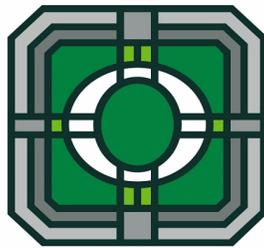


# VILLAGE OF ORLAND PARK

14700 S. Ravinia Avenue  
Orland Park, IL 60462  
[www.orlandpark.org](http://www.orlandpark.org)



## Meeting Minutes

Monday, February 17, 2025

7:00 PM

Village Hall

## Board of Trustees

*Village President Keith Pekau  
Village Clerk Brian L. Gaspardo  
Trustees, William R. Healy, Cynthia Nelson Katsenes, Michael R. Milani,  
Sean Kampas, Brian Riordan and Joni Radaszewski*

## CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:13 P.M.

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

## VILLAGE CLERK'S OFFICE

### 2025-0140 Approval of the February 3, 2025, Regular Meeting Minutes

I move to approve the minutes of the Board of Trustees Meeting of February 3, 2025.

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

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

**Nay:** 0

## ACCOUNTS PAYABLE

### 2025-0151 Accounts Payable February 4, 2025, through February 17, 2025 - Approval

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

I move to approve the Accounts Payable February 4, 2025, through February 17, 2025, in the amount of \$4,757,764.25.

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

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

**Nay:** 0

## CONSENT AGENDA

### Passed the Consent Agenda

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

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

**Nay:** 0

### **2025-0139 Payroll for January 31, 2025 - Approval**

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

I move to approve the Bi-Weekly Payroll for January 31, 2025, in the amount of \$1,561,249.19.

**This matter was APPROVED on the Consent Agenda.**

### **2025-0122 Parking Garage Control Joint Caulking**

For 2025, Public Works budgeted to begin addressing issues outlined in the “Main Street Parking Garage Facility Condition Assessment Report”, which was completed in 2024. The focus of the repairs this year will be the replacement of control joint caulking, which has largely failed throughout the facility. In replacing the caulking on the top (5th) floor of the garage, the hope is water penetration to the lower floors will be minimized.

Public Works requested a proposal from Midwest Mechanical Group, Inc. (“Midwest Mechanical”), who participate in the Omnia Partners cooperative program (Contract #02-91), to complete the replacement of control joint caulking. The scope of work includes the removal and replacement of one thousand (1,000) linear feet of caulking around the outer edge of the top floor of the parking garage. Additional funding will be requested in subsequent years to continue caulking replacement throughout the facility, as well as addressing other issues highlighted in the Facility Condition Assessment Report.

A summary of the proposal submitted by Midwest Mechanical, which are based on Omnia Partners Contract #02-91, is provided below:

Main Street Parking Garage Control Joint Caulking  
Total: \$39,776.00

Based on price and company qualifications, staff recommends approving proposal from Midwest Mechanical Group, Inc. for \$39,776.00. A contingency is not requested for this project.

I move to approve the waiver of the competitive bid process in lieu of participation in joint purchasing cooperative Omnia Partners pursuant to Contract #02-91 and authorize the approval and execution of a vendor contract with Midwest Mechanical Group, Inc. for the Main Street Parking Garage Caulking Repairs based on Midwest Mechanical Group, Inc’s proposal 2025012301 dated January

27, 2025, for a total not-to-exceed contract price of \$39,776.00;

AND

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

AND

Allow the Village Manager to approve change orders related to the contract.

**This matter was APPROVED on the Consent Agenda.**

### **2025-0123 SportsPlex Masonry Sealing**

Guided by the 2022 "Facilities Condition Assessment", the Public Works Department recently completed several building improvement projects at SportsPlex. For example, between 2022 and 2024, roofs and gutters were replaced, the walking track flooring and interior lighting replaced, locker rooms upgraded, and extensive HVAC and control joint caulking projects completed. The next step in facility improvements at SportsPlex is to seal the CMU (concrete masonry unit) block which makes up the building's exterior. Masonry sealing aims to prevent water from penetrating exterior masonry. By preventing water absorption, structural, moisture and aesthetic issues can be better controlled.

Public Works requested a proposal from Midwest Mechanical Group, Inc. ("Midwest Mechanical"), who participate in the Omnia Partners cooperative program (Contract #02-91), to seal fifteen thousand (15,000) square feet of exterior masonry, which is approximately 40% of the building's total of thirty-five thousand (35,000) square feet of exterior masonry. Additional funding will be requested in subsequent years to continue sealing the remaining areas of the building.

A summary of the proposal submitted by Midwest Mechanical, which is based on Omnia Partners Contract #02-91, is provided below:

SportsPlex Masonry Sealing  
Total: \$74,850.00

Based on price and company qualifications, staff recommends approving the proposal from Midwest Mechanical Group, Inc. for \$74,580.00. A contingency is not requested for this project.

I move to approve the waiver of the competitive bid process in lieu of participation in joint purchasing cooperative Omnia Partners pursuant to Contract #02-91 and authorize the approval and execution of a vendor contract with Midwest Mechanical Group, Inc. for the SportsPlex Masonry Sealing based on Midwest

Mechanical Group, Inc's proposals dated January 20, 2025, for a total not-to-exceed contract price of \$74,580.00;

AND

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

AND

Allow the Village Manager to approve change orders related to the contract.

**This matter was APPROVED on the Consent Agenda.**

### **2025-0133 2025 Playground Renovations - Purchase and Installation**

There are fifty-four (54) playgrounds spread across sixty-six (66) park and facility sites in the Village. According to the 2020 NRPA Agency Performance Review, which highlights characteristics of America's local public park agencies, a community with a population range between 50,000 to 99,999 has on average one (1) playground for every 3,859 residents. With a population of roughly 60,000, the Village of Orland Park fairs substantially better, with one (1) playground for every 1,111 residents.

According to the U.S. Access Board and the National Center on Accessibility, a typical public playground is designed to be in place for ten to twenty (10-20) years. It should be noted that while some Village playgrounds have surpassed that average life span, Village playgrounds are maintained to the highest possible safety standards. A Certified Playground Safety Inspector (CPSI) from the Public Works Department inspects and reports on each playground on a monthly basis, and all hazards and other issues are addressed promptly.

The Public Works Department currently employs five (5) Certified Playground Safety Inspectors (CPSI). Upon completion of each playground, a Village CPSI audits all work to ensure compliance with manufacturer requirements and national playground standards. Once approved by a Village CPSI, playgrounds are opened to the public for all to enjoy.

