

# VILLAGE OF ORLAND PARK

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



## Meeting Minutes

Monday, February 19, 2024

7:00 PM

Village Hall

## Board of Trustees

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

## CALL TO ORDER/ROLL CALL

Trustee Milani made a motion to amend the order of business to move Executive Session prior to Public comment. It was seconded by Trustee Kampas. All were in favor. (refer to audio)

**Present:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski and Village President Pekau

**Absent:** 1 - Trustee Riordan

## VILLAGE CLERK'S OFFICE

### 2024-0119 Approval of the February 5, 2024, Regular Meeting Minutes

The Minutes of the Regular Meeting of February 5, 2024, were previously distributed to the members of the Board of Trustees. President Pekau asked if there were any corrections or additions to be made to said Minutes.

Trustee Katsenes made a motion to amend the minutes of February 5, 2024, to correct the following:

-The approved motion for item 2024-0041 Village Hall Window and Blind Project (Reissue) RFP 23-072 should read:

I move to approve awarding RFP 23-072 Village Hall Window and Blind Project to Chicago Blind Company for a total amount not to exceed \$52,005.09 (\$47,277.35 plus 10% contingency of \$4,727.74).

The motion to recess should be corrected to reflect Trustee Katsenes as the Seconder.

It was seconded by Kampas. All were in favor. (refer to audio)

I move to approve the minutes of the Board of Trustees Meeting of February 5, 2024 as amended.

**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:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

## PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS

### 2024-0141 Recreation Advisory Board - Appointment

President Pekau appointed Gino Gentile to the Recreation Advisory Board. (refer to audio)

I move to confirm the appointment of Gino Gentile to the Recreation Advisory Board.

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

**Aye:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

## ACCOUNTS PAYABLE

### 2024-0140 Accounts Payable February 6, 2024 through February 19, 2024 - 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 6, 2024 through February 19, 2024, in the amount of \$5,225,014.66.

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

**Aye:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

## 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:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

### **2024-0139 Payroll for February 2, 2024 - 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 February 2, 2024 in the amount of \$1,583,240.00.

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

### **2024-0104 Next Day Plus Printer Maintenance Contract 2024**

The Village currently maintains and supports nine (9) Xerox and eleven (11) HP print devices at various facilities. Staff requests approval for renewal of a 12-month maintenance contract with Next Day Plus. This agreement includes all parts, labor, and toner replenishment for the aforementioned devices. Costs are incurred "per page" as indicated in the distinct HP and Xerox Equipment Services Schedules, attached as EXHIBIT A and EXHIBIT B, respectively.

I move to waive bidding requirements and approve a sole source agreement for printer maintenance, supplies and support to Next Day Plus of Orland Park as listed in the pricing schedules;

AND

To authorize the Village Manager to execute all related contracts and pricing schedules subject to Village Attorney review.

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

### **2024-0097 2024 Building Automation System Services**

The Public Works Department uses a Building Automation System (BAS) to connect and control Village heating, ventilating, and air conditioning systems (HVAC). Via the Village's BAS, which is a Distech system, Public Works monitors the status of nine (9) buildings including Village Hall, Civic Center, FLC, Rec Admin, SportsPlex, Police Department, 143rd St Metra, Public Works and the Main Pump Station.

The Village's annual service contract with Automatic Building Controls, LLC (ABC) for the maintenance of the Village's BAS expires at the end of February 2024. ABC has been the Village's BAS service contractor for approximately 20

years and is an authorized Distech vendor. ABC has provided the Village with quality service since that time. Accordingly, a proposal for the 2024 Building Automation System Preferred Service Plan (PSP) was provided to the Village by ABC.

A new requirement associated with BAS maintenance is the need for an annual Software Maintenance Agreement (SMA). An SMA is designed to assure access to the latest Niagara Framework technology and cybersecurity patches. As such, ABC also provided the Village with an SMA proposal for the seven (7) JACE controllers at the 143rd St Metra Station, Police Station, Public Works, Main Pump Station, Rec Admin, Sportsplex, and Village Hall. It should be noted that an SMA was not known at the time of FY2024 budgeting but will be included in subsequent budgets, as it is an annual requirement to keep software updated.

A summary of the proposed 2024 Building Automation System Services costs from ABC is provided below:

2024 Building Automation System Preferred Service Plan (PSP): \$26,724.00  
2024 Software Maintenance Agreement (SMA): \$8,882.00  
Total 2024 Building Automation System Services: \$35,606.00

Staff has a high level of trust in ABC and feels the service they provide to the Village is invaluable in maintaining efficient facility operations. In FY2023, the service plan was \$25,573.00 for seven (7) buildings. As such, staff recommends approving the proposals from Automatic Building Controls, LLC. for 2024 Building Automation System Services for an amount not to exceed \$35,606.00.

I move to waive the bidding requirements and approve the Sole Source Request and associated proposals for 2024 Building Automation System Services to Automatic Building Controls, LLC, Inc. of Rolling Meadows, IL in the amount of \$35,606.00;

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

#### **2024-0105 ESRI Geographic Information Systems Software Licensing Renewal**

The Village's Geographic Information Systems (GIS) is run on the ESRI, Inc. ArcGIS suite of on-premise software applications and hosted services. GIS data is utilized by Village staff and residents for a variety of purposes that include real time snowplow tracking, planning, permitting, licensing, zoning, engineering, economic development, emergency dispatching, managing infrastructure, and residency verification. The annual cost for the ESRI ArcGIS products and services has grown from \$25,735 annually to \$28,770 annually due to inflation price increases. The Village's current ESRI ArcGIS licensing expires in March 2024, therefore staff is recommending a one-year renewal so access to software and services is not interrupted.

I move to approve the annual ArcGIS licensing and maintenance renewal with

ESRI, Inc. for an amount not to exceed \$28,770;

AND

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

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

#### **2024-0098 Winter Tree Maintenance Projects**

RFQ 21-007 "Tree Services 2021-2023" was issued by the Public Works Department on January 25, 2021, to establish a list of qualified contractors from which to solicit proposals for various Village tree-related projects, including tree installation, removal, trimming, stump removal, and emergency storm services. On March 1, 2021, six (6) tree contractors were approved by the Village Board. Master service agreements (MSAs) were subsequently established with each company. All MSAs were renewed in 2023 and expire on December 31, 2025.

On January 9, 2024, all six (6) pre-qualified contractors were issued exhibits and specifications for three (3) different Winter Tree Maintenance Projects: Road Improvement Project (RIP) Tree Maintenance, Winter Tree Removals, and Creek Tree Maintenance. By the close of the proposal period on February 2, 2024, proposals had been submitted by Smitty's Tree Service, Homer Tree Care, Davey Tree Experts, and Winkler's Tree Service. V3 Companies and Mid-America opted to not provide proposals. Proposals from all four (4) companies and project scopes of work are attached for reference. A summary of the proposal prices is provided below:

##### **Smitty's Tree Service**

Road Improvement Project Tree Maintenance: \$32,945.00 (low bid)  
Winter Tree Removals: \$81,950.00  
Creek Tree Maintenance: \$19,963.00 (low bid)

##### **Homer Tree Care**

Road Improvement Project Tree Maintenance: \$50,425.00  
Winter Tree Removals: \$63,500.00 (low bid)  
Creek Tree Maintenance: \$35,000.00

##### **Davey Tree Experts**

Road Improvement Project Tree Maintenance: \$46,685.00  
Winter Tree Removals: \$138,000.00  
Creek Tree Maintenance: \$48,750.00

##### **Winkler Tree and Lawn Care**

Road Improvement Project Tree Maintenance: \$37,999.00  
Winter Tree Removals: No Bid

Creek Tree Maintenance: No Bid

Based on proposal pricing, staff recommends accepting proposals Smitty's Tree Service for Road Improvement Project Tree Maintenance and Creek Tree Maintenance, and the proposal from Homer Tree Care for Winter Tree Removals.

