



Village of Oak Park

123 Madison Street
Oak Park, Illinois 60302
www.oak-park.us

Meeting Agenda President and Board of Trustees

Tuesday, December 3, 2024

6:00 PM

Village Hall

Regular Meeting at 6:00 p.m., in Council Chambers (Room 201)

The President and Board of Trustees welcome you. Public comments may be made by individuals at the beginning of the meeting, as well as when agenda items are discussed. If you wish to provide public comment, complete the "Instructions to Address the Village Board" form which is available at the back of the Chambers and present it to the Village Clerk at the Board table. When recognized, approach the podium and state your name first. If you wish to provide comment by virtual means, contact the Village Clerk's Office prior to 5:00 p.m. on the day of the meeting by calling 708-358-5670 or by email to publiccomment@oak-park.us. Your camera must remain on while speaking. Please limit your remarks to three minutes.

Instructions for Non-Agenda Public Comment

Non-agenda public comment is a time set aside at the beginning of a meeting for individuals to speak about an issue or concern that is not on that meeting's agenda. It is not intended for a dialogue with the Board. Non-agenda public comment is limited to 30 minutes with a limit of three minutes per person. If non-agenda public comment exceed 30 minutes, public comment will resume after the items listed under the regular agenda are complete. See instructions above on how to provide public comment.

Instructions for Agenda Public Comment

Comments are three minutes per person per agenda item with a maximum of three agenda items on which an individual may speak. In addition, the Village Board permits a maximum of five persons to speak on each side of any one topic which is scheduled for or has been the subject of a public hearing by a designated hearing body. These items are noted with (). See instructions above on how to provide public comment.*

I. Call to Order

II. Roll Call

III. Agenda Approval

IV. Minutes

A. [MOT 24-272](#) A Motion to Approve Minutes from the October 8, 2024 Regular Meeting of the Village Board

Overview:

This is a motion to approve the official minutes of meetings of the Village Board.

- B. [MOT 24-281](#) A Motion to Approve Minutes from the October 29, 2024 Special Meeting of the Village Board.

Overview:

This is a motion to approve the official minutes of meetings of the Village Board.

- C. [MOT 24-282](#) A Motion to Approve Minutes from the November 4, 2024 Special Meeting of the Village Board

Overview:

This is a motion to approve the official minutes of meetings of the Village Board.

V. Non-Agenda Public Comment

VI. Village Manager Reports

VII. Village Board Committees & Trustee Liaison Commission Reports

This section is intended to be informational. If there are approved minutes from a recent Committee meeting of the Village Board, the minutes will be posted in this section.

VIII. Citizen Commission Vacancies

This is an ongoing list of current vacancies for the Citizens Involvement Commissions. Residents are encouraged to apply through the Village Clerk's Office.

- D. [ID 24-617](#) Board and Commission Vacancy Report for December 3, 2024

Overview:

N/A

IX. Citizen Commission Appointments, Reappointments and Chair Appointments

Names are forwarded from the Citizens Involvement Commission to the Village Clerk and then forwarded to the Village President for recommendation. If any appointments are ready prior to the meeting, the agenda will be revised to list the names.

- E. [MOT 24-284](#) A Motion to Consent to the Village President's Appointment of:
Board of Health - Judy Ann Carter, Appoint as Commissioner
Civic Information Systems Commission - Sharon Newton, Appoint as Chair
Community Development Citizens Advisory Committee - Joseph Ruesewald, Appoint as Member

X. Public Hearing

F. [ID 24-610](#) **Public Hearing on the Fiscal Year 2025 Tentative Annual Budget of the Village of Oak Park**

Overview:

Notice of the public hearing on the Village's tentative annual budget was published in the *Wednesday Journal* on November 13, 2024. The public hearing was opened by the Village Board on November 21, 2024, and continued to December 3, 2024, without discussion. The public hearing will be held and adjourned at the meeting of the Village Board on December 3, 2024 at 6:00 p.m.

XI. Consent Agenda

G. [ORD 24-163](#) **Concur with the Historic Preservation Commission and Adopt an Ordinance Amending Chapter 7 ("Buildings"), Article 9 ("Historic Preservation") of the Oak Park Village Code**

Overview:

The Historic Preservation Commission recommends the Historic Preservation Ordinance be amended relative to voting requirements for Certificates of Appropriateness from the majority of a quorum (4 of 11 members) to a quorum (6 of 11 members).

H. [ORD 24-167](#) **Concur with the Zoning Board of Appeals' Recommendation and Adopt an Ordinance Granting a Special Use Permit to Operate a Massage Service Establishment at 1011 Lake Street - Suite 304**

Overview:

The Applicant, Worthy Body Work & Wellness, seeks a special use permit to establish a shiatsu therapy establishment within the DT-1 Downtown Business Zoning District on the third floor of the By-Line Bank building at 1011 Lake Street.

I. [ORD 24-169](#) **An Ordinance Approving the Renewal of a Lease with Greenplan Management, Inc. for the Property Located at 618 South Austin Boulevard and Authorizing its Execution.**

Overview:

The property located at 618 S. Austin Boulevard serves as a police department substation. The current lease agreement expires on December 31, 2024. This two-year renewal agreement spans the timeframe of January 1, 2025 - December 31, 2026.

J. [ORD 24-171](#) **An Ordinance Authorizing the Donation of Surplus Bicycles Owned by the Village of Oak Park**

Overview:

The Police Department has a surplus of bicycles that are no longer necessary or useful to the Village and, therefore, the continued storage and ownership of the bicycles are no longer in the Village's best interest.

