



Village of Oak Park

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

Meeting Agenda President and Board of Trustees

Tuesday, February 20, 2024

6:30 PM

Village Hall

The Regular Meeting will start at 6:30 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 reviewed. If you wish to make a statement, please complete the "Request to Address the Village Board" form which is available at the back of the Chambers, and present it to the staff table at front. When recognized, approach the podium, state your name first, and please limit your remarks to three minutes.

Instructions for Non-Agenda Public Comment

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 reviewed. If you wish to make a statement, please complete the "Request to Address the Village Board" form which is available at the back of the Chambers, and present it to the staff table at front. When recognized, approach the podium, state your name first, and please limit your remarks to three minutes.

Instructions for Agenda Public Comment

Public comments are allowed for an agenda item. Persons are asked to email a request to speak during the meeting to publiccomment@oak-park.us no later than 5:00 p.m. prior to the start of the meeting or make a request at the meeting with the Village Clerk. You may also call the Village Clerk's Office by 5:00 p.m. prior to the meeting at 708-358-5670 and you will be given instructions on how to participate during the meeting. Agenda public comment will be limited to three minutes per person per agenda item with a maximum of three agenda items to which you can speak. In addition, a maximum of five persons can speak to each side of any one topic that is scheduled for or has been the subject of a public hearing by a designated hearing body. These items are noted with ().*

I. Presentation: Employee Years of Service Awards

A. [ID 24-165](#) Presentation of Employee Years of Service Awards

Overview:

In recognition of Village Employees with 5, 10, 15, 20, 25, 30 and 35 years of service.

II. Call to Order

III. Roll Call

IV. Agenda Approval

V. Minutes

- B. [MOT 24-124](#) **A Motion to Approve Minutes from the February 6, 2024 Regular Meeting of the Village Board**

Overview:

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

VI. Non-Agenda Public Comment

VII. Village Manager Reports

- C. [ID 24-153](#) **Presentation from Metro Strategies Regarding Grant Process Improvement**

Overview:

On July 31, 2023, the Village Board of Trustees approved a Resolution for a Professional Services Agreement with Metro Strategies Group, LLC to provide grant services to the Village of Oak Park.

VIII. Consent Agenda

- D. [ORD 24-105](#) **Concur with the Farmers Market Commission and Adopt an Ordinance Amending Chapter 18 (“Peddlers And Solicitors”), Article 2 (“Farmers’ Market”), Section 18-2-7 (“Assignment Of Spaces”) of the Oak Park Village Code Regarding the Farmers’ Market Vendor Space Assignments**

Overview:

This is a recommendation to amend a specific section of Chapter 18 (“Peddlers and Solicitors”), Article 2 (“Farmers’ Market”) pertaining to the assignment of vendor spaces. The recommended language change would allow the Farmers’ Market Manager discretion regarding participants for each market season and the ability to more efficiently approve and select vendors, assign spaces, and ensure equitable selection based on qualifications and adherence to market rules and regulations.

- E. [RES 24-134](#) **A Resolution Authorizing the Submission of a Federal Emergency Management Agency (FEMA) Building Resilient Infrastructure and Communities Direct Technical Assistance (BRIC DTA) Grant Application for a Benefit to Cost Analysis for the Lombard Avenue Relief Sewer Project**

Overview:

The Federal Emergency Management Agency (FEMA) announced a call for technical assistance grants for qualifying projects that will ultimately reduce damages from disasters or events. The Engineering Division is currently working on the design of the Lombard Relief Sewer project. By providing technical assistance for calculating the project’s benefits and potentially increasing the project’s scoring based on FEMA methodologies, this grant application positions the Village to receive future FEMA grants.

F. [RES 24-126](#) A Resolution Approving the Work Plans of the Village of Oak Park's Boards and Commissions for 2024

Overview:

Each year, the Village Board reviews and approves a work plan for boards and commissions. The commissions recommend to the Village Board a proposed work plan based on the Village Code. Some work plans also contain a budget request. The Village Board can also revise a commission's work plan mid-year if it would like a commission to review an unexpected project or issue.

G. [RES 24-133](#) A Resolution Approving a Renewal of the Independent Contractor Agreement with GA Paving, LLC for Village Wide Utility Pavement Patching Services in 2024 in an Amount Not to Exceed \$250,000.00 and Authorizing its Execution

Overview:

The Public Works Department makes repairs to the underground water distribution and sewer collection systems. These repairs require excavation of the public streets which must then be promptly repaired. Contractors are utilized to assist the Village in making these street repairs. In 2022, the Village Board approved an Independent Contractor Agreement with GA Paving, LLC for this work. The Agreement allowed for two optional one-year renewals. This item is for the second of two annual renewals available as part of the Agreement.

IX. Regular Agenda

- H. [ORD 24-108](#) **An Ordinance Amending Chapter 12 (“Housing”), Article 7 (“Housing Trust Fund”), Section 12-7-8 (“Source of Funds”) and Chapter 23A (“Taxes”), Article 4 (“Hotel/Motel and Transient Occupancy Rental Unit Tax”) of the Oak Park Village Code to Adopt a Transient Occupancy Rental Unit Tax Surcharge**

Overview:

At the Village Board meeting on October 30, 2023, the Village Board directed staff to prepare an ordinance for consideration to increase the Village’s Hotel/Motel and Transient Occupancy Rental Unit Tax from its current rate of 4% to 7.5%. Further, the Village Board gave direction to dedicate the revenue generated by any increase over the existing 4% rate, to the Village’s Housing Trust Fund to support affordable housing goals.

At the Village Board meeting on February 6, 2024, the Village Board approved a motion directing staff to prepare for Village Board consideration an ordinance amending the Village Code to adopt a Transient Occupancy Rental Unit Surcharge Tax in the Amount of 3.5% to be allocated to the Housing Trust Fund to support affordable housing goals. Additionally, the Village Board asked that multiple options related to a potential adjustment to the Village’s Hotel/Motel and Transient Occupancy Rental Unit Tax be presented including a Diversity Equity and Inclusion (DEI) assessment. A proposed ordinance creating a surcharge tax of 3.5% and alternative tax adjustment options are presented in this agenda item for Village Board consideration.

- I. [RES 24-144](#) **A Resolution Approving a Funding Grant Agreement between Oak Park-River Forest Community of Congregations and the Village of Oak Park to Fund a Short-Term Resettlement Program for Asylum Seekers Residing in the Village’s Temporary Shelter Program in the Amount of \$150,000 and Authorizing its Execution**

Overview:

This item is in response to the Board’s motion adopted on February 13, 2024 authorizing Village staff to bring forward an agreement with the Community of Congregations to provide \$150,000 in short-term rental assistance. This would be a reallocation of previously committed funds originally designated as lost revenue under the American Rescue Plan Act (“ARPA”). The Community of Congregations serves as the fiscal agent of a volunteer-run mutual aid effort that supports the resettlement of asylum seekers in Oak Park’s temporary shelter program. The Village’s temporary program is scheduled to end on February 29, 2024 and as of February 9, 2024 there are 132 asylum seekers still in the program.

X. Call to Board and Clerk

XI. Adjourn