For Smitty's Tree Service, the combined proposal price for the Road Improvement Project Tree Maintenance and Creek Tree Maintenance is \$52,908.00. Staff requests a 10% (\$5,290.80) contingency for a total cost for both projects not to exceed of \$58,198.80 (\$52,908.00 + \$5,290.80).

For Homer Tree Care, the proposal price for Winter Tree Removals is \$63,500.00. Staff requests a 10% (\$6,350.00) contingency for these projects for a total cost not to exceed of \$69,850.00 (\$63,500.00 + \$6,350.00).

Contingency is requested to address change orders made necessary by circumstances not reasonably foreseeable at the time of Board approval.

I move to approve the proposals from Smitty's Tree Service for Road Improvement Project Tree Maintenance and Creek Tree Maintenance for a total cost not to exceed \$58,198.80 (\$52,908.00 plus a 10% contingency of \$5,290.80);

AND

To approve the proposal from Homer Tree Care for Winter Tree Removals for a total cost not to exceed \$69,850.00 (\$63,500.00 plus a 10% contingency of \$6,350.00);

AND

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

AND

Authorize the Village Manager to approve change orders not to exceed the contingency amount.

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

**2024-0040 Turf Fertilization and Weed Control - ITB 23-054**

On December 4, 2023, the Village issued Invitation to Bid (ITB) 23-054 "Turf Fertilization and Weed Control" requesting bids for application of fertilizer and weed control in designated turf areas within the Village of Orland Park.

During the three (3) weeks that the bid was open for review, twenty-two (22) firms downloaded either partial or complete bid packages. ITB 23-054 was opened on January 5, 2024, at which point three (3) firms submitted bids. All qualifying bid packages and an audit of the bid submittals are attached for reference. A summary of the bid prices is provided below:

Integrity Landscaping Inc.

Year 1 (2024): \$207,845.05

Year 2 (2025): \$207,845.05

Year 3 (2026): \$207,845.05

Total Base Bid Price: \$623,535.15

Year 4 (2027): \$212,001.95

Year 5 (2028): \$216,241.83

Total Option Bid Price: \$428,243.78

Forever Green Lawn Care

Year 1 (2024): \$232,849.41

Year 2 (2025): \$232,849.41

Year 3 (2026): \$232,849.41

Total Base Bid Price: \$698,548.23

Year 4 (2027): \$237,506.40

Year 5 (2028): \$242,256.53

Total Option Bid Price: \$478,762.93

Trugreen Commercial

Year 1 (2024): \$391,647.86

Year 2 (2025): \$391,647.86

Year 3 (2026): \$391,647.86

Total Base Bid Price: \$1,174,943.58

Year 4 (2027): \$403,397.30

Year 5 (2028): \$408,480.10

Total Option Bid Price: \$811,877.40

Public Works staff called the references listed on Integrity Landscaping Inc.'s bid submission, all of whom had positive reviews of the company's services. Additionally, staff from Integrity Landscaping Inc. previously worked with the Village's former Turf Fertilization and Weed Control contractor (Eternally Green Lawn Care) and are very familiar with Village properties. As such, staff recommends awarding ITB 23-054 to Integrity Landscaping Inc. for 2024 through 2026 with the Village's option to extend their contract for an additional two (2) years (2027-2028).

I move to approve awarding ITB 23-054 Turf Fertilization and Weed Control to

Integrity Landscaping Inc. for 2024 - 2026 with the Village's option to extend the contract for an additional two (2) years for an amount not to exceed the annual Board approved budgeted amounts;

AND

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

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

**2024-0096 Peterbilt Model 548 Heavy Duty Vehicle Purchase**

The Board previously approved the purchase six (6) Peterbilt chassis for FY22. Due to supply chain issues, Peterbilt was unable to deliver any chassis for FY22 or FY23. The Village was able to acquire two (2) Kenworth T480 single axle trucks, with a third tandem axle truck scheduled to be delivered the first quarter of this year.

Currently, there are eleven (11) Sterling plow and dump body vehicles being used with an average age of twenty and a half (21.5) years and four thousand one hundred sixty-one (4,161) operating hours on each piece of equipment. Sterling went out of business in 2009, exacerbating the lack of availability and ease of access for certain parts. Also, two (2) of the Village's Sterlings utilize the underbody scraper, which require more maintenance and are unnecessary.

New innovations and updates are in the trucking industry such as air-powered disc brakes that lower maintenance costs and maximize equipment uptime. Peterbilt trucks are widely regarded as the most reliable and durable, with robust product support and an extensive local dealer network. The Village is eligible to purchase the Peterbilt Model 548 through the Sourcewell purchasing co-op contract #060920-PMC. The Peterbilt chassis would be scheduled to be built the first quarter of 2024.

Staff would like to proceed with the purchase of three (3) single axle Peterbilt 548 chassis at the Sourcewell discounted price of \$141,099.65 each with \$273.00 for licensing and documentation, for a total of \$424,117.95. These chassis will be up-fitted with a Henderson dump body, plow package, and V-box spreader insert with pre-wetting system.

The replaced vehicles will be auctioned and this purchase will not add additional vehicles to the fleet.

I move to approve the use of Sourcewell contract #060920-PMC for the purchase of three (3) single axle Peterbilt 548 for an amount of \$424,117.95 per quote # DE-03283 dated September 6, 2023;

AND

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

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

**2024-0099 Soils and Materials Testing and Engineering RFP - Contract Amendment**

In continuing efforts to ensure quality construction materials and methods are used and performed by contractors, staff utilizes the services of a construction material testing company. The current multi-year contract expires at the end of 2024. Although the service is primarily used in the annual Road Improvement Program and Road and Ditch Reconstruction Projects, these services are also necessary to facilitate disposal of excavated spoils.

A Request for Proposals (RFP) was published on BidNet Direct from January 12, 2022, through January 26, 2022. The details of the request are as follows: a three (3) year contract, with the option to renew for two (2) additional years, for soils and materials testing and engineering in connection with public improvements construction, MFT funded projects, new construction, and infrastructure construction projects. Staff requested personnel hourly rates and unit pricing for a variety of material testing/laboratory services.

Through BidNet, eight (8) vendors were sent a courtesy email. Sixty-eight (68) entities viewed the solicitation, seven (7) vendors fully downloaded the documents, and three (3) proposals were submitted electronically for consideration.