- K.** [ORD 24-172](#) **Adoption of An Ordinance Amending Chapter 26 (“Water”), Article 2 (“Charges and Collections”) of the Oak Park Village Code Regarding the Rates for Water and Sewer Services**
- Overview:** This item is for adoption of an Ordinance that proposes to change the fee charged for Water and Sewer services for 2025. Staff proposes to adjust the 2025 Water & Sewer rate according to the estimated Consumer Price Index. The rate is estimated at 4%.
- L.** [MOT 24-273](#) **A Motion to Concur with the Transportation Commission’s Recommendation to Establish Night Permit Parking Within the Enclave Parking Lot Located at 1245 Fair Oaks Avenue**
- Overview:** On November 11, 2024, the Transportation Commission recommended approval of establishing night permit parking within the existing enclave parking lot located adjacent to 1245 Fair Oaks Avenue.
- M.** [RES 24-327](#) **A Resolution Authorizing a Professional Services Agreement with Wight & Company for Architectural Design Review Services for Fiscal Year 2025 and an Option to Renew for Two Additional One-Year Terms in an Amount Not to Exceed \$35,000.00 Annually.**
- Overview:** The Development Services Department issued a Request for Proposals for professional services for fiscal year 2025 which includes two renewable one-year terms. The Village Board approved a Professional Services Agreement in 2019 and again in 2021 with a two-year renewal provision that ends this year 2024. The attached agreement is for a new professional services agreement for 2025 with two one-year renewal options. These services are for architectural design consultation associated with Planned Development applications and applicable building permit applications.
- N.** [RES 24-328](#) **A Resolution Approving a Professional Services Agreement with Gilbert Grossi to Act as an Administrative Law Judge for the Village of Oak Park for a One Year Period and Authorizing Its Execution**
- Overview:** The Village annually hires administrative law judges under contract for the Village’s administrative adjudication process. The law judge conducts hearings of alleged violations of Village ordinances.
- O.** [RES 24-329](#) **A Resolution Approving a Professional Services Agreement with Rhonda Sallee Ramos to Act as an Administrative Law Judge for the Village of Oak Park for a One-Year Period and Authorizing Its Execution**
- Overview:** The Village annually hires administrative law judges under contract for the Village’s administrative adjudication process. The law judges conducts hearings of alleged violations of Village ordinances

- P. [RES 24-334](#) A Resolution Approving a Supplemental Statement of Work for the GIS Consortium Service Provider Contract for 2025 with Municipal GIS Partners, Incorporated in an Amount Not to Exceed \$240,396.00, Authorizing its Execution and Waiving the Village's Bid Process**
- Overview:** At its regular meeting on August 4, 2014, the Village of Oak Park Board directed staff to join the local Graphic Information System Consortium (GISC). This significantly enhanced the Village's GIS capabilities by offering training and access to GIS tools for all employees, while also providing public access to GIS data. The proposed Resolution approves a Supplemental Statement of Work for the 2025 GISC Service Provider Contract with Municipal GIS Partners, Incorporated (MGP) to continue providing GIS services to the Village through shared resources among 44 participating communities.
- Q. [RES 24-339](#) A Resolution Approving an Amendment to a Community Development Block Grant Subrecipient Grant Agreement Between the Village of Oak Park and Thrive Counseling Center and Authorizing its Execution**
- Overview:** On September 16, 2024, the Village approved a motion to allocate \$35,132 in CDBG funds to Thrive Counseling Center for PY2024. Thrive Counseling Center is requesting an amendment to the scope of work.
- R. [RES 24-348](#) A Resolution Approving an Agreement for Public Health Nurse Services with Patrice Steurer, R.N., Not to Exceed \$93,000 thru December 31, 2025, and Authorizing Its Execution**
- Overview:** This position is a contract nurse that supports the Village's one full-time staff nurse position. This position completes required reporting on communicable disease control activities as required of a certified local health department in Illinois, and provides back-up for immunization clinics. This position also works with the staff nurse on other health-related activities, such as training, and information sessions with our local community partners.
- S. [RES 24-350](#) A Resolution Approving the Renewal of the Dumping of Excavated Materials Price Agreement with Waste Management of Illinois, Inc. in an Amount Not to Exceed \$275,000.00**
- Overview:** The Public Works Department, Water, Sewer, and Street Divisions, dispose of approximately 2,500-3,000 tons of excavated materials each year from water and sewer repair excavations. This item allows for the disposal of this material at a local transfer station. The Agreement provides for two additional one (1) year renewal periods. This would be the second of the two annual renewals.

- T. [RES 24-351](#) **A Resolution Approving a Purchase Price Agreement with G & M Trucking, Inc. for Stone & Sand Materials in an Amount not to Exceed \$73,000.00 and Authorizing its Execution**

Overview:

The Water and Sewer Division of the Public Works Department is responsible for maintaining the water distribution and sewer collection systems in the Village. The department annually seeks competitive bids for stone & sand materials.

- U. [RES 24-352](#) **A Resolution Approving a Renewal of the Independent Contractor Agreement with Advance Sweeping Services Inc., for Village Wide Street Sweeping Services in an Amount not to Exceed \$175,000.00 and Authorizing its Execution**

Overview:

The Public Works Department is responsible for the maintenance of approximately 250 lane miles, which includes the sweeping of main arterials and residential streets as well as twelve Business District Areas. Staff recommends a renewal of the current Independent Contractor Agreement with Advance Sweeping Services, Inc. for Village-wide street sweeping services that expire on December 31, 2023. The Agreement allows for two additional one-year renewal periods. This would be the second of the two annual renewals.

