

# VILLAGE OF ORLAND PARK

14700 Ravinia Avenue  
Orland Park, IL 60462  
[www.orland-park.il.us](http://www.orland-park.il.us)



## Meeting Minutes

Monday, January 18, 2016

6:00 PM

Village Hall

## Parks and Recreation Committee

*Chairman Patricia A. Gira  
Trustees Kathleen M. Fenton and Daniel T. Calandriello  
Village Clerk John C. Mehalek*

**CALL TO ORDER/ROLL CALL**

The meeting was called to order at 6:05 PM.

**Present:** 3 - Chairman Gira; Trustee Fenton and Trustee Calandriello

**APPROVAL OF MINUTES****2016-0048 Approval of the December 21, 2015 Parks and Recreation Minutes**

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of December 21, 2015.

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

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**ITEMS FOR SEPARATE ACTION****2016-0055 Ice Fishing On Lake Sedgewick - School District 230**

Park's Operation Manager Gary Couch reported that School District 230's Head Bass Fishing Coach, Mr. John Bartgen is requesting permission for a one day ice fishing event on a weekend in February, 2016, weather permitting. Safety is a top priority and this event would only be held if the ice is 8 inches or thicker. This is considered a school event, so insurance is covered by School District 230.

Ordinance 4939 was passed on November 3, 2014 allowing ice fishing events on Lake Sedgewick. Section 2 "3-1-5 Number 3." requires Board approval for any ice fishing events other than supervised programs of the Recreation and Parks Department.

Staff is requesting approval for School District 230's ice fishing event to be held on Lake Sedgewick in February, 2016.

I move to recommend allowing Consolidated School District 230 Bass Fishing team to utilize Lake Sedgewick for their ice fishing event in February, 2016.

**A motion was made by Trustee Fenton, seconded by Chairman Gira, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**2016-0040 Centennial Park Aquatic Center 2016 - Lifeguard Licensing**

Recreation Division Director Nany Flores reported that In preparation of the upcoming pool season, a license must be purchased for each Centennial Park Aquatic Center (CPAC) lifeguard. These licenses, known as CAP Packs, are provided by Starfish Aquatics.

Starfish Aquatics is the agency which certifies our managers, squad leaders, and team leaders to teach and certify our lifeguards. Starfish Aquatics is regarded as the gold standard in the industry and works alongside the CPAC staff to provide a safe and responsive environment to CPAC patrons.

CAP Packs are \$30 each and are sold in quantities of 12 for \$360. CPAC employs 162 guard staff. To meet the required number of licenses needed, 14 packages at \$360 each are required for a total of 168 CAP Packs. The total purchase will be \$5,040. Staff is requesting approval for purchase.

I move to recommend to the Village Board to approve the purchase of CAP Packs (lifeguard licenses) from Starfish Aquatics Institute at a cost not to exceed \$5,040.00.

**A motion was made by Trustee Calandriello, seconded by Trustee Fenton, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**2016-0041 Recreation Department Program Guide - Summer 2016 Programs**

Recreation Division Director Nancy Flores reported that the lists of recommended programs to be offered in the Recreation Department 2016 Summer Program Guide are attached. 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.

Trustee Calandriello asked how online registration has been recieved.

Director Flores stated that after doing surveys, 90% of people state that they get their information from the program guide. The would more people to use the online tools, but it seems that people still like something tangible to look at. She added that online registration has improved since it was launched.

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

**A motion was made by Trustee Fenton, seconded by Trustee Calandriello, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

#### **2016-0042 Special Recreation Christmas Dinner Dance**

Recreation Division Director Nancy Flores reported that the Annual Special Recreation Christmas Dinner Dance will be held on December 9, 2016 at Riviera Country Club in Orland Park. This event has been held for the past 17 years and is well attended by Orland Park's Special Recreation participants, as well as invited nearby Special Recreation agencies. Based on prior experience, we anticipate 250 - 300 people will be in attendance at this event.

The dinner dance is funded through the registration fees of those who attend. The Village pays for 15-20 employees to staff the event. These employees attend the event to assist our participants as we would for other Special Recreation Programs.

Payment to Riviera Country Club consists of an initial deposit of \$500, 30-day deposit of \$750, 60-day deposit of \$750, and the remaining cost due 21 days prior to the event date. We estimate the total cost will not exceed \$10,000 as the maximum capacity of the banquet room is 350.

I move to recommend to the Village Board to approve payment to Riviera Country Club for a deposit of \$500, 30-day deposit of \$750, 60-day deposit of \$750, and the remaining cost due 21 days prior to the event date and to make the appropriate payment both for staff and registrants for the event not to exceed a total of \$10,000.

**A motion was made by Trustee Calandriello, seconded by Trustee Fenton, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

#### **2015-0504 Design Services for Splash Pad and Indoor Lap Pool RFP**

Assistant Village Manager Joseph LaMargo reported that on June 5, 2015, the Village sought proposals for professional architectural services for conceptual design services at the Village's Centennial Park Aquatic Center and Sportsplex. The village prepared the RFP to request conceptual designs for a splash pad at

the Centennial Park Aquatic Center and for an indoor lap pool at the Village's Sportsplex. Consideration for these aquatic additions comes from feedback received from members and through surveys completed during recent years.