The electronic proposals were evaluated for completeness by the Finance Department on Friday, January 28, 2022. Unit prices from the three (3) vendors are summarized in the attached tabulation. One (1) proposer failed to include the unit price tabulation and therefore in fairness to the firm, contact was made to request the missing information.

Following a review of all proposals and each firm's qualifications, a scored evaluation found Construction & Geotechnical Material Testing, Inc. of Elk Grove Village, IL ("CGMT") to be the suitably qualified and cost-effective material testing vendor for the scope of services requested. Over the past nine (9) years, CGMT has provided excellent professional service to the Village on several different projects. Staff proposed and the Board approved the award a contract to CGMT for three (3) years of testing services, with the option to renew for two (2) additional years, in an amount not to exceed \$25,000 in 2022, and subject to Board approved budgeted amounts in 2023 and 2024. In 2024, the Board approved \$25,000 again.

In 2023, the Village approved two (2) other major construction projects, Schussler Park and Centennial Park West Venue, which used CGMT's services to ensure

the quality construction. Their services are required to complete the projects. The scope of work for each project includes the following:

Schussler Park:

1. Proof roll of subgrade of the field and parking lot
2. Aggregate compaction testing of the parking lot
3. HMA compaction testing of the parking lot
4. Concrete testing and breaks
5. Rebar inspection for the curbing and retaining wall

Centennial Park West:

1. Proof roll of subgrade of the parking lot and paths
2. Aggregate compaction testing of the parking lot and paths
3. HMA compaction testing of the parking lot and paths
4. Concrete testing and breaks
5. Structural verification of the rebar, concrete and steel for the stage

The proposed amendment would increase the not-to-exceed amount by an estimate of \$15,000 for Schussler Park and \$15,000 for Centennial Park West Venue Project, or a total of \$30,000 for 2024.

The Village is expected to award the Athletic Maintenance Facility and the Range/EOC Facility in 2024. A similar scope of work will be required for these projects as well.

As such, this amendment would also increase the not-to-exceed amount at an estimate of \$12,000 for Athletic Maintenance Facility and \$20,000 for Range/EOC Facility, or an additional total of \$32,000 for 2024.

I move to approve waiving the bid process;

AND

Approve an amendment to 2022-2024 contract with Construction & Geotechnical Material Testing, Inc. of Elk Grove Village, Illinois, for Soils and Material Testing and Engineering to increase the not-to-exceed amount by \$62,000, for a total not-to-exceed amount of \$87,000 in 2024;

AND

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

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

**2024-0113 Rock Salt Purchase - Proposal**

The 2024 Fiscal Year Budget includes funds for the purchase of rock salt for snow fighting operations through the early months of January, February, and March, while also providing salt for any end of year events in November and December.

Rock salt has traditionally been purchased utilizing the State of Illinois Rock Salt Joint Purchasing program. The State solicits interest in this program mid-year across Illinois municipalities. Larger participation should result in better competitive pricing, but factors such as weather, salt availability, contractor availability, and fuel prices play a part. The 2024 contract includes five hundred twenty-nine (529) statewide participants. The Village's allocation is three thousand (3,000) tons of rock salt, with the understanding that a minimum of 80% or two thousand and four hundred (2,400) tons is required to be purchased per the contract. If needed, an additional 20% may be purchased at the contract price as well. Any additional rock salt above this amount is negotiable.

Staff typically brings this contract to the Board in November, but due to the high volume of salt already at Public Works and the forecasted mild winter, it was decided to wait until space became available to begin replenishing the rock salt. To date, the 2023-2024 winter has been mild, so Staff has decided to recommend funding only for the 80% minimum requirement.

It is staff's recommendation to utilize the State of Illinois Rock Salt Purchasing Contract 23-416CMS-BOSS4-P-56958 with Cargill, Incorporated-Salt, Road Safety of North Olmsted, OH for the purchase of two thousand and four hundred (2,400) tons of rock salt. The State contract pricing is \$68.72 per ton.

I move to approve the State of Illinois Rock Salt Joint Purchasing Contract 23-416CMS-BOSS4-P-56958 with Cargill, Incorporated-Salt, Road Safety of North Olmsted, OH for 2,400 tons of salt for amount not to exceed \$164,928.00;

AND

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

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

**2024-0115 Special Event Permit for Silver Cross Hospital**

At the December 6, 2021, Board meeting, the Village Board approved an ordinance amending the Special Events Permit authorizing the Village Manager to approve events under 100 persons and requiring Village Board approval for larger events. Special events held on Village grounds are processed through Recreation and Parks, while events held not on Village grounds are processed through Development Services.

Silver Cross Hospital has submitted a Special Event permit request to host an outdoor Grand Opening/Ribbon Cutting Ceremony/Community Open House on Saturday, March 9, 2024, located at 17047 S. LaGrange Road. An estimated 300 attendees are expected.

I move to approve permitting Silver Cross Hospital's Grand Opening, on Saturday, March 9, 2024, contingent upon meeting all the Village's permitting requirements, payment of fees, and inspections.

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

#### **2024-0101 Police Department Firing Range and Emergency Operations Center**

Project: 2023-0508 - Police Department Firing Range and EOC Facility

Petitioner: Joel Van Essen, Director of Public Works

Purpose: The petitioner is seeking approval of a plat of consolidation, site plan, landscape plan, engineering plan, and building elevations.

Location: 10609 and 10629 163rd Place

P.I.N.: 27-20-409-007-0000 and 27-20-409-008-0000

Parcel Size: 2.02 acres

#### **SUMMARY**

The petitioner is seeking approval of a plat of consolidation, site plan, landscape plan, and building elevations to construct a 15,400 square foot Firing Range and Emergency Operations Center (EOC) Facility for the Orland Park Police Department.

The subject site which is Village-owned, is within the Manufacturing zoning district (MFG) and will remain unchanged in the proposed plan. Governmental uses are permitted in the MFG district. The site is currently vacant and has a gross area of 2.02 acres. The plan proposes to consolidate the two existing parcels into one single parcel and construct a new 15,400 square-foot building. The main entrance of the building is located on the east side of the site and can be accessed through the east parking lot. The west parking lot is a secured lot used for storage vehicles seized by the Police Department. Within the secured lot, there is access to a garage door in the rear of the building. Additionally, there is a supply garage and a carport used for Emergency Services & Disaster Agency (ESDA) vehicles in the secured parking lot.

#### **PLAN COMMISSION DISCUSSION**

Present at the Plan Commission were 6 commissioners, the petitioner, project representatives, and members of staff. No members of the public were in attendance for the meeting. The commissioners had questions about proposed signage being in the motion, the existing detention pond to the east, underground stormwater storage, and surrounding properties.

While there is no signage proposed for the Firing Range and EOC facility, this condition is included in all approvals and was deemed appropriate to remain for this petition. Additionally, the existing detention pond situated east of the Firing Range and EOC does not have the topography to facilitate effective stormwater management for this development, creating the need for underground stormwater management on the west side of the site.

Condition #4 in the Plan Commission recommended action was removed after the Plan Commission public meeting as it has been completed on the final landscape plan.

The Plan Commission unanimously approved the Staff recommended action for this case.