- V. [RES 24-353](#) **A Resolution Approving the Renewal of the Independent Contractor Agreement with Davis Tree Care and Landscape, Incorporated for Village Wide Parkway Tree Pruning and Removal Services in an Amount not to Exceed \$460,000.00 and Authorizing its Execution**

Overview:

The Public Works Department is responsible for Parkway Tree Pruning and Removal. To assist in this effort, a contractor is utilized. Davis Tree Care and Landscape, Incorporated performed this work over the past year following a competitive bidding process. The Agreement provides for two possible one (1) year renewals. It is proposed to exercise the first of the two possible renewals with Davis Tree Care and Landscape, Incorporated for Fiscal Year 2025 Parkway Tree Pruning and Removal Services.

- W. [RES 24-354](#) **A Resolution Approving the Renewal of the Independent Contractor Agreement with A & B Landscaping and Tree Service, Inc. for Village Wide Parkway Tree Removal and Stumping Services in an Amount not to exceed \$205,000.00 and Authorizing its Execution**

Overview:

The Public Works Department is responsible for Parkway Tree Removal and Stumping. To assist in this effort, a contractor is utilized. A & B Landscaping and Tree Service, Inc. performed this work over the past year following a competitive bidding process. The Agreement provides for two possible one (1) year renewals. It is proposed to exercise the first of the two possible renewals with A&B Landscaping and Tree Service, Inc. for Fiscal Year 2025 Parkway Tree Removal and Stumping Services.

- X. [RES 24-355](#) **A Resolution Approving a Purchase Price Agreement with Core & Main LP for 2025 Water & Sewer Repair Parts and Materials in an Amount not to Exceed \$55,000.00 and Authorizing its Execution**

Overview:

The Water and Sewer Division of the Public Works Department is responsible for maintaining the water distribution and sewer collection systems in the Village. The department annually seeks competitive bids for water main parts and materials and sewer pipe parts and materials.

- Y. [RES 24-356](#) **A Resolution Approving a Purchase Price Agreement with Underground Pipe & Valve Company for 2025 Water & Sewer Repair Parts and Materials in an Amount not to Exceed \$60,000.00 and Authorizing its Execution**

Overview:

The Water and Sewer Division of the Public Works Department is responsible for maintaining the water distribution and sewer collection systems in the Village. The department annually seeks competitive bids for water main parts and materials and sewer pipe parts and materials.

- Z. [RES 24-357](#) **A Resolution Approving a Renewal to the Independent Contractor Agreement with IHC Construction Companies, L.L.C. for the 2025 Water Service Line Replacement Program, in an Amount not to Exceed \$500,000.00 and Authorizing its Execution**

Overview:

This renewal provides for the replacement of the Village's portion of potable lead water service lines throughout the village and whole service line replacements on emergency repairs. As residents replace their portion of the lead water service line with copper pipe the Village will replace our side. Annually, the Village hires a contractor to assist in completing this work. IHC Construction Companies has performed this work last year after a competitive bidding process for 2023. The Agreement provides for two possible one-year renewals. It is proposed to exercise the first renewal with IHC Construction Companies for fiscal year 2025 water service line replacement program.

- AA. [RES 24-359](#) **A Resolution Approving a Renewal of the Professional Services Agreement with Christopher B. Burke Engineering, Ltd. for Professional Engineering Services for Permit Plan Review and Inspection Services in 2025 in an Amount not to Exceed \$165,000 and Authorizing its Execution**

Overview:

The Engineering Division is responsible for reviewing and inspecting permit work in the public right of way and utilizes consultant services for the majority of these permit services. Staff requested a renewal of the current agreement with Christopher B. Burke Engineering for these services up through the end of 2025 for a not-to-exceed amount of \$165,000. The Agreement allows for two additional one-year renewal periods. This would be the second of the two potential annual renewals.

- AB. [RES 24-361](#) A Resolution Approving the Renewal of a Professional Services Agreement with Securitas Security Services USA, Inc. in an Amount Not to Exceed \$717,031.00 for Security and Support Staff Services at Village Parking Structures and in an Amount Not to Exceed \$76,519.00 for Security and Support Staff Services Provided at Village Hall from January 1, 2025, through December 31, 2025, and Authorizing Its Execution**

Overview:

The Village contracts for security and customer support staff services at Village-owned parking garages 24-hours per day, 365 days a year. Additionally, this contracted staff is utilized to monitor Village Hall after business hours for Village Board and Commission meetings, Administrative Adjudication hearings, and early voting.

- AC. [RES 24-362](#) A Resolution Approving a Renewal of a Parking Lot License Agreement Between the Village of Oak Park and ZipCar, Inc. and Authorizing Its Execution**

Overview:

The Village's existing agreement with ZipCar, Inc., which permits ZipCar to utilize up to ten (10) public parking spaces in select locations throughout the community, will expire on December 31, 2024. Staff recommends the Village Board approve a renewal of the license agreement, which would extend the Village's arrangement with ZipCar through December 31, 2025. This is the first of two (2) optional one (1) year renewals.

- AD. [RES 24-363](#) A Resolution Approving a Professional Services Agreement with Susan Davis Brunner to Act as an Administrative Law Judge for the Village of Oak Park for a One-Year Period and Authorizing Its Execution**

Overview:

The Village annually hires administrative law judges under contract for the Village's administrative adjudication process. The law judge conducts hearings of alleged violations of Village ordinances.

- AE. [RES 24-364](#) A Resolution Approving a Professional Services Agreement with Carrie Belle Washington to Act as an Administrative Law Judge for the Village of Oak Park for a One-Year Period and Authorizing Its Execution**

Overview:

The Village annually hires administrative law judges under contract for the Village's administrative adjudication process. The law judges conduct hearings of alleged violations of Village ordinances.

