



# 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, February 1, 2016

6:30 PM

Village Hall

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**Regular Meeting at 6:30 p.m., Room 130. The Village Board is expected to adjourn immediately into Executive Session and reconvene the Regular Meeting at 7:30 p.m. in Council Chambers**

*The President and Board of Trustees welcome you. Statements may be made by citizens at the beginning of the meeting, as well as when agenda items are reviewed. If you wish to make a statement, please complete the "Instructions 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 and address 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 each regular meeting for citizens to make statements about an issue or concern that is not on that meeting's agenda. It is not intended for a dialogue with the board. You may also communicate with the board at 708.358.5784 or e-mail [board@oak-park.us](mailto:board@oak-park.us). Non-agenda public comment will be limited to 30 minutes with a limit of three minutes per person. If comment requests exceed 30 minutes, public comment will resume after the items listed under the regular agenda are complete.*

### Instructions for Agenda Public Comment

*Comments are three minutes per person per agenda item with a maximum of three agenda items to which you can speak. In addition, the Village Board permits a maximum of three persons to 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 Motion to Adjourn to Executive Session to Discuss Personnel and Pending Litigation.

### IV. Adjourn Executive Session

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

### VI. Roll Call

## VII. Agenda Approval

## VIII. Minutes

- A. [MOT 16-015](#) **Motion to Approve Minutes for January 19, 2016 Regular Meeting of the Village Board.**

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

## IX. Non-Agenda Public Comment

## X. Village Manager Reports

- B. [ID 15-395](#) **Review of the Village Board Meeting Calendars for February, March and April 2016.**

Overview: Once per month the Village Manager presents the tentative schedule of the upcoming meetings of the Village Board for review and comment.

## XI. Village Board Committees

*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.*

## XII. 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.*

- C. [ID 16-031](#) **Board and Commission Vacancy Report for February 1, 2016.**

## XIII. 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.*

- D. [MOT 16-017](#) **Motion to consent to the Village President's Appointment of: Citizen Involvement Commission - Lance Taylor, Appoint as Member**

## XIV. First Reading

- E. [ORD 16-010](#) **An Ordinance Amending Chapter 8 (“Business Licensing”), Article 4B (“Pawnbrokers) of the Oak Park Village Code and Adding a New Article 37 (“Secondhand Goods Dealers”) to Chapter 8**

**Overview:** Amendments to Chapter 8 (“Business Licensing”), Article 4B (“Pawnbrokers”) include additional definitions for pawners, jewelry, gift cards, and on-line database as well as new requirements for on-line reporting. Amendments to Chapter 8 (“Business Licensing”), adding Article 37 (“Secondhand Goods Dealers”) provide definitions relating to the purchase and sale of Secondhand Goods, licensing requirements and fees, and on-line reporting requirements.

## XV. Consent Agenda

- F. [ORD 16-008](#) **An Ordinance Authorizing the Sale of Surplus Vehicles, Materials and Furniture Owned by the Village of Oak Park**

**Overview:** The Department of Public Works has a surplus inventory of vehicles and materials consisting of 18 vehicles and miscellaneous Forestry equipment. The vehicles and materials will be sold at auction and if not sold at auction, then they will be disposed of as scrap. The Village also has a surplus inventory of office furniture that would also be sold at auction or disposed of as scrap.

- G. [ORD 16-014](#) **An Ordinance Authorizing the Execution of an Economic Incentives Agreement Between Citrine Café, LLC Doing Business at 100 S. Oak Park Ave. and The Village of Oak Park, A Home Rule Unit of Government**

**Overview:** The Proprietor of Citrine Café requested through the Oak Park Economic Development Corporation (Oak Park EDC) that the Village improve the right-of-way on the southeast corner of South Blvd and Oak Park Ave for the purpose of outdoor searing and gateway aesthetics.

- H. [ORD 16-017](#) **An Ordinance Approving an Intergovernmental Agreement between the Village of Oak Park and the Oak Park Public Library to Transfer and Convey the Maze Library Site and Provide Parking Spaces for use by Oak Park Public Library Employees and Authorizing its Execution**

**Overview:** The Village and Library plan to enter into Intergovernmental Agreement (IGA) in order to facilitate the transfer of ownership of Maze Library from the Village to the Library and to provide parking for employees of the Library in the Avenue Parking Garage.