#### COMMITTEE OF THE WHOLE RECOMMENDED ACTION

The Committee of the Whole recommends that the Village Board approve a site plan, landscape plan, and building elevations prepared by Valdes Architecture and Engineering, revised December 1, 2023, subject to the following conditions:

1. The development will be in substantial conformance with the Preliminary Site Plan and the Building Elevations for Police Department Firing Range and Emergency Operations Center dated December 1, 2023.
2. Meet all building code requirements and final engineering requirements including required permits from outside agencies.
3. All ground-based and roof-mounted mechanical equipment must be fully screened from view and shall meet the requirements listed in 6-308.J.
4. Submit a sign permit application to the Development Services Department for separate review. Signs are subject to additional review and approval via the sign permitting process and additional restrictions may apply.

AND

The Committee of the Whole recommends that the Village Board approve the preliminary plat of consolidation for Lots 26 and 27 in Beemsterboer Industrial Park, Phase 3, prepared by Valdes Architecture and Engineering on March 15, 2023

I move to approve case number 2023-0508, also known as Police Department Firing Range and Emergency Operations Center;

AND

Approve a Plat of Consolidation for Lots 26 and 27 in Beemsterboer Industrial Park, Phase 3, prepared by Valdes Architecture and Engineering on March 15, 2023;

AND

Authorize staff to execute and record the plat.

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

I move to approve a site plan, landscape plan, and building elevations prepared by Valdes Architecture and Engineering, revised December 1, 2023, subject to the following conditions:

1. The development will be in substantial conformance with the Preliminary Site Plan and the Building Elevations for Police Department Firing Range and Emergency Operations Center dated December 1, 2023.
2. Meet all building code requirements and final engineering requirements including required permits from outside agencies.
3. All ground-based and roof-mounted mechanical equipment must be fully screened from view and shall meet the requirements listed in 6-308.J.
4. Submit a sign permit application to the Development Services Department for separate review. Signs are subject to additional review and approval via the sign permitting process and additional restrictions may apply.

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

**2024-0103 Athletic Operations Maintenance Facility**

Project: 2023-0515 - Athletics Operations Maintenance Facility

Petitioner: Joel Van Essen, Director of Public Works

Purpose: The petitioner is seeking approval of a site plan and building elevations.

Location: 14601 West Avenue

P.I.N.: 27-09-218-025- 0000

Parcel Size: 10 acres

Requested Approvals: The petitioner is seeking approval of a site plan and building elevations to construct an approximately 4,146 square-foot maintenance building and 1,331 square-foot garage building located behind the existing Parks Administration building.

**SUMMARY**

The Village's existing Athletics Maintenance Facility has outlasted its useful life and is in need of replacement. The subject site, which is Village-owned, is within the Open Space Zoning District (OS) and will remain unchanged in the proposed plan. The existing maintenance facility is a permitted use in the OS District.

The subject site has a gross area of 10.0 acres. The proposed plan introduces a new building, replacing the existing maintenance garage, and a new storage garage. An office building exists on site and is currently used by the Recreation and Parks Department.

The replacement Athletics Maintenance Building is approximately 4,146 square feet for the purpose of maintaining athletic fields and recreational spaces. The existing Parks Administration Building is 1,950 square feet and provides

additional space for the Recreation and Parks Department, who has a main office at 14600 Ravinia Avenue. A new storage garage is also proposed on the site, directly to the east of the Parks Administration office. This proposed storage building will be approximately 1,300 square feet in size and contain features that match the existing building. The site features a stormwater management area at the southeast corner. Staff have been coordinating with MWRD on required best management practices for this area. The proposed development aligns with the Zoning District requirements and bulk regulations of the Land Development Code.

#### PLAN COMMISSION DISCUSSION

Present at the Plan Commission were 6 commissioners, the petitioner, and members of staff. Discussion ranged from what will be stored in the facility, the facility design, the Veterans Center, and addressing of the multiple buildings on site. Overall, the commissioners expressed support for the new facility.

The Plan Commission recommended that the Village Board approve a site plan and building elevations unanimously per the Staff Recommended Action.

#### COMMITTEE OF THE WHOLE RECOMMENDED ACTION

Regarding Case Number 2023-0515, also known as Orland Park Athletics Maintenance Facility, I move to recommend to the Village Board to approve the Plan Commission Recommended Action for this case.

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

I move to recommend to the Village Board to approve a site plan and building elevations subject to the following conditions:

1. The development will be in substantial conformance with the Preliminary Site Plan for and the Building Elevations for Athletics Maintenance Facility dated [insert date here].
2. Meet all building code requirements and final engineering requirements including required permits from outside agencies.
3. All ground-based and roof-mounted mechanical equipment must be fully screened from view and shall meet the requirements listed in 6-308.J.
4. Submit a sign permit application to the Development Services Department for separate review. Signs are subject to additional review and approval via the sign permitting process and additional restrictions may apply.

I move to approve case number 2023-0515, also known as Orland Park Athletics Maintenance Facility.

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

I move to approve a site plan and building elevations subject to the following conditions:

1. The development will be in substantial conformance with the Preliminary Site Plan for and the Building Elevations for Athletics Maintenance Facility dated

[insert date here].

2. Meet all building code requirements and final engineering requirements including required permits from outside agencies.
3. All ground-based and roof-mounted mechanical equipment must be fully screened from view and shall meet the requirements listed in 6-308.J.
4. Submit a sign permit application to the Development Services Department for separate review. Signs are subject to additional review and approval via the sign permitting process and additional restrictions may apply.

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

**2023-0995 Land Development Code - Substantive Amendment: Car Dealership Parking and Storage**

AMENDMENT SUMMARY

SECTION 6-306

Clarify required number of parking spaces calculation for automobile sales and rental land uses.

AMENDMENT EXPLANATION

The Land Development Code states that applicants requiring more than a 20% increase in addition to the required number allocated parking spaces must seek a variance or a special use modification. Due to automobile sales and rental uses having a substantial number of car inventory, they must almost always apply for a variance or a special use permit which is cumbersome for the applicant and an inefficient use of Development Services time. As a result, staff recommends removing automobile sales and rental inventory from the calculation of off-street parking requirements. This amendment was recommended for approval at the 12/18/23 Committee of the Whole meeting and was requested that staff clarify the amendment language. The amendment was changed to improve clarity.

I move to approve case number 2023-0995 also known as Substantive Amendment: Car Dealership Parking and Storage;

AND

I move to adopt Ordinance 5871, entitled: AN ORDINANCE AMENDING THE LAND DEVELOPMENT CODE OF THE VILLAGE OF ORLAND PARK, AS AMENDED.

THIS PART IS FOR REFERENCE ONLY (NOT NECESSARY TO BE READ)

I move to approve the Land Development Code Amendments for Section 6-306 as presented in the attached amendment report titled "11/07/23 Land Development Code Amendments" dated November 3, 2023.

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

**2023-0997 Land Development Code - Substantive Amendment: Modify Entitlements Review Process****AMENDMENT SUMMARY****SECTION 5-101.A.3 General Process**

Change the entitlement review process to have final engineering and final landscape plans approved administratively after the Board of Trustees approves a project.

**SECTION 5-101.A.3 Appearance Before the Committee of the Whole**

Change language to allow for projects to proceed to the Board of Trustees prior to final plan review and preparation.