- AF. [RES 24-365](#) A Resolution Approving a Professional Services Agreement with Stuart Alpern to Act as an Administrative Law Judge for the Village of Oak Park for a One-Year Period and Authorizing Its Execution**

Overview:

The Village annually hires administrative law judges under contract for the Village's administrative adjudication process. The law judge conducts hearings of alleged violations of Village ordinances.

- AG.** [RES 24-366](#) **A Resolution Approving a Professional Services Agreement with Laurie L. Samuels to Act as an Administrative Law Judge for the Village of Oak Park for a One-Year Period and Authorizing Its Execution**
- Overview:** The Village annually hires administrative law judges under contract for the Village's administrative adjudication process. The law judge conducts hearings of alleged violations of Village ordinances.
- AH.** [RES 24-367](#) **A Resolution Approving a Bailiff Services Agreement with Frank Esposito to Act as a Bailiff for the Village of Oak Park for a One-Year Period and Authorizing its Execution**
- Overview:** The proposed agreement provides for one of the Village's Bailiffs, who provides contractual security services during administrative adjudication hearings. The Village has historically had two contracted Bailiffs.
- AI.** [RES 24-368](#) **A Resolution Approving a Renewal of the Independent Contractor Agreement with Allied Garage Door, Inc. to provide Emergency Overhead Door Repairs and Maintenance Services at Village-owned Facilities in 2025 in an Amount Not to Exceed \$52,500.00**
- Overview:** The Public Works Department is responsible for the maintenance and repair of Village-owned facilities. A number of these facilities have large overhead doors for vehicle access including Village Hall, the Public Works Center, the Central Pump Station, Holley Court Parking Garage, Avenue Parking Garage, and OPRF High School Parking Garage. Staff request a renewal of the current Independent Contractor Agreement with Allied Garage Door, Inc. for emergency overhead door repair that expires on December 31, 2024. The Agreement allows for two additional one-year renewal periods. This would be the second of the two annual renewals.
- AJ.** [RES 24-369](#) **A Resolution Approving a Bailiff Services Agreement with Joseph Giammona to Act as a Bailiff for the Village of Oak Park for a One-Year Period and Authorizing its Execution**
- Overview:** The proposed agreement provides for one of the Village's bailiffs, who provides contractual security services during administrative adjudication hearings. The Village has historically contracted for two bailiffs.
- AK.** [RES 24-370](#) **A Resolution Approving a Renewal of an Independent Contractor Agreement with A & B Landscaping & Tree Service, Inc. for Snow Plowing and Salting of Village Leased/Owned Parking Lots and Sidewalk Snow Shoveling for Fiscal Year 2025 in an Amount Not to Exceed \$75,000.00 and Authorizing Its Execution**
- Overview:** The proposed renewal of the agreement provides for snow and ice removal for a portion of the Village's surface parking lots as well as the Village's Sidewalk Snow Removal Assistance Program. Another proposed renewal agreement, contained in a separate agenda item, will provide for snow and ice removal for the remainder of the Village's parking lots.

- AL. [RES 24-371](#) A Resolution Approving a Renewal of an Independent Contractor Agreement with G. A. Paving, LLC for Snow Plowing and Salting of Village Leased/Owned Parking Lots for Fiscal Year 2025 in an Amount Not to Exceed \$75,000.00 and Authorizing Its Execution**

Overview:

The proposed renewal of the agreement provides for snow and ice removal for a portion of the Village's surface parking lots. Another proposed renewal agreement, contained in a separate agenda item, will provide for snow and ice removal for the remainder of the Village's parking lots as well as the Sidewalk Snow Removal Assistance Program.

- AM. [RES 24-372](#) A Resolution Approving an Independent Contractor Agreement with Total Parking Solutions, Inc. for the Service, Maintenance, and Cellular Connectivity of One Hundred and Fifty-Five (155) Cale Pay Stations During Fiscal Year 2025 in an Amount Not to Exceed \$241,800.00 and Authorizing Its Execution**

Overview:

The contractor, Total Parking Solutions, Inc., will service and maintain one hundred and fifty-five (155) Cale pay stations located throughout the Village. Additionally, the contractor will provide cellular connectivity to ensure constant communication to the Cale WebOffice monitoring server for the pay stations. Maintenance and cellular connectivity are necessary to ensure a convenient and reliable parking experience for residents and visitors to Oak Park.

- AN. [RES 24-373](#) A Resolution Approving an Amendment to an Independent Contractor to Change the Not to Exceed Amount from \$91,700.00 to \$101,700 for Fiscal Year 2024 and Approving an Independent Contractor Agreement for Fiscal Year 2025 in an Amount Not to Exceed \$110,000.00 both with Revcon Technology Group, Inc. for the Service and Maintenance of Parking Access and Revenue Control Systems at the Village's Holley Court and Avenue Parking Garages and Authorizing their Execution**

Overview:

An increase to the 2024 agreement is necessary to pay outstanding invoices for repairs that are not covered by the service and maintenance agreement. This Resolution also authorizes the execution of an agreement for the term of 01/01/25 through 12/31/24. This is a sole source agreement since Revcon is the only Illinois dealer and servicer of the TIBA system. Timely service and maintenance of the equipment are necessary to ensure a convenient and reliable parking experience for residents and visitors to Oak Park.

AO. [RES 24-374](#) A Resolution Approving the Renewal of a Parking Lot License Agreement with 840 Oak Park, LLC for a One-Year Term and Authorizing Its Execution

Overview:

The Village historically enters into license agreements with entities in order to provide parking in areas where municipal-owned parking options are limited or unavailable and demand for parking exists. The proposed renewal of the license agreement would continue the Village's ability to administer overnight parking permits within Lot 11, located on privately owned property at 726 Wesley Avenue.

