 2013 Budget, the Village Board approved the engineering for a roundabout at 147th Street and Ravinia Avenue. The intersection currently operates as an all-way stop control. A roundabout at this location has been contemplated by the Village for a number of years to improve traffic flow as well as provide an opportunity for the Village to aesthetically enhance the intersection. The Village has secured funding (70% FED/30% Local) from the Southwest Conference of Mayors (SCM) for all phases of this project.

Strand Associates has completed the Phase I Engineering Report which was approved by IDOT and the FHWA on May 8, 2015. Phase II Engineering and land acquisition is nearing completion. The project is currently scheduled to start construction in 2018. Prior to construction, staff is recommending to advance utility coordination to potentially avoid costly utility delays during the construction of the roundabout.

Strand Associates has provided a scope and fee proposal to manage the utility coordination and possible relocation. Strand has acquired the utility information, existing and proposed conditions of the roundabout area and has intimate knowledge of roundabout project making them the logical choice to assist with the utility relocation coordination. Typically this work is done as part of the construction engineering but as previously stated; staff believes that it is important to start the utility relocation work prior to the roundabout project starting in an effort to avoid delays and cost overruns of the roundabout construction. The fee for this work is proposed to be paid 100% by the Village. Construction engineering and construction funds will utilize the previously secured Federal STP funding (70% FED/30% Local). The project will be invoiced monthly for the hours worked at the hourly rates provided.

I move to approve entering into a contract with Strand Associates of Joliet, Illinois in the amount not to exceed \$20,000 for the 147th Street and Ravinia Avenue Roundabout Utility Relocation Consultation Services;

And

Approve authorizing the Interim Village Manager to sign the contract.

This matter was APPROVED on the Consent Agenda.

2017-0020 Purchase of Property Located at the NE Corner of 147th and Ravinia - Ordinance

As part of the FY 2013 Budget, the Village Board approved the engineering for a roundabout at 147th Street and Ravinia Avenue. The intersection currently operates as an all-way stop control. A roundabout at this location has been contemplated by the Village for a number of years to improve traffic flow as well as providing an opportunity for the Village to aesthetically enhance the intersection. The Village has secured funding from the Southwest Conference of Mayors (SCM) for all phases of this project.

Strand Associates has completed the Phase I Engineering Report which was approved by IDOT and the FHWA on May 8, 2015. Phase II Engineering and land acquisition is nearing completion. The project is currently scheduled to start construction in 2018.

The Village's consultant team has negotiated a cost of the required right of way and temporary construction easement required to construct the proposed roundabout.

I move to pass Ordinance Number 5161, entitled: ORDINANCE PROVIDING FOR THE ACQUISITION OF RIGHT-OF-WAY AND TEMPORARY CONSTRUCTION EASEMENT (NE CORNER - 147TH STREET AND RAVINIA AVENUE).

This matter was PASSED on the Consent Agenda.

2017-0033 Dunkin Donuts - Landscape Plan

This is a request for approval of a landscape plan for the Dunkin Donuts at 15615 Harlem Avenue. The Village Board approved the Site Plan on March 7, 2016 with the following conditions:

- 1) Add a sign at the drive-through exit to indicate the direction drive-through patrons should travel to exit to 71st Court.
- 2) Connect all interior sidewalks to the public sidewalk networks on Harlem Avenue and 156th Street.
- 3) Screen the garbage enclosure with landscaping from view of Harlem Avenue.
- 4) Submit a traffic study prior to the project being forwarded to the Village Board of Trustees for final consideration.
- 5) Screen all mechanical equipment at grade level with landscaping or on the rooftop with parapets from view of the surrounding public rights-of-way.
- 6) Submit a final landscape plan, meeting all Village Codes, for separate review and approval within 60 days of final engineering approval.
- 7) Meet all final engineering and building code related items.

Per Code requirements, the petitioner submitted a landscape plan that has been

reviewed and approved by the Village's Landscape Architect consulting firm.