**SECTION 5-101.C Public Meeting Sequence with a Public Hearing**

Change language to allow for projects to proceed to the Board of Trustees prior to final plan review and preparation. Reorganize section in order of new process.

**SECTION 5-101.K.4 Review by Development Services Department**

Change language to new final approval method and clarify language associated with final engineering reviews.

**CHART 5-101.A (A)**

Remove chart at end of section as it will no longer correlate with proposed amendments.

**AMENDMENT EXPLANATION**

The goal of this amendment is to make the development review process more efficient and effective, with an objective of implementing a Lean Enterprise Institute (LEI) recommendation of modifying the timing of the final plan review and preparation, including final engineering and final landscaping stages within the entitlements process. This case was tabled at the 12/18/23 Committee of the Whole meeting and has been revised to address concerns regarding the proposed amendment. Items corrected from the prior Committee of the Whole meeting include formatting issues, removal of the "80% plans" terminology, includes the state of "ready" development plans, and includes a revised explanation for better clarification of the proposed amendment.

Currently, Section 5-101 of the Land Development Code requires staff approval of final engineering and final landscaping before moving the project forward for the Board of Trustees to grant project approval. The proposed approach will enable petitioners to present plans to the Board of Trustees and subsequently address minor engineering and landscaping details administratively after project approval is granted and the ordinance is passed. This method streamlines the entitlements process, saves the development community time and money, and facilitates a more efficient project progression.

It is important to note that the Board of Trustees does not currently approve final engineering plans, but they do approve the site plan, landscape plan, and building elevations and any correlated special uses, modifications, and variances. Almost all changes made in the final engineering and landscape phase of a project do not

alter the site plan or building elevations for a project, which will be viewed and approved by staff to assure that they comply with all code requirements. If the final engineering or final landscaping review results in substantial alterations to the Board-approved site plans, the petitioner must restart the development review process by republishing for a public hearing and returning to the Plan Commission and Board of Trustees for revision approvals.

Due to the time and expense associated with preparing final plans without knowing the project will be formally approved by the Board of Trustees, staff recommends having a project proceed to the Board of Trustees and finalizing engineering and landscape details after the Board of Trustees grant approval. There will be a standard condition added to all projects to ensure that each project is in substantial conformance to the plans referenced in the approved ordinance passed by the Board.

Due to Legistar formatting limitations, the amendment text is located in the attached staff report. This item is now before the Committee of the Whole for Consideration.

I move to approve case number 2023-0997, also known as Substantive Amendment: Modify Entitlement Review Process;

AND

I move to adopt Ordinance 5872, entitled: AN ORDINANCE AMENDING THE LAND DEVELOPMENT CODE OF THE VILLAGE OF ORLAND PARK, AS AMENDED.

THIS PART IS FOR REFERENCE ONLY (NOT NECESSARY TO BE READ)

I move to approve the Land Development Code Amendments for Sections 5-101.A, 5-101.C, and 5-101.K, as presented in the attached amendment report titled "11/21/23 Land Development Code Amendments" dated November 15, 2023.

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

**2024-0106 153rd Street and Ravinia Avenue Roundabout, Phase II Design Engineering Contract Award (RFQ 23-049)**

In 2023, the Village received Phase I Preliminary Engineering approval from IDOT for the 153rd Street and Ravinia Avenue Roundabout project (see Legistar items 21-0400 for Phase I contract award and 21-0857 for additional project discussion). On September 11, 2023, Village staff issued a Request for Qualifications (RFQ) 23-049 for Phase II Design Engineering services. Questions on the RFQ were due on September 25, 2023. On the submittal deadline of October 9, 2023, the Village received five (5) proposals. Village staff scored the proposals per the criteria below and subsequently conducted interviews with the

four (4) highest scoring engineering firms. The RFQ process was conducted using the Village's approved Quality Based Selection (QBS) process, which is a requirement to utilize the federal grant funding previously awarded to the Village.

The Village's scoring criteria for QBS proposals is:

Project Understanding - 20%  
Similar Project Experience - 30%  
Project Team - 15%  
Project Development Approach - 15%  
IDOT Prequalification - 5%  
Overall Completeness of Submittal - 10%  
Selection Committee Discretion - 5%

Proposals were received from the following engineering firms: Baxter & Woodman, Inc. (B&W), Civiltech Engineering, Inc. (Civiltech), DLZ Illinois, Inc. (DLZ), Gewalt Hamilton Associates, Inc. (GHA), and V3 Companies, Ltd. (V3). All proposals were complete and qualified for scoring. Proposal scoring out of 100 is:

V3: 94.5  
Baxter & Woodman: 90.5  
Civiltech: 89.0  
DLZ: 87.0  
Gewalt Hamilton: 84.5

After proposal scoring and interviews were completed, Village staff began negotiations of the Phase II contract scope and fee, starting with the top scoring firm, V3. Staff are now recommending the Village award the Phase II Design Engineering contract to V3. Highlights from the V3 proposal include:

- The proposal best addressed the concerns raised at the public information meeting including analysis of pedestrian safety measures for the roundabout.
- The V3 team expanded on the maintenance of the traffic plan from Phase I and echoed the Village's sensitivity to nearby homes, businesses, La Grange Road, and access considerations for emergency services such as the nearby police station and Orland Fire Protection District.
- The project team has demonstrated experience delivering successful Phase II roundabout designs, including the 147th Street and Ravinia Avenue roundabout.
- The team elaborated on continuity in design between both roundabouts on Ravinia Avenue, which is key for driver expectations (safety) and aesthetics (similar roundabout landscaping).

I move to approve awarding RFQ 23-049 for the 153rd Street and Ravinia Avenue Roundabout, Phase II Design Engineering to V3 Companies, Ltd. for a total not-to-exceed amount of \$267,630;

AND;

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

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

#### **2024-0110 Athletic Field User Agreement**

The Athletic Field User Agreement (AFUA) governs the use of Village athletic fields by youth organizations. Specifically, the AFUA sets scheduling priorities by residency, outlines procedures for the use of Village athletic fields, defines rental fees, a non-resident fee, usage protocols, and sets expectations of coaches, players, parents/guardians and spectators. The AFUA includes a Three Strike Policy which outlines the consequences that may be applied to an organization that violates the protocols outlined in the Agreement.

Staff updated the Agreement for use in 2024. This includes: providing examples of groups categorized in the Priority Order of Field Scheduling; including the rental rate for grass and artificial turf field use; adding artificial turf user guidelines and a field scheduling timeline in the appendix. The remainder of the AFUA is the same as the Agreement approved and used in 2023.

Staff shared a draft of the AFUA with Village athletic organizations to gain feedback and input related to the Agreement. Organizations included Sting FC, Chicago City, the Orland Youth Association (OYA), Pioneer Football, the Orland Park Soccer Club (OPSC), Southside Storm Lacrosse, Girls Sparks Softball and Chicagoland United Soccer.

Staff met individually with Chicago City, OYA, Pioneer Football, and the OPSC upon request, to address concerns related to the use of fields and questions to some portions of the AFUA.