Since 2020, the Village has renovated twenty-six (26) playgrounds based on data outlined in the "2019 Village Park Assessment" and subsequent "2023 Playground and Pavilion Assessment". The 2019 Assessment was used to help determine which playgrounds would be renovated from 2020-2023 and provided a comprehensive look at the condition of the Village's parks, while the goal of the "2023 Playground and Pavilion Assessment" was to provide a roadmap for the next five (5) years (2024-2028) for playground and pavilion renovations. The 2023 Playground and Pavilion Assessment is available for public review via the Public Works website.

### Playground Funding

The Village's 5-Year Capital Budget includes funding for sixteen (16) playground and ten (10) pavilion renovations between 2024 and 2028 as detailed below:

#### 2024

Playgrounds: Colonial, Frontier, Mallard Landing and Treetop Parks  
Pavilions: Brown (new), Cameno Real (new), Capistrano (replacement), and Country Club Estates (replacement) Parks

#### 2025

Playgrounds: Country Club Estates, Laurel Hill, Eagle Ridge III, Doogan and Schussler Parks  
Pavilions: Doogan (new) and Helen (replacement) Parks

#### 2026

Playgrounds: Evergreen View, Grasslands, and Helen Parks  
Pavilions: Eagle Ridge III (replacement) and Evergreen View (replacement) Parks

#### 2027

Playgrounds: Crystal Creek, Equestrian, and Fountain Hills Parks  
Pavilions: Frontier (replacement) and Veterans (replacement) Parks

#### 2028

Playgrounds: Deer Point Estates and Wlodarski Parks  
Pavilions: Crescent Park (depending on development plans for the Triangle)

It should be noted that Playground and Pavilion renovations are presented to the public and Recreation Advisory Board (RAB) on an annual basis, and as such, the proposed renovation list is subject to change.

### 2025 Proposed Playground Renovations

The Village's FY2025 budget includes funding for four (4) playground renovations, which based on data from the 2023 Playground and Pavilion Assessment, includes Country Club Estates, Laurel Hill, Eagle Ridge III, and Doogan Parks. The renovation of the playground at Schussler Park is part of a larger renovation of the park, and has been budgeted/reviewed separately from the 2025 Playground Renovations (see 2023-1001).

The full scope of work of these renovations includes new playground equipment, new engineered wood fiber (wood mulch), improved edge restraints, new site amenities, and ADA improvements. A description of proposed playground improvements and a map of the location of these parks are provided as an attachment to this report.

### Public Notification of Proposed Improvements

To notify residents of the proposed playground improvements, postcards were sent to the three hundred and thirty-seven (337) residents who live within three hundred (300) feet of the parks where improvements are proposed. Postcards included general information about the proposed improvements, as well as a QR Code that links to the website where more detailed information was available. A survey was posted on the Public Works website for residents to vote on their preferred playground option (1 or 2) and provide comments regarding the improvements. An invitation to the February 4, 2025, Recreation Advisory Board (RAB) meeting was also included.

At the RAB meeting on February 4th, held at the Civic Center, Public Works Staff presented all proposed playground and pavilion improvement projects to the public and RAB members. Survey results were presented for each park. No residents attended the meeting. Ultimately the RAB voted on each of the proposed playground options and a final recommendation was made for each park, as summarized below:

#### Playgrounds

Country Club Estates Park: Option 1 (no changes proposed)

Laurel Hill Park: Option 2 (no changes proposed)

Eagle Ridge III Park: Option 1 (no changes proposed)

Doogan Park: Option 2 (no changes proposed)

#### Pavilions

Helen and Doogan Parks: No changes proposed

The RAB-recommended options aligned with the preferred options of residents as indicated on the online survey results. The playground proposal described below, which is attached for approval, reflects the updated playground selections voted on and recommended by the members of the Recreation Advisory Board.

#### Playground Proposal

A co-op proposal from Landscape Structures Inc. (LSI) for the purchase and installation of the aforementioned playground improvements is attached for review. The proposal was facilitated by Landscape Structures' local vendor, NuToys Leisure Products. The proposal includes an 8% discount on playground equipment based on the co-op pricing offered via Sourcewell Contract # 010521-LSI. The co-op discount is typically 6%, but because of the volume of equipment purchased, the Village will receive an 8% discount. The proposed contractor site work has been competitively bid by NuToys and is based on prevailing wage rates. This is the same proposal process that has been used since 2020 for playground improvements.

The scope of LSI's proposal includes: new playground equipment, professional playground installation, safety surfacing (mulch) removal and replacement, edge restraint (border) removal and replacement, and the installation of access ramps

per the ADA. It should be noted that, due to long lead times, approval for the purchase of the pavilions that will be installed in 2025 were purchased in December 2024 (see 2024-0863).

To complete the proposed playground renovations, the Village utilizes LSI as the general contractor to ensure the playground equipment, safety surfacing, and concrete work is installed correctly by certified local contractors. The Village would work closely with Landscape Structures' local vendor, NuToys Leisure Products, on a day-to-day basis during the duration of the project. This is the same arrangement used by the Village since 2020 which has provided an efficient and effective means of completing the scope of work. Since 2020, procurement of equipment was completed on schedule and the installation of all work exceeded Staff's expectations for quality and attention to detail.

LSI has also used this type of co-op purchasing/installation services contract with several other local municipalities, including the City of Lake Forest, Arlington Heights School District, Buffalo Grove Park District, Algonquin School District 300, Niles Park District, West Aurora School District, Peoria Park District, and Naperville School District 203.

As such, Staff recommends approving the proposal from Landscape Structures Inc. for the 2025 playground equipment purchase and installation for \$776,632.00.00. A 2% contingency of \$15,533.00 is requested to address change orders made necessary by circumstances not reasonably foreseeable at the time the contract was signed. As such, the total requested approval is for an amount not to exceed \$792,165.00.

I move to approve the waiver of the competitive bid process in lieu of participation in joint purchasing cooperative Sourcewell pursuant to Contract # 010521-LSI and authorize the approval and execution of a vendor contract with Landscape Structures, Inc. for the 2025 Playground Renovations - Purchase and Installation, based on Landscape Structures, Inc.'s proposal dated February 5, 2025, for \$776,632.00 plus a \$15,533.00 contingency, for a total not-to-exceed contract price of \$792,165.00;

AND

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

AND

Allow the Village Manager to approve change orders related to the contract.

**This matter was APPROVED on the Consent Agenda.**

**2025-0134 Village Hall Uninterruptible Power Supply (UPS) System Project**

The Village Hall Generator Project, which was completed in 2024, included the installation of a standby generator capable of supplying Village Hall with enough electricity to function as normal in the case of a power outage, including critical hardwired systems like HVAC, computer, and security systems. One feature that was not included with this project was the installation of an uninterruptible power supply (UPS).