I move to accept as findings of fact the findings of fact as set forth in this staff report dated February 6, 2017;

And

Approve the landscape plan titled, "Dunkin Donuts Landscape Plan Sheet L-1" drawn by IRG, Inc. and dated 11/22/2016.

This matter was APPROVED on the Consent Agenda.

2016-0590 2017 Land Development Code Amendments I

I move to approve the Land Development Code amendments as recommended at the January 10, 2017 Plan Commission meeting and as fully referenced below.

(THIS SECTION FOR REFERENCE ONLY (NOT NECESSARY TO BE READ))

I move to approve the Land Development Code amendments for Section 2-102, 5-101, 6-205.1, 6-206, 6-207, 6-208, 6-210, 6-211, 6-212, 6-302, 6-305, 6-308, 6-406 and 6-408, as presented in the attached Amendment Report titled "2017 Land Development Code Amendments I - Amendment Report to the Plan Commission", prepared by the Development Services Department and dated January 10, 2017.

This matter was APPROVED on the Consent Agenda.

2016-0805 Land Development Code Amendment - Regional Mixed-Use Campus District

The purpose of these amendments is to revise and update the Land Development Code.

I move to approve amendments to the zoning map and text of the Village's Land Development Code to establish a Regional Mixed-Use Campus District by rezoning areas from E-1 Estate Residential District and ORI Mixed-Use District to RMC Regional Mixed-Use Campus District as presented in the attached supporting documents.

This matter was APPROVED on the Consent Agenda.

2016-0607 Cook County Highway Facility Solar Panels - Ordinance

On November 7, 2016, the Village Board of Trustees approved a variance for a solar air heating system on the south facades of two buildings at the Cook County Highway Maintenance Facility at 8900 W. 135th Street. The variance allowed for 100% wall coverage to establish solar air heating systems with the capacity to offset energy consumption at the maintenance facility. The project is subject to the conditions stated in the ordinance.

This is now before the Village Board for consideration of the ordinance.

I move to pass Ordinance Number 5162, entitled: AN ORDINANCE GRANTING A VARIANCE FOR COOK COUNTY HIGHWAY FACILITY SOLAR PANELS (8900 W. 135th STREET)

This matter was PASSED on the Consent Agenda.

2016-0709 Townhomes at Colette Highlands - Appearance Review

The proposed revisions to the Board approved elevations for this townhome subdivision can be categorized into two parts. The first part is the adjustment of the front elevations' width. The second part is the addition of a fourth level rooftop patio on the rear elevation of some units.

No variances are proposed for this project, not even from the Building Code, to achieve these changes.

The recommendation motion includes the following conditions:

1. Replace all elevation drawings in the approval of Oct. 12, 2016 with the new pages that reflect the changes of sheet SK8.1, last revised January 17, 2017.

Overall, the project conforms to the Village's Comprehensive Plan, Land Development Codes and policies for this area.

I move to approve the Administrative Review for Townhomes at Colette Highlands and the Site Diagram as the regulating plan for roof decks as recommended at the January 16, 2017 Development Services Planning and Engineering Committee meeting and as indicated in the below fully referenced motion.

THIS SECTION FOR REFERENCE ONLY (NOT NECESSARY TO BE READ)

I move to approve the Administrative Review for Townhomes at Colette Highlands, as indicated in the elevation drawings titled "Townhomes at Colette Highlands 15608-24 Park Station Blvd. Orland Park, Illinois," prepared by John Schiess Architect, sheets SK1 through SK15, subject to the following conditions:

1. Replace all elevation drawings in the approval of Oct. 12, 2016 with the new pages that reflect the changes of sheet SK8.1, last revised January 17, 2017;

And

I move to approve the site diagram titled "Site Diagram - Roof Deck Options", prepared by John Schiess Architect, sheet SK000, last revised January 16, 2017 as the regulating plan for roof decks in the development.

This matter was APPROVED on the Consent Agenda.