- I. [RES 16-042](#) **A Resolution Approving an Amendment to an Independent Contractor Agreement with A & B Landscaping and Tree Service, Inc. for Parkway Tree Stump Removal in an Amount Not To Exceed \$120,000.00 and Authorizing its Execution**

**Overview:**

The Village of Oak Park signed an independent contractor agreement renewal with A&B Landscaping and Tree Service, Inc. in January for parkway tree stump removal for \$25,000.00. Staff recommends amending the existing Independent Contractor Agreement with A & B Landscaping and Tree Service, Inc. for an amount not to exceed \$120,000.00.

- J. [RES 16-056](#) **A Resolution Approving a Professional Services Agreement with Wight & Company for Architectural Design Consultation in 2016 for an Amount Not to Exceed \$25,000 and Authorizing its Execution**

**Overview:**

The agreement will be for services relative to plan development application design review as well as building permit application design review.

- K. [RES 16-057](#) **A Resolution Authorizing the Use of Motor Fuel Tax Funds for Maintenance of Streets in the Village of Oak Park for the Fiscal Year 2016**

**Overview:**

The Village receives a monthly distribution of Motor Fuel Tax (MFT) funds from the Illinois Department of Transportation (IDOT). The Illinois Highway Code requires that each municipality receiving MFT funds use those funds for the limited purposes described in the Highway Code. Those approved uses generally relate to the costs of labor and materials for construction and maintenance of the public right of way. The Village is required to adopt a Resolution which obligates its share of Motor Fuel Tax Funds to one or more of the approved purposes set forth in the Highway Code.

- L. [RES 16-062](#) **A Resolution Approving a Construction Engineering Services Agreement for Federal Participation with Terra Engineering, Ltd. for Construction Engineering of the Bike Parking Facilities Project in an Amount Not to Exceed \$26,778 and Authorizing its Execution**

**Overview:**

In the spring of 2015 the Engineering Division requested proposals for design and construction engineering services for the federally funded Bike Parking Facilities project to be awarded as two separate agreements because of federal funding requirements. Seven firms received request for proposal documents and only one proposal was received. The proposal from Terra Engineering, Ltd. fit the needs of the Village at a competitive price. The design is complete and is scheduled for bidding this spring. The Village will be reimbursed 80% of the costs for this construction engineering work from a Federal grant for the project.

- M.**     [RES 16-064](#)     **A Resolution Approving a Local Public Agency Agreement for Federal Participation with the State of Illinois for the Construction of the Bike Parking Facilities Project and Authorizing its Execution**
- Overview:**     The Village received a Federal grant for the installation of bike parking facilities at locations near the CTA Blue and Green Line stations. The project involves the installation of covered bike shelters in off-street parking lots and a bump-out by the Blue Line and the installation of semi-vertical bike racks and pedestrian improvements along North Blvd near Forest. The design is complete and scheduled for bidding in March. The local agency agreement with the State is required to allow the Village to bid the project. The Village will be reimbursed 80% of the costs for eligible items from a Federal grant for the project.
- N.**     [RES 16-065](#)     **A Resolution Authorizing Local Funding for the Federally Funded Bike Parking Facilities Project, Section Number 12-00255-00-MS**
- Overview:**     The Village received a Federal grant for the installation of bike parking facilities at locations near the CTA Blue and Green Line stations. The project involves the installation of covered bike shelters in off-street parking lots and a bump-out by the Blue Line and the installation of semi-vertical bike racks and pedestrian improvements along North Blvd near Forest. The design is complete and scheduled for bidding in March. The total cost of the project is estimated at \$415,392 with the Village's share of this project at \$131,504. The resolution committing Village of Oak Park funding for the local share of the project is required by the State as part of their agreement process.
- O.**     [RES 16-069](#)     **A Resolution Authorizing a Change Order to the Professional Services Agreement with Ciorba Group, Inc. for the North and South Pump Station Rehabilitation Project for an Additional \$12,207**
- Overview:**     The Village of Oak Park has an agreement with Ciorba Group, Inc. to provide design engineering services with limited phase 3 services for the North and South Pump Station Rehabilitation Project 16-9 which includes the construction of elevated walkways and other improvements such as color coding of piping and repairs and painting of floors, walls, stairways and fencing. Staff requested a proposal from Ciorba Group for additional construction inspection services related to the elevated walkways since much of this inspection work requires a structural engineer. The additional scope results in a contract increase of \$12,207 over the original contract amount of \$38,000.