In these meetings, staff stressed that scheduling priority is done by overall organization residency based upon rosters provided by each organization for the spring/summer season and summer/fall season.

When scheduling fields, staff provide each organization with an overall seasonal field allocation. Organizations then distribute fields to individual teams within each's organization. Organizations with equivalent residency are treated equally in a balanced, equitable manner. Organizations with lesser residency percentages are scheduled based upon the priority outlined with the AFUA. Overall, field allocations have historically met the needs of athletic organizations.

Concerns raised by athletic organizations primarily centered around specific user needs and field readiness. Staff are working to address these concerns to meet

the expectations of field users.

The Recreation Advisory Board reviewed and approved the 2024 Athletic Field User Agreement during their February 6, 2024 meeting and recommended the Village Board to approve.

Staff seek Board approval to utilize the updated Agreement as outlined for the 2024 season, and to utilize these guidelines in future years. Any significant changes to the Athletic Field User Agreement in the future would be presented to the Board for consideration and approval before implementation.

I move to approve adopting the updated Athletic Field User Agreement for use in allocating athletic fields by residency, administering rental and non-resident fees, defining field usage protocols and services performed by Village staff, setting expectations for coaches, players, parents/guardians and spectators, and to utilize the outlined Three Strike Policy as defined in the agreement.

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

#### **2024-0111 Pyro-Musical Fireworks Award**

RFP 24-008 (attached) was issued on January 19, 2024 to solicit proposals for a 23 - 25 minute choreographed fireworks show for the Village's annual Fourth of July celebration for 2024, 2025 and 2026. The RFP includes an option to renew the contract for 2027 and 2028.

Eight pyrotechnic firms were invited to submit a proposal including Five Alarm Fireworks Co., Boomtown Fireworks, Mad Bomber Fireworks Productions, Johnny Rockets Fireworks, J & M Displays, Inc., ACE Pyro, LLC, Casabella Pyrotechnics, LLC and Pyrotecnico Fireworks, Inc. Proposals (attached) were received from Pyrotecnico Fireworks, Inc. and Mad Bomber Fireworks Productions.

- Pyrotechnio's proposal is \$30,000 utilizing 1410 shells for 2024 - 2026. The cost increases to \$32,000 in 2027 and 2028
- Mad Bomber proposed \$50,000 for the initial three years of the contract utilizing 1,440 shells. The cost increases to \$52,500 for 2027 and 2028.
- The size, quality, and composition of shells are similar in both proposals.

Staff recommend awarding the Fourth of July fireworks contract to Pyrotecnico Fireworks, Inc. Pyrotecnico acquired Melrose Pyrotechnics in 2021. The Village formally transferred the previous contract, awarded to Melrose in 2022.

Pyrotecnico successfully produced the Village's fireworks show in 2022 and 2023 to the delight of thousands. Key among fireworks production is an experienced staff that strictly adhere to safety protocols. The lead tech has produced the Village's fireworks show for 20 years leading load-in, firing and striking the display, ensuring adherence to the strictest governmental safety requirements.

Pyrotechnico's experience, reliability, safety protocols and ultimately the quality of the display, perfectly choreographed to patriotic music, make them an excellent choice for the Villages' Fourth of July celebration.

Pyrotechnico produces fireworks shows for the: Chicago White Sox, Chicago Bulls, Chicago Bears, Chicago Blackhawks, Notre Dame and Northwestern University, as well as for the Village of North Aurora, Village of Romeoville and the City of Eureka.

I move to approve awarding the Village's Fourth of July choreographed fireworks show to Pyrotechnico Fireworks, Inc for pyrotechnical services on July 4, 2024, 2025 and 2026 at a total not to exceed \$30,000 per year, with the option to renew for 2 additional years not to exceed \$32,000;  
AND

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

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

## **PUBLIC WORKS**

### **2024-0090 LaGrange Road Median Turf Conversion Project Phase I - RFP 24-012**

On January 10, 2024, the Village issued Request for Proposal (RFP) 24-012 "LaGrange Road Median Turf Conversion Project - Phase I" requesting proposals from qualified contractors to complete Phase I of the LaGrange Road Median Turf Conversion Project.

The LaGrange Road Median Turf Conversion Project ("Project") will focus on the removal and replacement of the existing traditional turf grass with a low maintenance ("no-mow") type of fescue grass. Currently, the turf grass located within the LaGrange Road medians is mowed on a weekly basis from April through October (30 weeks), while it is anticipated that "no-mow" fescue would only need to be mowed 3 - 4 times a year.

There are two (2) general types of medians on LaGrange Road: Type A consists of grass and trees only, while Type B contains planting beds (often times raised), ornamental landscaping, trees and grass. Phase I of the Project will focus on three (3) test sites between 135th Street and 147th Street on LaGrange Road (see attached Median Location Exhibit). The two (2) test sites north of Southwest Highway are Type A medians, while the site between 143rd Street and 147th Street is a Type B median.

If Phase I of this project is deemed successful, consideration would be given to repeating this process throughout the remaining median areas along LaGrange Road within Village limits. Success will be measured by cost comparisons (ROI),

viability of turf establishment, and feedback from the public.

#### IDOT

As LaGrange Road is under the jurisdiction of the Illinois Department of Transportation (IDOT), Public Works contacted the IDOT Bureau of Traffic to discuss this project prior to issuing it for bid. Per IDOT, the Village must submit a "Municipality Review of Permit Application Form" prior to beginning work on this project. The selected contractor must then submit a Certificate of Liability Insurance, a BT 725 Traffic Control Authorization Request form, and 2410 Form Road Restriction form.

Approval for the Village Manager to sign the "Municipality Review of Permit Application Form" is requested as a part of this agenda item.

#### BIDDING

During the three (3) weeks that the bid was open for review, twenty-three (23) firms downloaded either partial or complete bid packages. RFP 24-012 was opened on February 8, 2024, at which point two (2) firms submitted bids. All qualifying bid packages and an audit of the bid submittals are attached for reference. A summary of the bid prices is provided below:

Semmer Landscape LLC - \$48,900.00  
Semper Fi Landscaping, Inc. - \$190,000.00

Semmer Landscape LLC, the low bidder, has been the Village's mowing contractor since 2017. Public Works staff has a solid relationship Semmer and is confident the company will be able to effectively complete the scope of work.

As such, staff recommends awarding RFP 24-012 to Semmer Landscape LLC for \$48,900.00. A 10% contingency of \$4,890.00 is requested to address change orders made necessary by circumstances not reasonably foreseeable at the time the proposal was signed, for a total contract price not to exceed \$53,790.00.

President Pekau had comments. (refer to audio)

I move to approve awarding RFP 24-012 to Semmer Landscape LLC. for a total contract price not to exceed \$53,790.00 (\$48,900.00 plus a 10% contingency of \$4,890.00);

AND

Authorize the Village Manager to approve change orders not to exceed the contingency amount;

AND

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

AND

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

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

**Aye:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

#### **2024-0114 Emergency Fire System Repairs - OPHFC**

The Fire Alarm System at the Orland Park Health and Fitness Center (OPHFC) is original to the building and in need of repairs. Public Works had originally planned to contract with an A/E to redesign the entire fire system in 2024, which would take several months to complete.