A UPS is an electrical apparatus that provides emergency power when the actual power source is reduced, overloads, or fails. The battery runtime for most UPS systems is relatively short (only a few minutes) but sufficient to start a standby power source (e.g. a generator) or properly shut down protected equipment. In short, a UPS bridges the gap between a power source (i.e. ComEd) and the startup of a backup power source (e.g. standby generator) by providing a short-term, uninterrupted supply of power.

To address the design and installation of a new UPS system at Village Hall, Public Works coordinated with Dav-Com Electric, Inc. ("Dav-Com"), who participate in the Omnia Cooperative Purchasing program, on a proposal for this work. On all accounts, the staff from Dav-Com have provided excellent customer service and high-quality installation services on previous electrical projects. Public Works also contracted Dav-Com to replace an outdated UPS system at the Police Department in 2021.

Proposal #25-167-03 submitted by Dav-Com is based on pricing from Omnia Affiliate Compliance Management Contract #02-139. The scope of work includes the design, procurement, and installation of the new UPS system, a two (2) year warranty, and manufacturer startup and training. The RS Means pricing book, a commercial industry standard, was used to determine the fair and reasonable cost of labor, material, and equipment. The majority of the cost is for the purchase of UPS rack system that is sized to support the entire Village Hall load that includes IT equipment, HVAC, lighting, and other equipment. Due to accounting for more of these power needs with a larger rack system, the end cost was more than what was originally budgeted. A summary of the proposal price is provided below:

Dav-Com Electric, Inc.  
TOTAL: \$242,300.00

Based on the provided co-op proposal price and company qualifications, staff recommends approving the proposals from Dav-Com for a total of \$242,300.00. A contingency of \$10,000.00 is requested to address change orders made necessary by circumstances not reasonably foreseeable at the time the proposals are signed, for a total contract price not to exceed \$252,300.00.

I move to recommend to the Village Board to approve the waiver of the

competitive bid process in lieu of participation in joint purchasing cooperative Omnia Partners pursuant to Contract #02-139 and authorize the approval and execution of a vendor contract with Dav-Com Electric, Inc. for the Village Hall UPS System Project, based on Dav-Com Electric, Inc.'s proposal #25-167-03 dated January 26, 2025, for \$242,300.00 plus a \$10,000.00 contingency, for a total not-to-exceed contract price of \$252,300.00.

**This matter was APPROVED on the Consent Agenda.**

### **2025-0135 Civic Center Generator Connection Project**

The Civic Center hosts many services for the Village outside of birthdays, weddings, and bingo nights. For example, the Civic Center is the Village's designated backup cooling center to the Police Department, as well as being a rally point during emergencies per the Village's Emergency Operations Plan. However, there is currently no backup power source for the Civic Center, meaning that if electrical service to the facility is down, providing those emergency functions would be challenging.

To address this issue, the Public Works Department plans to install a connection point that could be used to power the Civic Center in an emergency with a mobile backup generator. The generator would provide sufficient power to operate the building normally including rooftop A/C units to cool the building.

Public Works coordinated with Dav-Com Electric, Inc. ("Dav-Com"), who participate in the Omnia Cooperative Purchasing program, on a proposal for this work. On all accounts, the staff from Dav-Com have provided excellent customer service and high-quality installation services on previous electrical projects. Proposal #25-167-06 submitted by Dav-Com is based on pricing from Omnia Affiliate Compliance Management Contract #02-139. The scope of work includes the design, procurement, and installation of the generator connection port on the east side of the building near the existing ComEd transformer. The generator connection port (pin and sleeve connector) would be compatible with the Village's existing generators, and could also be used if a generator was appropriated from a regional emergency agency such as a Cook County Emergency Operations Center or Illinois Public Works Mutual Aid Network (IPWMAN).

The RS Means pricing book, a commercial industry standard, was used to determine the fair and reasonable cost of labor, material and equipment. A summary of the proposal price is provided below:

Dav-Com Electric, Inc.  
TOTAL: \$35,600.000

Based on the provided co-op proposal price and company qualifications, staff recommends approving the proposals from Dav-Com for a total of \$35,600.00. A contingency of \$5,000.00 is requested to address change orders made

necessary by circumstances not reasonably foreseeable at the time the proposals are signed, for a total contract price not to exceed \$40,600.00.

I move to approve the waiver of the competitive bid process in lieu of participation in joint purchasing cooperative Omnia Partners pursuant to Contract #02-139 and authorize the approval and execution of a vendor contract with Dav-Com Electric, Inc. for the Civic Center Generator Connection Project, based on Dav-Com Electric, Inc.'s proposal #25-167-06 dated January 26, 2025, for \$35,600.00 plus a \$5,000.00 contingency, for a total not-to-exceed contract price of \$40,600.00;

AND

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

AND

Allow the Village Manager to approve change orders related to the contract.

**This matter was APPROVED on the Consent Agenda.**

**2025-0142 Approval of the Board of Trustees Closed Session Minutes**

I move to approve the minutes of the closed sessions occurring on July 1, 2024, August 5, 2024, August 19, 2024, September 16, 2024, October 7, 2024, October 16, 2024, and October 21, 2024.

**This matter was APPROVED on the Consent Agenda.**

**2025-0136 ITB #35-010 Centennial Soccer Field 1 Renovation Bid Rejection**

In an ongoing effort to rejuvenate Village soccer fields, Invitation to Bid (ITB) #25-010 (attached) was issued on January 13, 2025, with a submittal deadline of 11 a.m., January 31, 2025.

The Village received 5 proposals ranging from \$61,640.00 to \$397,500.00 as detailed below.

Bryne & Jones Construction: \$397,200  
Midwest Field Solutions: \$342,500; Alternative Bid: \$275,000  
Semmer Landscape, LLC: \$119,500  
Vici Commercial Services, LLC: \$62,716  
Christy Webber & Co: \$61,640

I move to approve rejecting all bids received in response to ITB #25-010 Centennial Soccer Field 1 Renovation.

## TECHNOLOGY

### 2025-0130 Network Switches for Police Training Facility

Network switches, including a 1-year term of Cisco SMARTnet Maintenance Support, are needed for the Police Training Facility to support the EOC, Dispatch systems and other computer systems to be located at the facility. The switches quoted are the same make and model switches that were quoted for the Police Dispatch system in the Fall of 2024. The fall switch quotes were compared to the current quote using the The Interlocal Purchasing System (TIPS) Purchasing Cooperative contract 230105 and the TIPS cooperative quote came out slightly cheaper than the fall quotes.

