



Village of Oak Park

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

Meeting Agenda President and Board of Trustees

Tuesday, January 30, 2024

6:00 PM

Village Hall

A Regular Meeting will start at 6:00 p.m., to begin in Council Chambers (Room 201). The Village Board is expected to adjourn immediately into Executive Session and move to Room 130. The Board will reconvene the Regular Meeting at 7:00 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 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

Non-agenda public comment is a time set aside at the beginning of a Village Board meeting for persons to make public comments about an issue or concern which is not on the meeting agenda. It is not intended to be a dialogue with the Board. Send a request to state your comments by 5:00 p.m. the day of the Village Board meeting to publiccomment@oak-park.us 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. Non-agenda public comment will be limited to 30 minutes with a limit of three minutes per comment. If comment requests exceed 30 minutes, public comment will resume after the items listed under the agenda are complete.

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. Call to Order

II. Roll Call

III. Consideration of a Motion to Adjourn to Executive Session to Meet with an External Auditor to Discuss Internal Control Weaknesses and Identification of Potential Fraud Risk Areas.

IV. Adjourn Executive Session

V. Reconvene to Regular Meeting in Council Chambers and Call to Order

VI. Roll Call

VII. Agenda Approval

VIII. Minutes

IX. Non-Agenda Public Comment

X. Proclamation

XI. Village Manager Reports

- A. [ID 24-123](#) Update on the Status of the Pete's Fresh Market Development on Madison Street

Overview

Overview:

Pete's Fresh Market representatives will be giving an update to the Village Board regarding the development project.

XII. 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.

XIII. 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.

- B. [ID 24-124](#) Board & Commission Vacancy Report for January 30, 2024.

XIV. 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.

XV. Consent Agenda

- C. [RES 24-107](#) **A Resolution Approving the Purchase and Planting of Parkway Trees through Contracts Secured by the Suburban Tree Consortium in an Amount Not to Exceed \$131,000.00 for the 2024 Tree Planting Program and Waiving the Village's Bid Process for said Purchase**

Overview:

The Village purchases and plants approximately 300 - 500 parkway trees annually. Most of these trees replace those removed due to disease, insect infestation, damage, or safety considerations. The Village has contracted for tree purchasing and planting through the Suburban Tree Consortium (STC) for many years.

Recommendation

- D. [RES 24-108](#) **A Resolution Approving the Renewal of the Independent Contractor Agreement with Everest Snow Management, Inc. for Village Wide Parkway Tree Watering Services in an Amount not to Exceed \$65,000.00 and Authorizing its Execution**

Overview:

This item is for the Village-wide parkway tree watering program for 2024. The Village waters newly planted parkway trees during their first growing season. The Agreement provides for two possible one (1) year renewals. It is proposed to exercise the second of the two possible renewals with Everest Snow Management, Inc. for the fiscal year 2024 Village-wide parkway tree watering program.

Recommendation

- E. [RES 24-109](#) **A Resolution Approving A Purchase Price Agreement with Ferguson Enterprises LLC, d/b/a Ferguson Waterworks for Water Meters and Water Meter Parts in an Amount Not to Exceed \$100,000.00, Authorizing its Execution and Waiving the Village's Bid Process for the Agreement**

Overview:

This item is for the purchase of new construction water meters, replacement water meters and water meter supplies as part of normal operations and maintenance by the Public Works Department. The metering equipment needs to be ordered in advance to ensure availability when needed by staff.

Recommendation

- F. [RES 24-110](#) **A Resolution Approving an Amendment to the Independent Contractor with J.L. Adler Roofing & Sheet Metal, Inc. for the South Fire Station Roof Replacement Project to Change the Project Completion Date and Increase the Not to Exceed Amount from \$185,720.00 to \$226,920.00, Authorizing its Execution and Directing Staff to Prepare the Necessary Budget Amendment for the Project**

Overview:

At the October 16, 2023 Village Board meeting, the Board approved an Independent Contractor Agreement with J.L. Adler Roofing & Sheet Metal, Inc. to replace the roof at the South Fire Station. Unexpected conditions were discovered during the demolition process that require an Amendment to the Agreement to increase to not to exceed amount of the agreement and change the project completion date.

Recommendation

- G. [MOT 24-002](#) **A Motion to Approve the November 2023 Monthly Treasurer's Report for All Funds**

Overview:

The unaudited November 30, 2023, report is hereby presented pursuant to 65 ILCS 5/3.1-35-45, summarizing the Village's cash and investment balances.

- H. [RES 24-123](#) **A Resolution Approving an Employee Leasing Agreement with MGT of America Consulting, LLC for an Interim Chief Financial Officer in an Amount Not to Exceed \$100,000 and Authorizing its Execution**

Overview:

The Village currently uses a temporary services agency to employ the Village's Interim Chief Financial Officer position. While originally intended to be short-term in nature and approved under the Village Manager's spending authority, staff have identified a need for the Interim Chief Financial Officer employee to remain with the Village through April 30, 2024 until the completion of the audit and a permanent Chief Financial Officer can be hired and onboarded.

XVI. Regular Agenda

- I. [RES 24-111](#) **Concur with the Community Design Commission and Adopt A Resolution Approving and Adopting the Village of Oak Park's Urban Forest Management Plan**

Overview:

This is a Resolution adopting the Urban Forest Management Plan (UFMP) as an action plan providing detailed information, recommendations, and resources needed to effectively and proactively manage public trees in the Village of Oak Park.

Recommendation

- J. [ORD 24-101](#) **Concur with the Community Design Commission and Adopt an Ordinance Amending Chapter 25 (“Trees, Shrubs, and Other Plants”), Article 1 (“Planting, Maintenance, and Removal of Trees and Shrubs and Creation of Forestry Commission”) of the Oak Park Village Code Regarding the Village of Oak Park’s Urban Forest Management Plan**

Overview: Staff proposes amending the Village Code to recognize the Urban Forest Management Plan in the Village Code and to remove obsolete language.

Recommendation

XVII. Call to Board and Clerk

XVIII. Adjourn