AP. [RES 24-376](#) A Resolution Approving a Task Order with Civiltech Engineering, Inc. for Professional Transportation Engineering Staffing and Services for 2025 in an Amount Not to Exceed \$425,000 and Authorizing its Execution

Overview:

The Engineering Division requested a proposal from Civiltech Engineering to provide part-time staffing services for a transportation engineer to oversee the transportation systems, current planning efforts, and the traffic calming process for 2025. Civiltech submitted a proposal based on hourly rates for the various positions in an estimated not to exceed the amount of \$425,000. This amount is based on an anticipated staffing level of 3-days per week, work associated with administering the traffic calming process for the remaining petitions in hand, and additional various transportation engineering services for the calendar year of 2025.

AQ. [RES 24-377](#) A Resolution Approving an Amendment to the Professional Services Agreement with Terra Engineering, Ltd. for the Design of the Oak Park Avenue Streetscape and Utility Projects to Change the not to Exceed Amount from \$998,577 to \$1,121,790 and Authorizing its Execution

Overview:

In 2023 the Village approved an agreement with Terra Engineering for the phase II design of the Oak Park Avenue Streetscape and Utility Project. During the design additional scope was added to the project primarily for water and sewer main improvements on South Boulevard, alley and lighting improvements adjacent to the Avenue Parking Garage, preparing easement documents, and incorporating wayfinding. The additional design costs for the changes amount to \$123,213 and adjust the not-to-exceed contract from \$998,577 to \$1,121,790.

- AR. [RES 24-384](#) A Resolution Approving an Amendment to a Contract with R.W. Dunteman Company for Project No. 24-6 Pavement Preservation, to Change the Not to Exceed Amount from \$572,340 to \$588,654, Authorizing its Execution, and Directing Staff to Prepare the Necessary Budget Amendment**

Overview:

During the construction of the 2024 Pavement Preservation Project, various quantity adjustments for pavement patching and pavement markings resulted in the final contract cost exceeding the awarded amount by \$16,314. The amendment to the contract with R.W. Dunteman Company adjusts the final construction cost for the project from \$572,340 to \$588,654. There are available funds for these additional costs from savings from completed alley projects.

- AS. [RES 24-386](#) A Resolution Approving the Renewal of the Master Agreement with TranSystems Corporation for Professional Engineering Services in 2025 and Authorizing its Execution**

Overview:

TranSystems Corporation (along with three other firms) has been working with the Village since 2021 under a Master Agreement for providing professional engineering services using a task order system. The Master Agreements has a three-year initial term with the option for two one-year extensions. The initial three-year term of the Master Agreement expires at the end of 2024 and this item is for a one-year renewal of the existing Master Agreement with TranSystems Corporation. TranSystems has done an excellent job designing and managing a variety of projects in the last three years.

- AT. [RES 24-295](#) A Resolution Authorizing the Release of the Draft Program Year 2023 Consolidated Annual Performance and Evaluation Report (CAPER) for a Comment Period and Approval Thereafter**

Overview:

The Consolidated Annual Performance and Evaluation Report (CAPER) is a U. S. Department of Housing and Urban Development (HUD) required document that the Community Development Block Grant (CDBG) grantees must submit each year. The 2023 Program Year (PY) ended September 30, 2024, and this Draft PY 2023 CAPER must be released for a 15-day public comment period before it is submitted to HUD on December 30, 2024.

- AU. [RES 24-303](#) A Resolution Authorizing the Purchase of Excess Public Entity Liability Insurance, Excess Workers' Compensation Insurance, Property Insurance, Crime Coverage, and Cyber Liability for the Village of Oak Park for Fiscal Year 2025 in an Amount Not to Exceed \$864,671**

Overview:

The Resolution authorizes the purchase of excess insurance for amounts over the Village's self-insured retention amounts for coverage for public entity liability insurance, excess workers' compensation insurance, property insurance, crime coverage, and cyber liability for fiscal year 2025.

- AV. [RES 24-349](#) A Resolution Approving the Engagement of Attorneys/Law Firms for Legal Services to be Performed on Behalf of the Village of Oak Park for the 2025 Fiscal Year.**
- Overview:** Since 2012, it has been standard protocol for the Village Manager to bring all engagements for contractual legal services to the Village Board for authorization in the event that through the course of a calendar year, the costs of services were to exceed \$50,000.
- AW. [RES 24-375](#) A Resolution Authorizing Approval of a Funding Grant Agreement between the Village of Oak Park and Visit Oak Park in the Amount of \$209,042 for Fiscal Year 2025 and Authorizing its Execution.**
- Overview:** The 2025 Funding Grant Agreement between the Village of Oak Park and Visit Oak Park, including a scope of services and program goals and measures, in the Amount of \$209,042 for Fiscal Year 2025, is presented for the Village Board's review and approval.
- AX. [RES 24-378](#) A Resolution Approving an Amendment to the Contract with Marking Specialists Corporation for Project 23-15, Bike Boulevard Pavement Marking and Signage Improvements, to Change the Not to Exceed Amount from \$135,548 to \$153,418 and Authorizing its Execution**
- Overview:** During the construction of the 2023 Bike Boulevard project, various quantity adjustments for pavement markings and signage resulted in the final contract cost exceeding the awarded amount by \$17,870. The amendment to the contract with Marking Specialists Corporation adjusts the final construction cost for the project from \$135,548 to \$153,418.
- AY. [RES 24-379](#) A Resolution Approving a Parking Lot License Agreement with Pilgrim Congregational Church of Oak Park and Authorizing Its Execution**
- Overview:** Historically, the Village has entered into a license agreement for the use of the parking lot owned by Pilgrim Congregational Church (Lot 22). The proposed agreement continues this arrangement for Fiscal Year 2025.
- AZ. [RES 24-382](#) A Resolution Approving a Three-Year Professional Services Agreement with Fresh Coast Capital LLC., d/b/a as GreenPrint Partners, LLC. for the Climate Ready Rainscapes Program Management in an Amount not to Exceed \$52,000 in 2025 and Authorizing Its Execution**
- Overview:** The Village has been working with GreenPrint Partners to revise the Rainscapes grant program (previously named RainReady) to be more efficient for staff and consultants, make it more customer-friendly, and include equity considerations. The revised Rainscapes grant program is being presented as a separate agenda item at tonight's meeting. The Engineering Division has negotiated a contract with GreenPrint Partners for administering the revised grant program for 2025. The cost to administer the proposed 2025 grant program is not to exceed \$52,000.