Director of Information Technology Tad Spencer had comments regarding this matter. (refer to audio)

I move to approve the waiver of the competitive bid process in lieu of participation in the Interlocal Purchasing System (TIPS) Purchasing Cooperative pursuant to Contract #230105 for Consulting and Other Related Services and authorize the approval and execution of a vendor contract with Mindsight for the purchase of two Cisco Catalyst C9300 switches, and 1-year of service for Cisco SMARTnet Maintenance Support, to support the Police Dispatch Training facility, based on Mindsight's proposal dated February 6, 2025 for a not-to-exceed contract price of \$27,188.19;

AND

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

AND

Allow the Village Manager to approve change orders related to the contract.

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

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

**Nay:** 0

## DEVELOPMENT SERVICES

### 2025-0111 Text Amendment - Allow Lattice Towers for Government Uses

The purpose of this text amendment is to allow the construction of lattice-style towers for government-owned or government-operated wireless communication facilities. Government uses such as the police department and fire district require specific locations and heights for their radio networks to support effective emergency response operations. Since these towers serve specialized functions critical to public safety, the below amendment would allow for lattice towers to be constructed.

#### PROPOSED AMENDMENT TEXT

##### SECTION 6-314.G. Location and Standards of Wireless Communication Facilities.

...

3. Wireless communication facilities may locate as a new freestanding monopole via a special use permit on any non-residential parcel located in the VC Village Center District, BIZ General Business District, MFG Manufacturing District, COR Mixed Use District or ORI Mixed Use District, or on institutional parcels in any zoning district provided proximity requirements to residential buildings are met.
  - a. The parcel must meet the minimum lot size requirement of the zoning district in which it will be located. (Ord. 3837 - 12/1/03)
  - b. Freestanding wireless communication facilities must meet all setback requirements of the zoning district in which they will be located.
  - c. Freestanding wireless communication facilities cannot be located in the required landscape buffers of the zoning district in which they will be located.
  - d. Freestanding wireless communication facilities must be a minimum of 500 feet from any residential building.
  - e. Freestanding wireless communication towers shall be no taller than 100 feet.
  - f. All new wireless communication towers shall be self-supporting monopoles, except for towers installed by and used for government purposes. Lattice towers may be allowed for government uses when necessary. Guyed towers are prohibited. All towers shall be constructed with at least one release point so as to bend and fold over on themselves when necessary and meet current industry standards for engineering.
  - g. The base and ground equipment of new freestanding wireless communication facilities shall be screened with an 8 foot tall solid, opaque fence enclosure constructed of either wood or neutral colored (e.g. non-white) vinyl material. The base and ground equipment enclosure shall be landscaped using Type 2 Bufferyard requirements as outlined in Section 6-305, "Landscape and Tree Preservation," of this Code. If the required bufferyard cannot be accomplished due to spatial constraints, other incremental improvements or a fee in lieu of landscaping may be required to mitigate the visual impact to the surrounding area. (Amd. Ord. 5061 1/18/16)

h. Existing on-site vegetation shall be preserved or enhanced where possible, and disturbance of existing topography shall be minimized, unless such disturbance would reduce the visual impact on the surrounding area.

**PLAN COMMISSION ACTION**

Regarding Case Number 2025-0111, also known as Text Amendment to Wireless Communication Facilities, staff recommends to accept and make findings of fact as discussed at this Plan Commission meeting and within the Staff Report dated January 30, 2025.

And

Staff recommends the Plan Commission approve a text amendment to Section 6-314.G.3.

**PLAN COMMISSION DISCUSSION**

Present at the Plan Commission were 6 commissioners, members of staff, and one member of the public. After the staff presentation, no questions or comments were raised. The Plan Commission then voted to approve the amendment with a 6 ayes, 0 nays, and 1 absent.

President Pekau had a question. (refer to audio)

Director of Development Services Steve Marciani responded to President Pekau. (refer to audio)

Regarding Case Number 2025-0111, also known as Text Amendment to Wireless Communication Facilities, I move to approve the Plan Commission Recommended Action for this case;

AND

I move to adopt Ordinance 5984, entitled: AN ORDINANCE AMENDING THE LAND DEVELOPMENT CODE OF THE VILLAGE OF ORLAND PARK, AS AMENDED.

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

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

**Nay:** 0

**2024-0884 GW Properties - 7520 159th Street - Harbor Freight Subdivision**

The petitioner requests approval of a Plat of Subdivision for the property located at 7520 159th Street. Approximately 7,231 square feet will be dedicated as

right-of-way. The subdivision will create two lots: Lot 1, approximately 2 acres, will contain the existing Harbor Freight building. Lot 2, approximately 1 acre in size, is a proposed lot along 159th Street for future development. Both lots exceed the minimum 10,000sf lot size required in the BIZ - General Business District. Once subdivided, the petitioner must submit a Development Petition Application to proceed with developing the property. Future site improvements will require compliance with stormwater management, parking reconfiguration, and the addition of sidewalks. Overall, the proposed plat of subdivision conforms to the Village's Land Development Code and policies for this area.

#### PLAN COMMISSION DISCUSSION

Present at the Plan Commission were 6 Commissioners, Staff, the petitioner, and members of the public. Following Staff's presentation, the commissioners and members of the public raised questions.

The Commissioners raised questions on shared parking with the Planned Development to the east, where the petitioner responded that he owns the lots to the east and allows shared parking, and there are existing cross access easements with adjacent properties, allowing for easy movement between the two developments.

There were concerns raised by the Commissioners regarding parking, and whether there is enough parking spaces, especially with the potential overflow from a nearby daycare. Harbor Freight has more parking spaces than needed, but most of it is underused. The parking lot behind Harbor Freight was also discussed, with a large amount of unused parking.

Residents questioned potential future developments on the subdivided land, specifically whether fast food restaurants or other businesses could be allowed. The property is zoned for general commercial use, which could include retail, office, or restaurants. Staff confirmed that if development occurs, it will have to follow the necessary approval process, including public meetings.

The Plan Commission unanimously recommended approval of the subdivision 6 ayes, 0 nays, and 1 absent.

Trustee Katsenes made a motion to amend the motion read to include "I authorize staff to execute and record the plat". It was seconded by Trustee Kampas. All were in favor. (refer to audio)

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

Director of Development Services Steve Marciani responded to President Pekau. (refer to audio)

Regarding Case Number 2024-0884, also known as GW Properties Harbor Freight Subdivision, I move to approve the Plan Commission Recommended Action as presented for this case.