#### SPLASH PAD at CENTENNIAL PARK AQUATIC CENTER

The Centennial Park Aquatic Center debuted during the Village's centennial year, 1992. Since then many parks and aquatic facilities have been adding splash-pad features to their facilities to attract families with young children. Many facilities have created these areas as stand-alone amenities within the aquatic center allowing for operation during off-peak swim hours. Some parks open this area independently in early morning hours (during swim lessons) or even on cooler evenings when it wouldn't be prudent to staff the larger pool areas. A splash could be operated with a very minimum number of guards and with deck attendants. This addition would likely require the addition or expansion of the restrooms for splash pad visitors which would increase the daily capacity of the pool. (Capacity at the pool is based on the number of restroom stalls per State requirements). Previous additions to the aquatic center included the T-Pool with diving ledges and the lazy river.

The scope of work for this study includes:

- 1) Meet with village staff to develop a program and discuss options for a splash pad park and restroom facilities
- 2) Provide general site analysis and preliminary civil engineering services to develop a basic plan
- 3) Provide a conceptual cost estimate within a range of \$350,000 to \$575,000

#### LAP POOL at SPORTSPLEX

In September, 1999 when the Sportsplex was being considered, the Board plan included a future addition for an indoor swimming pool. At the time, those plans included accommodations for a pool with the locker room and a viewing area in close proximity to the facility. The Board included in Ordinance 3305 section (d) "The proposed facility is a 105,000 square foot public community indoor recreation center. It is meant to meet indoor recreation needs of the entire Village and will include basketball courts, soccer fields, aerobic areas, walking and running areas and possibly, at a later date, a swimming pool."

In recent surveys at the Sportsplex and the Village's first Community Wide Survey, a lap pool has been repeatedly requested. The objective of the lap pool would be an addition to the existing Sportsplex facility. The lap pool is intended to serve the needs of exercise classes, lap swimmers, swim lessons and other similar functions. As stated above, the pool was to be constructed in the original facility plans and was to be connected through the southwest side or rear of the

Sportsplex.

Park's Operations Manager Gary Couch reported that the scope of work for this study includes:

- 1) Meet with village staff to develop a building and site program for the proposed indoor lap pool addition. It is also desired to include additional locker room facilities, office and multi-purpose space to serve this area. The Village will also explore the option to other therapeutic aquatic amenities
- 2) Provide a general site analysis and preliminary civil engineering services to develop a basic plan
- 3) Provide cost estimates for indoor pool and stay in the range of \$3,000,000 to \$4,000,000

Six proposals were received for the conceptual design of the splash pad and indoor lap pool. The staff committee included Assistant Village Manager, Joe La Margo, Recreation Director Nancy Flores and Parks/Building Maintenance Director Frank Stec.

The evaluation process was based on the best overall value including experience, expertise in aquatic design services, operating history, qualifications, pricing, responsiveness to the RFP and the experience of the village and other purchasers with the proposers.

After the initial review of the six proposals, it was determined that the top two vendors should be brought in for an interview. These include Prairie Forge Group and Williams Architects/Aquatics.

Prairie Forge Group's proposal for conceptual plans for the splash pad was \$10,000 and for the lap pool \$20,000 plus \$4,000 in expenses for a total cost of \$34,000.

Williams Architects/Aquatics proposed price for conceptual plans was \$19,500 for the splash pad and \$24,000 for the lap pool for a total cost of \$43,500.

Both firms have extensive experience in design and aquatic architecture. After further evaluation and based on experience and price, it was determined that Prairie Forge Group would be the best firm that would meet all of the Village's needs.

I move to recommend to the Village Board to accept the proposal from the Prairie Forge Group at a cost not to exceed \$34,000.00

**A motion was made by Trustee Fenton, seconded by Trustee Calandriello, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**2016-0056 Emergency Repair to the Chiller at Centennial Park - Payment**

Park's Operations Manager Gary Couch reported that on December 9, 2015, one of the core air conditioning compressors that are part of the chiller that serves the ice rink at Centennial Park failed. An emergency repair was made by Zone Mechanical, Inc. the contractor that worked on this unit when the Village built the ice rink in 2003. Typically, Building Maintenance staff have maintained this unit, however in this instance a new compressor was needed and was installed by the vendor. The rink chiller unit was back up and running immediately after the repair.

Attached to the Committee Packet is the invoice from Zone Mechanical, Inc. in the amount of \$10,850.57.

I move to recommend waiving the bid process;

And

Recommend approving a budget transfer between the General Fund and the Recreation and Parks Fund;

And

approving payment to Zone Mechanical, Inc. in the amount of \$10,850.57.

**A motion was made by Trustee Calandriello, seconded by Trustee Fenton, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**ADJOURNMENT: 6:15 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:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**/AS**

APPROVED: February 15, 2016

Respectfully Submitted,

/s/ John C. Mehalek

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**John C. Mehalek, Village Clerk**