BA. [RES 24-383](#) A Resolution Approving the Village of Oak Park's Climate Ready Rainscapes Grant Program Beginning in 2025

Overview:

The Village worked with GreenPrint Partners to revise the Rainscapes grant program (previously named RainReady) to be more efficient for staff and consultants, make it more customer friendly, and include equity considerations. The Engineering Division recommends approval of the redesigned program for implementation starting in 2025. The grant program offers 50% reimbursement up to \$2,000 to homeowners for projects such as rain gardens, permeable pavers, cisterns, de-paving projects, etc. The professional services agreement for the administration of the program is being presented as a separate agenda item at tonight's meeting.

BB. [RES 24-385](#) A Resolution Approving a Task Order for Professional Engineering Services with TranSystems Corporation for Construction Engineering for the Oak Park Avenue Streetscape Project, in an Amount Not to Exceed \$1,522,388 and Authorizing its Execution

Overview:

The Engineering Division requested a proposal from TranSystems Corporation to provide construction engineering services for the Oak Park Avenue Streetscape Project. The project includes sewer and water mains, streetscaping, street lighting and traffic signals, public art, and roadway reconstruction generally on Oak Park Avenue from Randolph to Ontario along with portions of South Boulevard. TranSystems has previously provided construction management services for large projects similar to this on Lake Street and Madison Street and is best qualified to perform the work. TranSystems has partnered with Terra Engineering for inspection and design support as well as the Prescott Group and a5 for managing communications, marketing, and the project's website.

BC. [RES 24-387](#) A Resolution Approving the Renewal of the Master Agreement with Edwin Hancock Engineering Co. for Professional Engineering Services in 2025 and Authorizing its Execution

Overview:

Edwin Hancock Engineering Co. (along with three other firms) has been working with the Village since 2021 under a Master Agreement for providing professional engineering services using a task order system. The Master Agreement has a three-year initial term with the option for two one-year extensions. The initial three-year term of the Master Agreement expires at the end of 2024 and this item is for a one-year renewal of the existing Master Agreement with Edwin Hancock Engineering Co. Hancock has done an excellent job designing and managing a variety of projects in the last three years.

BD. [RES 24-388](#) A Resolution Approving the Renewal of the Master Agreement with V3 Companies, Ltd. for Professional Engineering Services in 2025 and Authorizing its Execution

Overview:

V3 Companies (along with three other firms) has been working with the Village since 2021 under a Master Agreement for providing professional engineering services using a task order system. The Master Agreement has a three-year initial term with the option for two one-year extensions. The initial three-year term of the Master Agreement expires at the end of 2024 and this item is for a one-year renewal of the existing Master Agreement with V3 Companies. V3 has done an excellent job designing and managing a variety of projects in the last three years.

BE. [RES 24-389](#) A Resolution Approving the Renewal of the Master Agreement with Baxter & Woodman, Inc. for Professional Engineering Services in 2025 and Authorizing its Execution

Overview:

Baxter & Woodman (along with three other firms) has been working with the Village since 2021 under a Master Agreement for providing professional engineering services using a task order system. The Master Agreement has a three-year initial term with the option for two one-year extensions. The initial three-year term of the Master Agreement expires at the end of 2024 and this item is for a one-year extension of the existing Master Agreement with Baxter & Woodman. Baxter & Woodman has done a good job on several pump station projects and projects related to the water distribution system.

BF. [RES 24-390](#) A Resolution Authorizing Approval of a Funding Grant Agreement between the Village of Oak Park and the Oak Park Area Arts Council in the Amount of \$278,000 for 2025 and Authorizing its Execution

Overview:

The 2025 Funding Grant Agreement between the Village of Oak Park and the Oak Park Area Arts Council (OPAAC), including the scope of services and program goals and measurements, is presented to the Village Board for review and approval.

BG. [RES 24-393](#) Resolutions Approving and Authorizing the Annual Renewal of Pawnbrokers Business Licenses

Overview:

Article 48 (“Pawnbrokers”) of Chapter 8 (“Business Licensing”) of Oak Park Village Code requires that the annual renewal of business licenses for pawnbrokers be given at the direction and approval of the Village President and Board of Trustees, upon authorization of the Police Chief.