FULL MOTION TEXT (NOT NECESSARY TO BE READ OUT LOUD)

Regarding Case Number 2024-0884, also known as GW Properties Harbor Freight Subdivision, I move to approve a Plat of Subdivision, subject to the final copy of the plat being printed on mylar and submitted to the Village with all non-Village related signatures ready for recording at the Cook County Recorder of Deeds office;

AND

I authorize staff to execute and record the plat.

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

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

**Nay:** 0

#### **2024-0959 Special Use Permit for a Fitness Center - Planet Fitness**

The Petitioner seeks approval of a Special Use Permit in order to operate a Planet Fitness at 103A Orland Park Place. The fitness center is proposed to be located in the vacant tenant space formerly occupied by Binny's Beverage Depot. Improvements to the space will include exterior façade work, a renovated entryway, and interior build-out.

The proposed Planet Fitness would occupy a 21,345 square-foot first floor retail place situated near the center of the Orland Park Place site, fronting 94th Avenue. The fitness center would have one entryway on the east side of the building, which would receive exterior and interior changes through the Appearance Review process.

#### **PLAN COMMISSION DISCUSSION**

Present at the Plan Commission were 6 Commissioners, the petitioner, and members of staff. Following the staff presentation, the Commissioners discussed that they are happy to see the tenant space being used after being vacant for a long time.

Several Commissioners noted that the space is a good fit, with no major issues regarding parking. Questions arose about the lighting configuration around the building, and a Commissioner suggests improving it. Staff stated that the larger

windows at the main entrance of the site would improve the lighting near the main entrance, and staff also mentioned that new wall lighting is proposed on the exterior of the tenant space, replacing the existing decorative lighting.

The proposed parking lot changes primarily involve reconfiguring ADA parking spaces to meet code compliance and adding a landscape island to reduce the impervious surface and improve the on-site landscaping. Further adjustments to the parking lot and site layout will be made as the recently approved outlots (Case 2024-0664) near the proposed Planet Fitness space are developed. Commissioners discussed the possible effects of the outlot development on traffic and parking but still highlighted that there is sufficient space on-site to handle these changes.

The Plan Commission unanimously recommended approval of the subdivision 6 ayes, 0 nays, and 1 absent. This item is now before the Board for consideration.

#### BOARD OF TRUSTEES RECOMMENDED MOTION

Regarding Case Number 2024-0959, also known as Special Use Permit for a Fitness Center - Planet Fitness, I move to approve a Special Use Permit for a Fitness Center at 103A Orland Park Place, subject to the following conditions:

1. Meet all building code requirements and final engineering requirements, including required permits from outside agencies.
2. In cooperation with property ownership, provide and maintain a new parking lot landscape island in the drive aisle north of the main entryway.

President Pekau had a comment. (refer to audio)

Regarding Case Number 2024-0959, also known as Special Use Permit for a Fitness Center for Planet Fitness, I move to approve the Plan Commission Recommended Action for this case;

AND

I move to adopt Ordinance 5985, entitled: ORDINANCE GRANTING A SPECIAL USE FOR A FITNESS CENTER (103A ORLAND PARK PLACE).

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

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

**Nay:** 0

**2025-0032 Humphrey Drive Wetlands Zoning Map Amendment - 9301 143rd Street**

The Petitioner, the Village of Orland Park, seeks approval of a zoning map amendment (“rezoning”) of a 1.3-acre parcel located at 9301 143rd Street. The petitioner seeks to rezone the subject site from E-1 Estate Residential to OS Open Space.

#### PLAN COMMISSION DISCUSSION

Present at the Plan Commission were 6 Commissioners and members of staff. Following the staff presentation, the Commissioners asked several questions regarding the proposed rezoning. The commissioners noted that Open Lands acquired the property to prevent future development on this parcel. They also questioned whether prior agreements existed for the detention needs for future development of the adjacent former Terry’s Lincoln Mercury site. The Commissioners discussed that the Humphrey Drive Wetlands parcel provided detention for Terry’s Lincoln Mercury dealership, and they questioned whether the Terry’s property would need to provide additional detention or if it could still rely on this subject parcel. Staff responded by stating that the zoning map amendment would not affect the future development of the Terry’s site or the open space designation, and that detention ponds are a permitted use within the Open Space zoning district.

The Plan Commission unanimously recommended approval of the subdivision 6 ayes, 0 nays, and 1 absent.

President Pekau had a question. (refer to audio)

Director of Development Services Steve Marciani responded to President Pekau. (refer to audio)

President Pekau entertained a motion to recall the vote due to an error in the motion. It was moved by Trustee Kampas and seconded by Trustee Milani. (refer to audio)

Trustee Riordan made a motion to amend the motion to read: "Regarding Case Number 2025-0032, also known as Humphrey Drive Wetlands Zoning Map Amendment, I move to approve the Plan Commission Recommended Action for this case;

AND

I move to adopt an Ordinance entitled: ORDINANCE REZONING CERTAIN REAL ESTATE FROM E-1 ESTATE RESIDENTIAL TO OS OPEN SPACE (9301 143rd STREET). It was seconded by Trustee Healy. All were in favor. (refer to audio)

Regarding Case Number 2025-0032, also known as Humphrey Drive Wetlands Zoning Map Amendment, I move to approve the Plan Commission Recommended Action for this case;

AND

I move to adopt Ordinance 5986, entitled: ORDINANCE REZONING CERTAIN REAL ESTATE FROM E-1 ESTATE RESIDENTIAL TO OS OPEN SPACE (9301 143rd STREET).

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

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

**Nay:** 0

### **2025-0033 17151 Wolf Road Zoning Map Amendment**

The Petitioner, the Village of Orland Park, seeks approval of a zoning map amendment (“rezoning”) of a 3-acre parcel located at 17151 Wolf Road. The petitioner seeks to rezone the subject site from E-1 Estate Residential to OS Open Space.

#### **PLAN COMMISSION DISCUSSION**

Present at the Plan Commission were 6 commissioners and members of staff. Following the staff presentation, the Commissioners asked several questions, including surrounding properties, floodplain regulations, and potential development challenges.

The Commissioners inquired about the status of neighboring properties, particularly regarding annexation status. The property at El Cortez is within Village boundaries, but much of the surrounding area remains unincorporated. The Commissioners asked about the possibility of annexing properties such as the former bus garage and nearby residential areas. Staff clarified that properties over 60 acres require voluntary annexation, and the unincorporated area exceeds this threshold, so voluntary annexation is the only path forward.

