



# Village of Oak Park

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

## Meeting Agenda President and Board of Trustees

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Monday, March 21, 2022

7:00 PM

Remote

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**A Regular Meeting is being conducted remotely at 7:00 p.m. with live audio available and optional video. The meeting will be streamed live and archived online for on-demand viewing at [www.oak-park.us/boardtv](http://www.oak-park.us/boardtv) as well as cablecast on VOP-TV, which is available to Comcast subscribers on channel 6 and ATT Uverse subscribers on channel 99. Remote Meetings of the Oak Park Village Board of Trustees is authorized pursuant to Section 7 (e) of the Open Meetings Act. The Village President has determined that an in-person meeting is not practical or prudent due to the COVID-19 outbreak during the Governor's disaster proclamation. It is also not feasible to have a person present at the Board's Regular Meeting location due to public safety concerns related to the COVID-19 outbreak.**

*The President and Board of Trustees welcome your statement into the public record of a meeting. Public statements of up to three minutes will be allowed during Non-Agenda public comment or Agenda public comment, as an individual designates. Please follow the instructions to participate remotely. You may also communicate with the Village Board at 708.358.5784 or email [board@oak-park.us](mailto:board@oak-park.us). Questions regarding public comment can be directed to 708-358.5672 or email [clerk@oak-park.us](mailto:clerk@oak-park.us).*

### Instructions for Non-Agenda Public Comment

*Non-Agenda public comment is a time set aside at the beginning of each Village Board meeting for public statements about an issue or concern that is not on that meeting's agenda. Send a request to state your comments during the virtual meeting by 5:00 p.m. the day of the Village Board meeting to [publiccomment@oak-park.us](mailto:publiccomment@oak-park.us). If email is not an option, call the Village Clerks Office by 5:00 p.m. prior to the meeting at 708-358-5660. You will be sent instructions on how to participate during the virtual meeting. Non-agenda public comment will be limited to 30 minutes with a limit of three minutes per statement. 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 statements will be allowed for an agenda item. Individuals are asked to email a request to speak during the virtual meeting to [publiccomment@oak-park.us](mailto:publiccomment@oak-park.us), no later than 5:00 p.m. prior to the start of the meeting. Instructions will be sent to you regarding participation. If email is not an option, call the Village Clerks Office by 5:00 p.m. prior to the meeting at 708-358-5660. The Village Board permits a maximum of five statements for 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 (\*) on the agenda.*

## I. Call to Order

## II. Roll Call

## III. Agenda Approval

## IV. Minutes

- A. [ID 22-85](#) **Motion to Approve Minutes from Regular Remote Meeting of March 7, 2022, Special Remote Meeting of March 14, 2022 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.*

- B. [ID 22-86](#) **Board & Commission Vacancy Report for March 21, 2022.**

## 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.*

- C. [ID 22-87](#) **Motion to Consent to the Village President's Appointment of:**  
**Environment & Energy Commission** - Carly Provost-Rizor, Appoint as Member  
**Farmers Market Commission** - Julia Knier, Appoint as Chair  
**Farmers Market Commission** - Rachel Hahs, Appoint as Member  
**Plan Commission** - Frank Sullivan, Appoint as Member  
**Transportation Commission** - Aaron Stigger, Reappoint as Member  
**Transportation Commission** - Garth Katner, Reappoint as Member  
**Zoning Board of Appeals** - Debra McQueen, Reappoint as Member

## X. Consent Agenda

- D.**     [MOT 22-16](#)     **A Motion to Approve the February 2022 Monthly Treasurer’s Report for All Funds**
- Overview:**     The unaudited February 28, 2022, report is hereby presented pursuant to 65 ILCS 5/3.1-35-45 summarizing the Village’s cash and investment balances.
- E.**     [MOT 22-17](#)     **A Motion to Approve the Bills in the Amount of \$4,381,429.48 from February 4, 2022, through March 10, 2022**
- Overview:**     Attached is the regular list of bills paid through the Village’s accounts payable (AP) system for the period beginning February 4, 2022, through March 10, 2022.
- F.**     [ORD 22-17](#)     **An Ordinance Amending Chapter 20 (“Public Health”), Article 7 (“Garbage, Weeds and Littering”) of the Oak Park Village Code to Delete and Remove Section 20-7-21 (“Institutional Customer Rates”)**
- Overview:**     As part of the Village’s residential waste hauling contract, institutional locations (i.e. Schools, Park District, not-for-profit or religious organizations) can receive the benefit of competitive pricing for refuse, recycling, and yard-waste/compost service. With a new contract for these services to begin on April 1, 2022, the proposed amendment updates the Village code to reflect a change in the manner of how these services are managed.
- G.**     [ORD 22-19](#)     **An Ordinance Authorizing the Sale of Surplus Vehicles and Equipment Owned by the Village of Oak Park**
- Overview:**     Various departments have vehicles, and equipment that can be sold as surplus as they are no longer useful to the Village. The vehicles and equipment will be sold at auction, traded in, consigned, or disposed of as scrap.
- I.**     [RES 22-62](#)     **A Resolution Approving a Task Order for Professional Engineering Services with TranSystems Corporation for Design Engineering Services for the 2024 Austin Boulevard Resurfacing Project in an Amount Not To Exceed \$146,155 and Authorizing its Execution**
- Overview:**     The Engineering Division requested a proposal from TranSystems Corporation to provide design engineering for the 2024 Austin Boulevard Resurfacing project. TranSystems has previously designed street resurfacing projects using federal funds and is most qualified to perform these services. The Village received federal funds to resurface Austin Boulevard from Roosevelt Road to Lake Street in 2024. Phase 1 and Phase 2 design work for the project would start this spring in order to have IDOT bid the project in the winter of 2023 for construction in 2024.