- BH.** [RES 24-394](#) **A Resolution Approving a Renewal of the Professional Service Agreement with Gasvoda & Associates, Inc. for Scada Integration Services in 2025, in an Amount not to Exceed \$67,000.00 and Authorizing its Execution**
- Overview:** Gasvoda & Associates, Inc. is our current contractor that provides Scada Integration services. In 2024, S.W. Schmitz, LLS d.b.a. Automatic Control Services now owned by Gasvoda & Associates, Inc. was selected as the lowest bidder from an open bidding process. The agreement includes the option for two one-year renewals. Gasvoda & Associates, Inc. did excellent work last year and staff is recommending exercising the first of two annual renewals with Gasvoda & Associates, Inc. for 2025.
- BI.** [RES 24-395](#) **A Resolution Approving A Memorandum of Understanding with the Illinois Fraternal Order of Police Labor Council, Lodge No. 8, for the Purpose of Establishing an Alternate Work Schedule for Police Department Patrol Officers in 2025 and Authorizing its Execution**
- Overview:** This is an agreement between the Village and the Illinois Fraternal Order of Police Labor Council Lodge No. 8 Patrol Officers to implement an alternative work schedule in 2025. This agreement allows the Village and the Union to agree to an alternate work schedule than what is described in the collective bargaining agreement for a one-year period. The Village and the Union typically create these arrangements annually apart from contract negotiations.
- BJ.** [RES 24-396](#) **A Resolution Approving execution of a Lease Agreement with Stryker Cooperation for (4) Power Cots, (4) Power Load Units, (4) Manual Stair Chairs, and (4) Power Stair Chairs and related support not to exceed \$1,380,000 Authorizing its Execution.**
- Overview:** This contract will be paid in 10 yearly installments. This lease agreement provides (4) Power Cots, (4) Power Load Units, (4) Manual Stair Chairs, and (4) Power Stair Chairs at the beginning of the contract and at the beginning of the sixth (6) year. It also covers the replacement of standard parts and annual preventative maintenance/cleaning services.
- BK.** [MOT 24-276](#) **A Motion to Approve the Bills in the Amount of \$8,335,971.70 from November 3, 2024 through November 23, 2024.**
- Overview:** Attached is the regular list of bills paid through the Village's accounts payable system from November 3, 2024, through November 23, 2024. Also attached is the November 2024 payroll summary report.
- BL.** [MOT 24-277](#) **A Motion to Approve the September 2024 Monthly Treasurer's Report for All Funds**
- Overview:** The unaudited September 30, 2024, report is presented pursuant to 65 ILCS 5/3.1-35-45, summarizing the Village's cash and investment balances.

- BM.** [MOT 24-279](#) **A Motion to Approve Staff's Recommendation to Overhire Firefighter/Paramedic and Public Works Positions in Fiscal Year 2025**
- Overview:** Staff is seeking approval to hire new firefighter/paramedic positions or public works positions when there is a pending retirement/resignation of an employee or a long-term employee disability where the employee is not expected to return to work for an extended time resulting in overtime expenditures to fill the "vacancy" when minimum staffing or service levels require.

- BN.** [MOT 24-280](#) **A Motion to Approve the 2025 Village Board Regular Meeting Calendar**
- Overview:** This is an annual action in which the Village Board shall give public notice of the schedule of its regular meetings at the beginning of the year.

XII. Regular Agenda

- BO.** [ORD 24-189](#) **An Ordinance Adopting the Budget for All Corporate Purposes of the Village of Oak Park, Cook County, Illinois in Lieu of the Appropriation Ordinance for the Fiscal Year Commencing on the First Day of January, 2025 and Ending on the Thirty-First Day of December, 2025**

Overview: The Village Board held a Public Hearing on the Proposed Fiscal Year 2025 Budget along with several Finance Committee and/or special Board meetings to discuss the budget in detail with elected officials. This item is the final action for the adoption of the Budget.

- BP.** [ORD 24-184](#) **The Village of Oak Park's Tax Year 2024 Property Tax Levy Ordinance**

Overview: Concurrent with the recommended adoption of the FY25 Budget, staff has calculated the revenue needs for all funds of the Village based upon the final recommendations contained in the FY25 Budget, as well as all Ordinances presented to abate the collection of property taxes for debt service due to the availability of other sources of revenues. In the case of funds fully or partially funded from property taxes, State law requires that property taxes are calculated after considerations of all other funding sources have been reviewed.

- BQ.** [ORD 24-177](#) **An Ordinance Providing for the Abatement of \$180,919 Against the 2024 Tax Levy (2012A General Obligation Corporate Purpose Bonds)**

Overview: On an annual basis, Village staff recommends the abatement or cancellation of various tax levies that were originally pledged to pay the debt service of a specific bond issue. By default, whenever a general obligation (GO) bond is issued, the annual debt service is automatically levied by the County unless the Village directs the Cook County Clerk's Office to abate some or all of the annual levy amount. When other non-property tax Village revenues are available to pay all or a portion of the debt service, the Village abates the tax levy.

BR. [ORD 24-179](#) An Ordinance Providing for the Abatement of \$765,231 Against the 2024 Tax Levy (2016E General Obligation Corporate Purpose Bonds)

Overview:

On an annual basis, Village staff recommends the abatement or cancellation of various tax levies that were originally pledged to pay the debt service of a specific bond issue. By default, whenever a general obligation (GO) bond is issued, the annual debt service is automatically levied by the County unless the Village directs the Cook County Clerk's Office to abate some or all of the annual levy amount. When other non-property tax Village revenues are available to pay all or a portion of the debt service, the Village abates the tax levy.

BS. [ORD 24-180](#) An Ordinance Providing for the Abatement of \$1,104,608 Against the 2024 Tax Levy (2018A General Obligation Corporate Purpose Bonds)

Overview:

On an annual basis, Village staff recommends the abatement or cancellation of various tax levies that were originally pledged to pay the debt service of a specific bond issue. By default, whenever a general obligation (GO) bond is issued, the annual debt service is automatically levied by the County unless the Village directs the Cook County Clerk's Office to abate some or all of the annual levy amount. When other non-property tax Village revenues are available to pay all or a portion of the debt service, the Village abates the tax levy.