The Commissioners reviewed the possibility of developing the parcel and its surrounding area. Staff provided information on the floodplain status of the property, including the former El Cortez restaurant. They explained FEMA's flood regulations, emphasizing that any development in these areas must comply with federal and state floodplain standards.

The Plan Commission unanimously recommended approval of the subdivision 6 ayes, 0 nays, and 1 absent.

#### **PLAN COMMISSION RECOMMENDED ACTION**

Regarding Case Number 2025-0033, also known as 17151 Wolf Road Zoning

Map Amendment, Staff recommends to accept and make findings of fact as discussed at this Plan Commission meeting and within the Staff Report dated January 21, 2025.

And

Staff recommends the Plan Commission approve a zoning map amendment for 17151 Wolf Road from E-1 Estate Residential to OS Open Space.

President Pekau and Director of Development Services Steve Marciani had comments. (refer to audio)

Regarding Case Number 2025-0033, also known as 17151 Wolf Road Zoning Map Amendment, I move to approve the Plan Commission Recommended Action for this case;

AND

I move to adopt Ordinance 5987, entitled: ORDINANCE REZONING CERTAIN REAL ESTATE FROM E-1 ESTATE RESIDENTIAL TO OS OPEN SPACE (17151 WOLF ROAD).

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

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

**Nay:** 0

### **2025-0153 Massage Business Establishments-Creation of Accessory Massage Establishment License**

The Village has established provisions relating to the regulation of massage businesses operating within the Village, including background checks, operating requirements, and controlling the number of massage business licenses available to establishments within the Village. These regulations are aimed at ensuring the safety of both service providers and customers within the Village. As the Village has administered these regulations, it has become apparent that there are distinctions between businesses primarily offering massage services and those that have massage services available as part of a larger related personal services business. This Ordinance would create a two-tiered system of massage business license, similar to the two-tiered system employed for tobacco businesses. A Class A Massage Business Establishment license would be available to massage businesses where the primary service offered is massage, or where more than 25% of the floor area square footage of the business establishment is dedicated to the offering of massage services. Conversely, a Class B Massage Business establishment license would be available to those business where

massage was offered only as a secondary, accessory service to the larger personal service business and where the floor area dedicated to the offering of massage services was less than 25% of the overall business establishment. The Amendment also clarifies that salon suites do not qualify as a larger business establishment for the purposes of evaluating the square footage of a massage business, since salon suites operate completely independently of each other, including exclusionary possession of service spaces.

Trustee Milani had a question. (refer to audio)

Director of Development Services and President Pekau responded to Trustee Milani.

I move to adopt Ordinance 5988, entitled: Ordinance Amending Section 7-14-2 of the Village Code relating to the creation of an Accessory Class of Massage Business Establishment License.

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

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

**Nay:** 0

#### **2025-0012 Olive Bakery - 15828 Wolf Road - Special Use Permit - Development Petition**

The Petitioner seeks approval of a Special Use Permit for a Restaurant within 300 feet of a residential parcel. The petitioner seeks to expand their existing carry-out bakery into the adjacent tenant space to the north to provide seating for their patrons. Improvements to the space will include installing an ADA (Americans with Disabilities Act) compliant restroom, upgrading the lighting, adding staff, and performing maintenance to improve the facility.

#### **BACKGROUND**

This proposal concerns the properties 15828 and 15832 Wolf Road in County West Plaza at the northwest corner of Wolf Road and 159th Street. Annexed by the Village on April 4, 1994, the 12-tenant shopping plaza has maintained consistent occupancy and provided residents with convenient options for shopping and dining. The unit at 15832 Wolf Road was previously occupied by Palermo's pizza for five (5) years, followed by a carry-out kebab restaurant for two (2) years and has now been occupied by Olive Bakery since 2021. The unit at 15828 Wolf Road was occupied by Jalapeno's restaurant for 26 years before closing in 2024. Jalapeno's offered carry-out service with modest seating accommodations.

## COMPREHENSIVE PLAN

The Comprehensive Plan identifies the intersection of 159th and Wolf Road as a neighborhood center for the Centennial Planning District with a neighborhood mixed use land designation. It encourages convenient shopping, dining and service options for residents.

## PLANNING DISCUSSION

The staff supports the proposal which seeks to continue the existing use under new ownership. The vacant space, previously occupied by Jalapeno's Restaurant, is the subject of this proposal. As part of the plan, the petitioner will install a restroom compliant with ADA requirements. Additionally, the petitioner intends to upgrade the lighting, add staff, and perform maintenance to improve the space for customer use.

Olive Bakery is currently a carry-out only bakery providing mediterranean influenced food. The petitioner seeks to expand into the adjacent unit to the north by removing a portion of the interior wall between the two business to allow for seating for their patrons. Importantly, the petitioner does not intend to remove the existing kitchen equipment in the adjoining unit or expand the seating area from the previous tenant. The petitioner plans to add staff and continue their current operating hours of 9am to 8pm Monday to Saturday and 9am to 6pm on Sunday.

If approved, the proposal will occupy a vacant tenant space, enhance accessibility for patrons, and provide a local business with an opportunity to expand its operations.

### Parking

Parking calculations for this property are considered in accordance with Section 6-306.B.2. which states the Development Services Department may authorize up to a 20% reduction in the total number of parking spaces required on a lot. Preliminary calculations conducted by Staff confirmed the Petitioner's proposal are within the 20% range. It is also noted that the proposal continues the previous use of the space and does not seek to expand the existing seating capacity.

Therefore, Staff's opinion is the proposal would not unreasonably increase parking congestion on the nearby lots and consider the parking demands for this proposal met.

### Vehicular Mobility

County West Plaza is accessible from both Wolf Road and 159th Street with two-way parking aisles and 89 total parking spaces, 4 of which are handicap accessible.

### Pedestrian and Bicycle Mobility

This location is connected to the bicycle network to the east by multi-use pathways down 159th Street and Wolf Road. While the property itself does have a multi-use pathway around its perimeter, connectivity discontinues quickly to the north and south. Bicycle parking is provided at the southern end of the shopping center, located near 159th Street.

#### Signage

Any signage that might be added or altered will be reviewed administratively under a separate permit application to the Development Services Department.

#### Garbage Collection

Both units are serviced by the Plaza's garbage collection which has an attached dumpster enclosure in the rear which has two screening walls constructed of the same material as the principal structure.

The dumpster enclosure does not include a gate or screening for the residences to the west as stipulated in the Village Code. The dumpster enclosure is therefore considered a legal non-conforming structure.