- J. [RES 22-63](#) **A Resolution Approving the Renewal of the Annual Software License and Support and Maintenance Agreement dated December 15, 2014, with CityView, a Division of N. Harris Computer Corporation, for the Village's Permitting, Licensing, and Inspection Services in an Amount Not to Exceed \$180,346.45 and Authorizing its Execution**

**Overview:**

The Village launched the CityView Permitting, Licensing, and Inspection software solution known locally as 'VillageView' on May 9, 2016. The Village enters into an Annual Maintenance Agreement with CityView to receive regular software updates and technical support services.

- K. [RES 22-67](#) **A Resolution Approving an Amendment to the Independent Contractor Agreement with HR Green, Inc., for Building Permit Application Plan Reviews and Inspections, for the Fiscal Year 2022 to Change the Not to Exceed Amount from \$1,000,500 to \$1,010,500, to allow for Health Plan Reviews and Health Inspection Services Due to a Staff Shortage in the Health Department and Authorizing Its Execution**

**Overview:**

Staff is submitting an Amendment to the Independent Contractor Agreement with HR Green, Inc., for 2022 services, increasing the not-to-exceed agreement amount from \$1,000,500 to \$1,010,500. This increase is necessary to pay for Health Plan Review services. All Health Plan Reviews are required to be supervised by an Illinois State licensed Environmental Services Supervisor. Currently, the Village does not have a state-licensed Environment Services Supervisor on staff. Therefore, we are contracting with HR Green to provide that service as part of their contract for building permit plan reviews and inspections.

- L. [RES 22-70](#) **A Resolution Approving a Task Order for Professional Engineering Services with Edwin Hancock Engineering Co. for Design Engineering Services for the 2023 Division Street Resurfacing Project in an Amount Not To Exceed \$264,942 and Authorizing its Execution**

**Overview:**

The Engineering Division requested a proposal from Edwin Hancock Engineering Co. to provide design engineering for the 2023 Division Street Resurfacing project. Edwin Hancock has previously designed street resurfacing projects in the Village and is most qualified to perform these services. Division Street is planned for resurfacing in 2023 using REBUILD Illinois funds. Design work for the project would start this spring in order to bid the project in the late fall or early winter for the most advantageous pricing. Construction of the resurfacing would start in the late spring of 2023 following a separate locally funded water and sewer project on Division.

- M.**     [RES 22-71](#)     **A Resolution Authorizing the Submission of a Statewide Planning and Research Program (SPR) Grant Application with the Illinois Department of Transportation for a Vision Zero Plan**
- Overview:**     The State of Illinois recently released a call for projects for Statewide Planning and Research Funds (SPR). SPR funds are typically used for transportation planning studies that relate back to the state’s long-range transportation plan and can include safety studies. The Transportation Commission’s work plan includes an item to determine what elements should be included in a future Vision Zero Study. Staff is recommending applying for SRP funds to fund a future Vision Zero Study in 2023. SRP grant funds cover up to 80% of the costs of the study.

## **XI. Regular Agenda**

- H.**     [ORD 22-20](#)     **An Ordinance Amending Chapter 3 (“Alcoholic Liquor Dealers”), Article 8 (“List of Licenses for Each License Class”), Section 3-8-1 (“Number of Licenses Permitted to be Issued Per License Class”) and Section 3-8-2 (“Licenses by Name and Address Per License”) of the Oak Park Village Code for the Issuance of a Restaurant Class B-1 Liquor License to The Little Gem, Inc., DBA Encore by Little Gem and to Delete Certain Liquor Licensees from the Village Code**
- Overview:**     The Little Gem, Inc., DBA Little Gem (“Little Gem”) seeks the issuance of a Restaurant Class B-1 liquor license for the property located at 187 N. Marion Street.
- N.**     [ORD 22-18](#)     **An Ordinance Amending Chapter 7 (“Buildings”), Article 7 (“Signs”) of the Oak Park Village Code to Amend Various Sections of Article 7**
- Overview:**     With the Community Design Commission’s support, amendments to Chapter 7 (“Buildings”), Article 7 (“Signs”) of the Village Code are proposed which, in general, will provide better clarity, strengthen enforcement and provide for more public input.
- O.**     [RES 22-69](#)     **A Resolution Approving a Services Agreement with Flock Group Inc. for License Plate Recognition Cameras and Software for an Amount Not to Exceed \$112,500 for a Two-Year Period, Authorizing its Execution and Waiving the Village’s Bid Process for the Agreement**
- Overview:**     The Police Department is seeking to purchase 20 license plate recognition cameras and software that will assist in investigations. This will be purchased from Flock Safety who is the sole-source provider for this product.

P. [ORD 22-9](#) **An Ordinance Amending the Fiscal Year 2022 Annual Budget**

**Overview:**

An ordinance is hereby presented to appropriate funds for FY22. Continually, staff evaluates all expenditures and certain adjustments must be made based on various circumstances. Quarterly, or sometimes more often, these adjustments (amendments) must be brought to the Village Board for approval. The first budget amendment each year usually includes several carryover requests for amounts not spent in the prior year's budget. This is especially true of larger public works projects where the work typically encompasses more than one year. In addition, some requests are for new funding, usually due to re-evaluating costs. Adjustments are thus needed to cover adjusted current year expenditures, as well as corrections related due to oversight or under-estimating certain costs. Such underestimates this year are primarily related to the extreme inflationary environment the economy is experiencing right now.

**XII. Call to Board and Clerk**

**XIII. Adjourn**