BT. [ORD 24-181](#) An Ordinance Providing for the Abatement of \$459,580 Against the 2024 Tax Levy (2016D General Obligation Corporate Purpose Bonds)

Overview:

On an annual basis, Village staff recommends the abatement or cancellation of various tax levies that were originally pledged to pay the debt service of a specific bond issue. By default, whenever a general obligation (GO) bond is issued, the annual debt service is automatically levied by the County unless the Village directs the Cook County Clerk's Office to abate some or all of the annual levy amount. When other non-property tax Village revenues are available to pay all or a portion of the debt service, the Village abates the tax levy.

BU. [ORD 24-183](#) An Ordinance Providing for the Abatement of \$304,063 Against the 2024 Tax Levy (2021 General Obligation Corporate Purpose Bonds)

Overview:

Abatements come before the Village Board for review and approval annually as the Village sets its property tax levy necessary to pay annual debt service. An abatement of \$304,063 will be paid by other parking revenue sources.

BV. [ORD 24-187](#) An Ordinance Providing for the Abatement of \$11,940 Against the 2024 Tax Levy (2020A General Obligation Corporate Purpose Bonds.

Overview:

On an annual basis, Village staff recommends the abatement or cancellation of various tax levies that were originally pledged to pay the debt service of a specific bond issue. By default, whenever a general obligation (GO) bond is issued, the annual debt service is automatically levied by the County unless the Village directs the Cook County Clerk's Office to abate some or all of the annual levy amount. When other non-property tax Village revenues are available to pay all or a portion of the debt service, the Village abates the tax levy.

BW. [ORD 24-188](#) An Ordinance for the Levy and Assessment of Taxes in the Amount of \$775,000 for the Property Tax Year for the Village of Oak Park Special Service Area Number One

Overview:

The Village levies a tax upon the geographic area often referred to as Downtown Oak Park. This area coincides with the legally designated Special Service Area Number One. This levy, against property within the district, is used for the marketing of the business district.

BX. [ID 24-608](#) A Presentation and Discussion on Oak Park's Unhoused Population, Including Ongoing Work of the Village and Key Community Partners

Overview:

At the December 3rd meeting the Board will hear about zoning changes to make possible an expanded emergency shelter in Oak Park, as well as consider the 2025 budget, which includes funding to support that expansion. Staff will present information about homelessness in Oak Park, including the work of the Village and key partners to contextualize these items. Housing Forward will also present potential programs to further support unhoused residents.

BY. [ORD 24-161](#) Concur with the Plan Commission and Adopt an Ordinance Amending Article 8 ("Uses"), Section 8.4 ("Principal Use Standards") and Table 8.1 ("Use Matrix") of the Oak Park Zoning Ordinance to Establish a Community Service Center as a Special Use in the NC-Neighborhood Commercial Zoning District

Overview:

The Petitioner seeks a text amendment to the Zoning Ordinance to add a land use category for a Community Service Center that allows the applicant to provide overnight stays for the unhoused, provide meals, and offer social services in the NC-Neighborhood Commercial Zoning District. This proposed use would require a special use permit. This agenda item is a companion to the special use application agenda item ORD 24-162.

BZ. [ORD 24-162](#) Concur with the Plan Commission and Adopt an Ordinance Granting a Special Use Permit to Allow a Community Service Center in the NC-Neighborhood Commercial Zoning District Located at 112 North Humphrey Avenue

Overview:

The Applicant seeks a special use permit to operate a Community Service Center that would allow the applicant to provide overnight stays for the unhoused, provide meals, and offer social services. This proposed use requires a special use permit. This agenda item is a companion to the Zoning Ordinance text amendment application associated with agenda item ORD 24-161.

CA. [RES 24-342](#) A Resolution Approving a Funding Grant Agreement between Housing Forward and the Village of Oak Park to Fund Emergency Overnight Shelter for Persons Experiencing Homelessness in the Village's Shelter Program Through SMASS III Funds and Authorizing its Execution.

Overview:

The Village of Oak Park received \$299,000 in grant funds from the Metropolitan Mayor's Caucus to provide services to asylum seekers and unhoused in the community. Of those funds, \$55,000 have been designated to emergency overnight shelter funds to Housing Forward. The Village's funding is scheduled to end on June 30, 2025.

CB. [RES 24-326](#) A Resolution Approving the Professional Services Agreement with Planning Resources, Inc. Not-to-Exceed \$150,000 to Develop a Streetscape Design to Publicly Recognize and Memorialize the Life and Legacy of Dr. Percy L. Julian on Chicago Avenue between East Avenue and Austin Boulevard.

Overview:

On May 21, 2024, the Village Board considered a number of options related to honorary designations of village streets, facilities, business districts, programs, purchases, and other initiatives to memorialize individuals and groups with direct connections to the Village, including Dr. Percy L. Julian. At the meeting, the Board directed staff to identify opportunities to make streetscape improvements.

CC. [RES 24-358](#) A Resolution Approving a Professional Services Agreement with Johnson Lasky Kindelin Architects, Inc. for Schematic Design Architectural Services for the Oak Park Municipal Campus in an Amount not to Exceed \$1,850,000.00 and Authorizing Its Execution

Overview:

At the Village Board meeting on November 21, 2024, Village staff recommended that the Village Board direct staff to move forward with negotiations for a Professional Services Agreement with Johnson Lasky Kindelin Architects, Inc. and their collaborators (including Dewberry, Architectural Consulting Engineers, TYLin/Silman Structural Solutions, Middleton Construction Consulting, Carnow Conibear, and Site Design Group) (JLK) for Schematic Design Services for the Oak Park Municipal Campus. This item is the adoption of a negotiated Professional Services Agreement with JLK for those services.

XIII. Call to Board and Clerk

XIV. Adjourn