While the petitioner does not anticipate garbage needs changing as a result of this petition, Staff recommends the petitioner and owner work with the Village to establish a plan to bring the garbage collection area into compliance with Land Development Code Section 6-302.D.

#### SPECIAL USE STANDARDS

When reviewing an application for Special Use Permit, the decision-making body shall review the following standards for consideration. The petitioner has submitted responses to the standards, which are attached to this case file. Staff finds the petitioner responses satisfactory and recommends approval of the Special Use Permit allowing a restaurant within 300 feet of a residential property. The factors below come principally from Section 5-105.E of the Land Development Code:

1. Will the special use be consistent with the purposes, goals, objectives and standards of the Comprehensive Plan, and adopted overlay plan and these regulations?
2. Will the special use be consistent with the community character of the immediate vicinity of the parcel proposed for development?
3. Will the design of the proposed use minimize adverse effects, including visual impacts on adjacent properties?
4. Will the proposed use have an adverse effect on the value of adjacent property?
5. Has the applicant demonstrated that public facilities and services, including but not limited to roadways, park facilities, police and fire protection, hospital and medical services, drainage systems, refuse disposal, water and sewers, and schools will be capable of serving the special use at an adequate level of service?

- 6. Has the applicant made adequate legal provision to guarantee the provision and development of any open space and other improvements associated with the proposed development?
- 7. Will the development adversely affect a known archaeological, historical or cultural resource?
- 8. Will the proposed use comply with all additional standards imposed on it by the particular provision of these regulations authorizing such use and by all other applicable requirements of the ordinances of the Village.

In their responses, the Petitioner relayed their excitement to expand and offer seating for their customers. The Petitioner dismissed any concerns of negative impacts on the surrounding properties as the project scope essentially continues the previous tenant’s operations as-is and improves the current conditions by occupying a vacant space, improving accessibility, and performing maintenance in the space.

Regarding Case Number 2025-0012, also known as Special Use Permit for a Restaurant - Olive Bakery, I move to approve the Plan Commission recommended action for this case;

AND

I move to adopt Ordinance 5989, entitled: ORDINANCE GRANTING A SPECIAL USE FOR A RESTAURANT WITHIN 300 FEET OF A RESIDENTIAL PROPERTY (OLIVE BAKERY-15828 & 15832 WOLF ROAD).

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

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

**Nay:** 0

**ENGINEERING**

**2025-0147 143rd Street and John Humphrey Drive Intersection and Bridge Improvements, Phase III Construction Engineering/Observation Services, Contract Award Recommendation**

The Engineering Department issued a Request for Qualifications (RFQ #24-057) for Phase III Construction Engineering/Observation Services for the 143rd Street and John Humphrey Drive Intersection and Bridge Improvements project. The project received federal construction funding of \$3 million through the Surface Transportation Program (STP). The funding applications were managed and processed by the Southwest Conference of Mayors (SCM), Chicago Metropolitan Agency for Planning (CMAP) and Illinois Department of Transportation (IDOT). Since the project received federal funding, it required a Quality Based Selection

(QBS) process with cost negotiation only after the initial selection was made. The RFQ was issued through the Village's BidNet system and the following six (6) engineering consultants submitted their responses:

1. Baxter & Woodman, Inc.
2. Benesch
3. EXP
4. Patrick Engineering Inc. (dba RINA)
5. Thomas Engineering Group, LLC
6. TranSystems Corporation

The Selection Committee ranked the RFQ responses based on the following selection criteria defined in the RFQ:

- Firm's Phase III experience with intersection improvements, traffic signal upgrades, drainage improvements, and dry land improvements using pile supported embankment system - 20%
  - Project team's experience with similar projects - 25%
  - Project team that will work on the project - 35%
  - Overall completeness of submittal and project understanding - 10%
  - Selection team's discretion - 10%
- Total - 100%

After reviewing the qualifications, staff invited the top three firms for in-person interviews at the Village Hall. Based on the outcomes of the interviews, the Selection Committee ranked and scored each consultant as follows:

- |  |    |
|--|----|
| 1. Patrick Engineering Inc. (dba RINA) | 91 |
| 2. EXP                                 | 89 |
| 3. Benesch                             | 86 |

In accordance with the QBS process and based on the above interview results, staff initiated the scope of services and professional fees negotiations with Patrick Engineering Inc. (dba RINA). The first scope and fee submittal showed a total professional fee of \$920,314. Staff continued scope of services and professional fees negotiations over the last few weeks and we successfully completed our negotiations for a total not-to-exceed professional fee of \$849,927. We are recommending that Patrick Engineering (dba RINA) be approved as the consultant for Phase III Construction Engineering/Observation Services for the 143rd Street and John Humphrey Drive Intersection and Bridge Improvements project.

The following are the high-level man-hours included in Patrick Engineering Inc. (dba RINA) professional services:

- Resident Engineer 1,972 hours

- Inspector 1,758 hours
- Document Technician 1,200 hours
- Office/Designer Assistance 152 hours

Staff also required a written commitment from Patrick Engineering Inc. (dba RINA) that experienced and trained staff will be available for the project. Please refer to the attached letter.

I move to approve and authorize the execution of a Professional Services Agreement between the Village of Orland Park and Patrick Engineering Inc. (dba RINA) for Phase III Construction Engineering/Observation Services for the 143rd Street and John Humphrey Drive Intersection and Bridge Improvements for a total not-to-exceed amount of \$849,927;

AND

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

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

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

**Nay:** 0

**RECREATION AND PARKS**

**2025-0131 Recreation & Parks Refund Policy Amendment**

The Recreation and Parks Department administers a refund policy for recreation programs and classes. Refunds for special events, trips and sports leagues utilize protocols which are specific to each.

The refund policy includes 12 guidelines as detailed below. Brief explanations are noted for each refund guideline.

1. All withdrawal requests must be made before the start of the second class and cannot be done online.
  - Withdrawals before the start of class are fully refunded less a \$5 administrative fee. After the first class, approved refunds are on a prorated basis.
  - Online withdrawals are prohibited to permit staff to review and approve withdrawal requests.
  
2. No refund will be granted after the second meeting of the program or without written medical excuse prior to completion of the program.
  - This ensures a participant does not participate in a reduced number of

classes, then withdraws impacting the overall class viability and cost recovery.

3. All refunds, including online registration, must be made in person at the Sportsplex or Village Hall.

- Allows review of refund ensuring request adheres to stated rules in the refund policy.

4. A \$5 administrative charge will be assessed per program for all refunds over \$5 including refunds for medical reasons.

- Fee covers administrative fees including staff time.
- Staff seek approval to allow refunds for a documented medical excuse without assessing the \$5 fee.
- Additionally, staff seek approval to levy one \$5 fee per transaction instead of per person, per program.