- P.**     [RES 16-078](#)     **A Resolution Approving an Employee Lease Agreement for a Temporary Human Resources Generalist with GovTemps USA, LLC and Authorizing its Execution.**
- Overview:**     The Human Resources Generalist position was established in the FY16 budget and is proposed to be temporarily filled with a professional temporary contractor pending conclusion of the formal competitive recruitment process.
- Q.**     [RES 16-080](#)     **A Resolution Approving a Reimbursement Agreement and a Fee Letter Agreement Between PNC Bank, National Association and the Village of Oak Park for the Issuance of a Letter of Credit for the Oak Park Station Development at the Lake Street / Westgate / North Boulevard Site and Authorizing their Execution**
- Overview:**     Pursuant to the Amended and Restated Redevelopment Agreement with Clark Street Development, LLC, the Village has committed to participate in the cost of the project related to the public improvements. In order to provide a financial commitment to the development while maintaining financial security, the Village has utilized a Letter of Credit (LOC) as the preferred short-term financing method.
- W.**     [RES 16-086](#)     **A Resolution Approving a Collective Bargaining Agreement Between the Village of Oak Park and the Automobile Mechanics' International Association of Machinists and Aerospace Workers, AFL-CIO, Local 701, effective January 1, 2016 through December 31, 2018 and Authorizing its Execution.**
- Overview:**     The Village and the International Association of Machinists (IAM), Local 701, representing eight automotive service technicians and associated positions, have reached a tentative agreement for a successor labor contract. The duration of this agreement is for three years, beginning on January 1, 2016, and expiring on December 31, 2018.
- R.**     [MOT 16-011](#)     **Motion to Direct Staff to Prepare Development Agreement and Sales Tax Sharing Agreement for the Property Located at 412 N. Austin Consistent with the Recommendations of the Oak Park Economic Development Corporation (Oak Park EDC).**
- Overview:**     The Oak Park EDC is recommending that the Village enter into a development agreement with Pioneer Property Advisors to redevelop the property located at 412 N. Austin Boulevard into a restaurant.

S. [MOT 16-016](#) **Motion to Approve the Bills in the Amount of \$1,614,678.94 From January 15, 2016 Through January 28, 2016**

Overview:

Attached is the regular list of bills as paid through the Village's accounts payable (AP) system for the period beginning January 15, 2016 through January 28, 2016. This is the most current list available.

This list also includes a payment to Downtown Oak Park (DTOP) in the amount of \$190,089.66. Although there is not yet an approved contract, staff is recommending payment to the organization for Board approval while we finalize the agreement.

## XVI. Regular Agenda

U. [MOT 16-018](#) **Motion to Concur with the Staff Recommendations to Approve the 2016 Citizen Commission Work Plans As Revised**

Overview:

Annually the Village Board requires each Citizen and Advisory Board and Commission to submit a work plan for the coming year. This is the formal process to review and accept work plans. Staff is recommending one change to the Transportation Commission Work Plan.

## XVII. Regular Agenda for Items Pursuant to Village Code Chapter 2 Alcoholic Liquor Dealers or Related (President Pro-Tem Trustee Barber )

V. [ORD 16-006](#) **An Ordinance Amending Chapter 3 ("Alcoholic Liquor Dealers"), Article 8 ("List of Licenses for Each License Class"), Section 3-8-1 ("Number of Licenses 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-4 Liquor License to Citrine Café, LLC**

Overview:

The Ordinance authorizes the issuance of a Restaurant Class B-4 Liquor License to Citrine Café, LLC ("Citrine") for the property located at 100 S. Oak Park Avenue.

## XVIII. Call to Board and Clerk

## XIX. Adjourn