Unfortunately, the fire alarm system has begun to fail in ways where the emergency replacement of the fire alarm system (including the fire alarm control panel, pull stations, and heat/smoke sensors) is needed. Furthermore, the Orland Fire Prevention District (OFPD) is requesting these repairs and could potentially close the building to the public if these issues are not resolved promptly.

Accordingly, Public Works obtained a proposal from a preferred vendor (Affiliated Customer Service, Inc.) to correct the fire alarm system issues for \$37,823.00. The proposal price was compared to pricing in RS Means for materials and labor, and Public Works determined the proposal price was fair and reasonable.

As such, Staff recommends approving proposal 23T2677KF from Affiliated Customer Service for "Fire Alarm System Replacement" for \$37,823.00. A contingency of \$4,000.00 is requested to address change orders made necessary by circumstances not reasonably foreseeable at the time the proposal was signed, for a total contract price not to exceed \$41,823.00.

I move to approve proposal 23T2677KF from Affiliated Customer Service, Inc. for "Fire Alarm System Replacement" for price not to exceed \$41,823.00 (\$37,823.00 plus a contingency of \$4,000.00);

AND

Authorize the Village Manager to approve change orders not to exceed the contingency amount;

AND

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

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

**Aye:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

#### **2024-0093 Purchase of one (1) Fecon BH74SS Forestry Mulcher**

The Natural Resources and Facilities (NRF) Division maintains the vegetation growth along the Village's multiple paths and sidewalks. Historically, this task has been accomplished using hand-operated cutting methods such as chainsaws, handsaws, and string trimmers, and would take approximately three to four (3-4) weeks to complete.

In October 2023, NRF rented a Fecon forestry mulcher attachment for the John Deere 333G trackloader, to assist with the bi-annual clearing of brush, trees, and stumps at various wooded sites around the Village. The current rental rate for the forestry mulcher is \$3,800.00 per week. Utilizing the Fecon mulcher, staff were able to address all areas within three (3) days. After completing regular maintenance, staff identified several additional areas that had been previously overlooked for maintenance, which staff was able to clear over the next two (2) days.

In addition to NRF utilizing the forestry mulcher, the Utilities Division would also use the equipment for clearing storm water inlets, dry dams, and other storm water related vegetation clearing. The Fecon forestry mulcher assists in clearing vegetation safely and more efficiently.

Staff would like to proceed with the purchase of one (1) Fecon BH74SS Forestry Mulcher from Alta Equipment of Orland Park. Alta Equipment is the local Fecon dealer.

I move to approve the purchase of one (1) Fecon Forestry Mulcher for an amount not to exceed \$41,291.68 per quote from Alta Equipment Company dated February 12, 2024.

**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:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

## **DEVELOPMENT SERVICES AND PLANNING**

### **2024-0122 Unilateral Annexation - Vista Motel - 159th Street & Wolf Road - Ordinance**

The Village has identified an unincorporated commercial parcel that qualifies by Illinois State Statute, for annexation through municipal ordinance. An ordinance authorizing annexation is now presented to the Village for consideration. An Annexation Study was conducted by the Village in 2007 and subsequently updated in 2022. In 2024, staff presented the findings to the Village Board. The Village Board, in February of 2024, directed staff to pursue unilateral annexation of a number of properties but indicated that commercial properties should be the priority. The pursuit of unilateral annexation was recommended following unsuccessful attempts at voluntary annexations. As such, this property is being pursued for unilateral annexation at this time.

Each area eligible for unilateral annexation was evaluated for annexation potential based on factors including, development quality concerns, fiscal impact on village, environmental issues, nuisance issues, natural resource protection, Village preferred land use and utility serviceability.

Therefore, it is recommended that the property identified in this ordinance be annexed and uses of the property be subject to Village Ordinances.

President had comments. (refer to audio)

I move to adopt Ordinance 5873, entitled: AN ORDINANCE ANNEXING PROPERTY (SURROUNDED UNINCORPORATED TERRITORY).

**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:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

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## RECREATION AND PARKS

### 2024-0117 2024 Taste of Orland Park Format

The Taste of Orland Park has been held at the Village Center for the last 20 years. The Taste's primary features include Orland Park restaurants, entertainment, sponsor booths, non-for-profit community organizations and Village youth groups. Over the years, various elements of the Taste have been added including bingo, a car show, inter-village softball game, a community stage, and other small attractions (i.e. trivia contest, back lot, bags competitions, battle of the bands).

In 2024, the Taste of Orland Park will move to the new Centennial Park West venue. In doing so, staff seek to refocus the Taste building upon its core strengths. Additionally, staff are working to reduce the cost of labor and supplies, while identifying opportunities to increase revenue.

Proposed elements and changes to the 2024 Taste of Orland Park include:

\*Reduced hours on Saturday and Sunday

- Friday: 5 p.m. - 11 p.m.

- Saturday: 1 p.m. - 11 p.m. to 3 p.m. - 11 p.m.

- Sunday: 1 p.m. - 9 p.m. to 3 p.m. - 9 p.m.

\*due to low attendance

Key Taste Features

- 1 stage, with bands all three days.

-National level headliner artists

-Overall increase in total number of bands

- CSHS Marching Band: Friday (Time TBD)

- Veterans Tribute: Saturday 6:30 p.m. (:30 earlier)

- Orland Park Taste Restaurants and Food Trucks

- Sponsor Booths

- Community and Youth Groups

- Kids Activities Saturday and Sunday, 3 p.m. - 7 p.m.

Proposed Features to Eliminate

- \*Bingo

- Car Show

- 2nd Stage (live band Karaoke, Battle of the Bands)

- Trivia

- Back lot / Bags Tournament

\*No indoor space; tent is cost prohibitive

VIP Parking

- West Metra lot - VIP, ADA and vendor parking

-VIP Parking \$10/space

- ADA and vendor parking n/c
- 730 total spaces
- Free parking
  - East Metra lot - 670 spaces
  - Centennial Park - 1,044 spaces

#### Fewer Entry Gates / Admissions Protocols

- Reduction from three to two gates
- Metal Detectors / Bag Searches
- No outside food / beverages (1 unopened / sealed water bottle)

The change in hours, reduction from three to two gates, and the elimination of peripheral Taste activities will reduce the overall number of staff and cost of supplies needed to host the Taste. Additionally, VIP parking will provide a new revenue source to off-set event expenses.

Estimated savings resulting from the elimination of proposed elements total: \$12,655 as detailed below:

- Car Show: \$4,500
- 2nd Stage: \$3,000
- Trivia: \$200
- Back Lot / Bags Tournament: \$200
- Reduced Number of Gates & Hours: \$3,147
- Civic Center Staffing: \$408
- Civic Center Cleaning: \$1,200

VIP estimated parking revenue: \$17,220

Additionally, staff are evaluating:

- restaurant participation costs
- menu pricing in support of restaurants
- the cost to vend alcoholic beverages
- the amount earned per cup for the sale of alcoholic beverages
- the elimination of providing pop / water to restaurants to vend
- overall event staffing

The Recreation Advisory Board unanimously approved and recommended the change in format to the 2024 Taste of Orland Park to the Village Board.