PARKS AND RECREATION

2017-0066 Village of Orland Park Periodical Print RFP - Reissue

On January 10, 2017, the Village of Orland Park issued a Request for Proposal for the printing of the Village periodicals which included three editions of the Orland Park Public, the Annual Report, three editions of the Recreation Program Guides, and two editions of the Senior Guide. On January 27, 2017, three proposals were received, only one was fully responsive.

The proposal was over budget on all three publications as follows, \$23,825 over budget for the Orland Park Public and Annual Report, \$32,322 over budget for the Recreation Program Guides, and \$1,800 over budget for the Senior Guide.

Staff is seeking approval to reject the proposal due to excessive pricing and to re-issue the request for proposal. Staff will work alongside our normal request for proposal notification process to ensure local and regional print companies have an opportunity to submit their proposals.

I move to approve rejection of the proposal for printing of the Village of Orland Park periodicals and re-issuing the request for proposal.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

Nay: 0

FINANCE

2017-0031 Northern Illinois Municipal Electric Cooperative - Resolution

In April 2007, the Board approved the Village's participation in the Northern Illinois Municipal Electric Cooperative (NIMEC) in order to obtain more favorable pricing of the Village's electric needs. NIMEC is a cooperative with 170 members, 123 municipalities and 47 other districts, that pools the energy needs of its members in order to secure more competitive pricing based on higher volumes than can be provided individually to a single municipality (see attached NIMEC fact sheet). These members purchase more than \$20M in electrical energy each year through NIMEC; in the past, this aggregate purchasing power provided savings between 15 - 35%. The savings the Village has realized over the last four years by participating in NIMEC is approximately 20%.

Although the exact dates are not known, upon renewal of the Village's membership, NIMEC will once again go out to bid on the Village's behalf in order to obtain the most favorable pricing on the Village's eight largest electric accounts

- Sportsplex, Centennial Pool, Humphrey Ballfields, Main Pump Station, three Booster Stations and the Civic Center, as our current electricity contract for these accounts expires in May 2017. It is anticipated that the bids will be received at some time between February 1 and March 31, depending on market conditions. NIMEC will obtain 12, 24 and 36 month pricing. Each member will be able to choose the term that best fits its needs.

Staff recommends that the Village continue its participation in this cooperative in order to realize substantial savings on the cost of electricity and asks that the Board approve the continuation of this participation for the next three years, subject to the continued performance level of NIMEC.

I move to pass Resolution Number 1702, entitled: A RESOLUTION AUTHORIZING THE PARTICIPATION IN THE NORTHERN ILLINOIS MUNICIPAL ELECTRIC COLLABORATIVE (NIMEC) AND AUTHORIZING THE MAYOR/VILLAGE MANAGER TO APPROVE A CONTRACT WITH THE LOWEST COST ELECTICITY PROVIDER FOR A PERIOD UP TO 36 MONTHS.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

Nay: 0

BOARD COMMENTS

TRUSTEE GIRA – Congratulated staff on the great job that was done with the Cinderella's Ball which was this past Saturday, February 4th at the Civic Center. It was a sold out event.

PRESIDENT McLAUGHLIN – Also attended the Cinderella Ball which was a great event. He has spoken to Recreation Division Director Nancy Flores and Assistant Village Manager Joseph La Margo to possibly change the venue of this event to accommodate more attendees since it is always sold out.

He reminded everyone that this Thursday, February 9th at 7 PM will be the Village's fourth Telephone Town Hall Meeting.

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; and c) setting a price for sale or lease of village property.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

Nay: 0

RECONVENE BOARD MEETING

The roll was called to reconvene the Regular Meeting and Trustees Fenton, Dodge, Gira, Ruzich, Calandriello, Carroll and President McLaughlin 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; and c) setting a price for sale or lease of village property.

ADJOURNMENT - 9:05 PM

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

Nay: 0

/nm

APPROVED:

Respectfully Submitted,

John C. Mehalek, Village Clerk