5. Refunds will not be issued if the refund amount is \$5 or less. Funds will be left on the customer's account.

- Processing of a refund of less than \$5 is not cost effective.
- The credit on the customer's account can be used when and as needed for another program, membership or other Recreation & Parks offering.

6. Refunds will not be given on special events, workshops, or certain trips less than seven days prior to the date of the program.

- Deposits made to vendors on behalf of a participant are not refundable.

7. Refunds requested after the start of a contractual class will be subject to proration. Participant will also incur the cost of any related supplies, tickets, etc.

- A prorated refund of a contractual class is consistent with in-house taught program class refunds.
- Payment by the participant for supplies, tickets for attractions, etc., offset the expense made on behalf of the participant for the class.

8. No refunds will be given for adult sports leagues.

- Refunds are allowed prior to the start of a league. After the play has begun, a team's withdraw jeopardizes the league and results in extensive rescheduling.

9. The online \$2.50 convenience fee is non-refundable.

- This fee is paid to the online vendor and is non-refundable to the Village.

10. When any program is canceled or changed by the Recreation & Parks Department, a full refund will be given on the program.

- a. No proposed change.

11. Medical excuses will result in a prorated refund based upon the number of classes held prior to the date listed on the physician's excuse.

- Participants are assessed an appropriate fee based on the number of classes

which have occurred, prior to the request to withdraw.

12. Please allow four to six weeks for the refund check to arrive. These may not be cashed at Village Hall.

- Check requests go through a review and approval process that can take up to six weeks.
- Credit card refunds are processed as requested following the guidelines noted above.

As a matter of good customer service, staff seek to 1.) amend item number four eliminating the \$5 fee charged to individuals that withdraw from a recreation program with documentation from a medical provider and 2.) assess one \$5 fee for a single transaction.

Assessing the \$5 fee when a customer withdraws due to an uncontrollable medical experience has resulted in customer dissatisfaction and a decrease in future participation.

Eliminating the \$5 fee for medical withdraws, and assessing one \$5 transaction fee is estimated to result in a loss of revenue of \$425. In 2024, refund fees generated a total of \$1,700.

The proposed change was presented to the Recreation Advisory Board (RAB) on February 4, 2025. The RAB approved the proposed change in vote of 6 - 1.

I move to approve amending the Recreation & Parks refund policy number four as listed above, eliminating the \$5 fee charged to individuals that withdraw from a recreation program when documentation from a medical provider is provided, and to assess one \$5 fee for a single transaction that includes multiple withdrawals.

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

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

**Nay:** 0

### **2025-0145 Rech Entertainment Company LLC, Professional Artist Services**

In 2021, 2022 and 2024 the Village contracted with Rech Entertainment (Rech) to provide consulting, talent buying, rider/contract advance and back of house services including security, artist hospitality, stagehands, backline preparations and all artist related logistics for the Centennial Park West Concert Series and the performance of David Nail at the Taste of Orland Park. Services provided by Rech enabled Village staff to focus on front of house productions including the entry gate, ticket sales, shuttle services, crowd control, sponsor and vendor logistics, beer and wine sales.

Village staff will negotiate with other talent agencies to fill open, non-prime time slots not secured by Rech for the CPW Concert Series opening artists. Staff have secured all other main stage entertainment slots for the Taste of Orland Park.

Staff seek to enter into a Sole Source Agreement (attached) with Rech Entertainment to provide services as outlined in the attached proposal at a cost of 10% of the artist performance fee for Artists secured by Rech Entertainment. This proposed percentage is consistent with industry standards and is the same as 2024. Rech Entertainment possess the experience, and established contacts to effectively negotiate with Artists and agents on behalf of the Village for the Centennial Park West Concert Series and Taste of Orland Park headliners, and potential tour packages.

Director of Recreation and Parks Ray Piattoni had comments. (refer to audio)

I move to approve and authorize the execution of a Sole Source Professional Services Agreement between the Village of Orland Park and Rech Entertainment to provide artist talent buying, contract and rider negotiation, for the Centennial Park West Concert Series and the Taste of Orland Park at a cost of 10% of the artist performance fee, not to exceed \$53,500 for Artists secured by Rech Entertainment as detailed in the Rech Entertainment proposal dated February 11, 2025;  
AND

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

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

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

**Nay:** 0

## VILLAGE MANAGER

### 2025-0154 School Districts 135 & 230 "Settlement Offer"

Mayor Pekau had comments regarding this matter. (refer to audio)

Interim Village Manager Jim Culotta presented the history and updates regarding this matter. (refer to audio)

President Pekau had a comment. (refer to audio)

Interim Village Manager Culotta responded to President Pekau and continued

presenting information. (refer to audio)

President Pekau had comments. (refer to audio)

Interim Village Manager Jim Culotta continued presenting. (refer to audio)

President Pekau had comments. (refer to audio)

Interim Village Manager Culotta continued presenting. (refer to audio)

President Pekau had comments. (refer to audio)

Interim Village Manager Culotta continued presenting. (refer to audio)

President Pekau had a question and comments. (refer to audio)

Interim Village Manager Culotta responded to President Pekau and continued presenting information.

President Pekau had comments. (refer to audio)

Interim Village Manager Culotta continued presenting. (refer to audio)

President Pekau had comments. (refer to audio)

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

Interim Village Manager Culotta and President Pekau responded to Trustee Riordan. (refer to audio)

Trustee Riordan had comments. (refer to audio)

President Pekau had comments. (refer to audio)

Trustee Riordan had questions. (refer to audio)

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

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

President Pekau and Interim Village Manager Jim Culotta responded to Trustee Healy. (refer to audio)

Trustee Riordan had comments. (refer to audio)

President Pekau had comments. (refer to audio)

President Pekau entertained a motion to reject the School Districts' offer and to pull the Village's offer from the table. It was motioned by Trustee Riordan and seconded by Trustee Healy. (refer to audio)

I move to reject the School Districts' offer and to pull the Village's offer from the table.

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

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

**Nay:** 0

**BOARD COMMENTS**

Trustee Riordan, Healy, Radaszewski, Katsenes, Milani, Kampas and President Pekau had Board comments. (refer to audio)

**ADJOURNMENT: 8:08 P.M.**

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

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

**Nay:** 0

**2025-0190 Audio Recording for February 17, 2025, Board of Trustees Meeting**

**NO ACTION**

**/AS**

**APPROVED:**

Respectfully Submitted,

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**Brian L. Gaspardo, Village Clerk**