Director of Recreation and Parks Ray Piattoni presented information regarding this matter. (refer to audio)

President Pekau had comments. (refer to audio)

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

Director of Recreation and Parks Piattoni, Village Manager George Koczwara and President Pekau responded to Trustee Milani. (refer to audio)

President Pekau had comments. (refer to audio)

I move to approve the proposed format of the 2024 Taste of Orland Park, focusing on bands, Orland Park restaurants, sponsorships, community and youth group involvement, and children's activities on Saturday and Sunday; and eliminating peripheral activities including bingo, the car show, second stage, trivia and the back lot.

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

**Aye:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

## VILLAGE MANAGER'S REPORT

### 2024-0057 Training Resources for Orland Park Leadership Development Program

At the June 20, 2022 Village Board meeting, the Village Board approved the Orland Park Leadership Development Program (OPLDP). The OPLDP is an acknowledgement that the continuous evolution and success of any organization is linked to the continuous growth and evolution of its leadership. Along with the approval of the OPLDP, the Village Board approved the incorporation of training resources for the OPLDP.

The OPLDP is for both formal and informal leaders - anyone who can influence the actions of others. The OPLDP is meant to ensure that the Village is fulfilling its mission of enhancing the quality of life to those who live in, work in, and visit Orland Park. The culture of the organization is on a path in which the mindset goes from "leaders are a select few in the organization" to "everyone can and should be a leader." Ultimately, if every member of the organization is leading from where they are, it will allow us to leverage the power of five highly effective practices:

- \*Find the voice of the organization and connect and align accordingly.
- \*Execute our strategy with excellence.
- \*Unleash and engage people to do infinitely more than they imagined they could.
- \*Be the most trusted organization possible.
- \*Create fervent loyalty with all stakeholders.

In 2023, eighty-one (81) staff members participated in the Leadership Development Program by attending one or more trainings. Of the eight-one (81)

staff, twenty-nine (29) participated in intensive training to become certified trainers in one or more of the following topics, Getting Things Done, Situational Leadership and Customer Service Essentials. Training opportunities are available to any staff member with supervisor approval.

The following training programs are presented for the 2024 Leadership Development Program:

#### Bonfire Training - The Art of Persuasion, Negotiation & Conflict

The Art of Persuasion, Negotiation, and Conflict involves mastering communication and relationship techniques to better assert yourself in the world. Bonfire calls this an “art form” because taking everyone’s different needs, wants, aims, and beliefs into account isn’t exactly a walk in the park. It takes some practice and guidance.

By completing this workshop, participants will learn the following:

- \*The difference between manipulation and the science of persuasion
- \*How to reframe “conflict”, not all conflict is bad!
- \*The mindset of this “art” and how it positively impacts communication
- \*How to stay open-minded and adaptable in order to build trust

Bonfire also offers a series of correlating reinforcement videos for The Art of Persuasion, Negotiation & Conflict program that will help with program sustainability. Each reinforcement video is a micro learning burst (under 2 minutes each) that helps reinforce the topics learned in the workshop. These videos will provide to staff as quick reminders, and are very effective in helping participants sustain and apply the training. The following are reinforcement video topics:

- \*Communication Skills
- \*Conflict Resolution
- \*Mindset Reset
- \*Persuasion vs. Manipulation
- \*Three Characteristics of Great Negotiators

Bonfire will certify twenty-five (25) trainers to deliver the Art of Persuasion, Negotiation and Conflict workshop onsite, mimicking the format of the Customer Service Essentials training that was delivered in January 2023. This training will be held in the second quarter of 2024.

#### Gallup - Boss to Coach

Participants in Boss to Coach training will experience transformational development through individualized learning, shared experiences and one-on-one coaching. The training equips managers to exceed the expectations of the changing workplace and focus on strengths-based, engagement-focused and performance-oriented coaching by:

- \*Understanding and applying their unique strengths in their role.
- \*Implementing best practices for using CliftonStrengths with individuals and teams.
- \*Applying principles of engagement to motivate excellent performance.
- \*Practicing effective ongoing conversations with individuals and teams.

The Boss to Coach training will be held in person for two full days for thirty (30) leaders in the third quarter of 2024.

#### Crucial Learning - Influencer

According to the Gallup Clifton Strengths Assessment results from Cohort 1 & 2, there is a lack of influencing themes; which help take charge, speak up and ensure others are heard to create stronger relationships and improve teamwork. The Crucial Learning Influencer training helps leaders learn how to achieve better results by changing human habits that are extraordinarily difficult to alter, especially those that mire down teams and organizations. Drawing on the skills of the world's best change agents and five decades of social-science research, Influencer teaches why people do what they do and how to help them act differently. The Influencer Model uses the Six Sources of Influence to develop and apply a strategy for cultural transformation:

- \*Help people overcome their reluctance and resistance to change.
- \*Identify and master the necessary skills for success.
- \*Enlist support from formal leaders and opinion leaders.
- \*Leverage teamwork.
- \*Reward early successes.
- \*Create a supportive physical environment.

Crucial Learning will certify six (6) trainers to deliver the Influencer training, similar to the Getting Things Done training delivered in April 2023 and facilitated by the trainers during the months of July - September. The Influencer training will be held in in the fourth quarter of 2024.

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

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

I move to approve proposals with the following vendors for the 2024 Leadership Development Program:

- \*Bonfire Learning for the Art of Persuasion, Negotiation and Conflict for an amount not to exceed \$29,000;
- \*Gallup Boss to Coach training in the amount \$40,000.00;
- \*Crucial Learning Influencer for an amount not to exceed \$14,418.00;

AND

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

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

**Aye:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

## EXECUTIVE SESSION

I move to recess to a Closed Executive Session for the purpose of discussion of a) discussion of the minutes of closed meetings; b) pending litigation against, affecting or on behalf of the village or when found by the board that such action is probable or imminent.

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

**Aye:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

## RECONVENE BOARD MEETING

The roll was called to reconvene the Regular Meeting and Trustees Healy, Katsenes, Milani, Kampas, Riordan, Radaszewski and President Pekau were present.

Purpose of the Executive Session was for the discussion of a) discussion of the minutes of closed meetings; b) pending litigation against, affecting or on behalf of the village or when found by the board that such action is probable or imminent.

**Present:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski and Village President Pekau

**Absent:** 1 - Trustee Riordan

## NON-SCHEDULED CITIZENS & VISITORS

The following members of the audience addressed the Board:

1. Sarah Reddington
2. Mary Chamberlain
3. Noor Shadid
4. Fawzy Hassan

- 5. Tarek Khalil
- 6. Rama Atieh
- 7. Yousif Zegar

**BOARD COMMENTS**

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

**ADJOURNMENT: 8:50 P.M.**

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

**Aye:** 6 - Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Radaszewski, and Village President Pekau

**Nay:** 0

**Absent:** 1 - Trustee Riordan

**2024-0150 Audio Recording for the February 19, 2024, Board of Trustees Meeting**

**NO ACTION**

**/AS**

**APPROVED:**

Respectfully Submitted,

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**Patrick R. O'Sullivan, Village Clerk**

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**Alexandra Snodsmith, Deputy Village Clerk**