



Village of Oak Park

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

Meeting Agenda President and Board of Trustees

Monday, November 20, 2023

6:00 PM

Village Hall

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

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. 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. Agenda Approval

IV. Minutes

- A. [MOT 23-107](#) Motion to Approve Minutes from the October 16, 2023 Regular Meeting of the Village Board

Overview:

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

B. [MOT 23-110](#) Motion to Approve Minutes from the October 23, 2023 Regular 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

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.

C. [ID 23-547](#) Board & Commission Vacancy Report for November 20, 2023

IX. Public Hearing

D. [ID 23-509](#) Public Hearing on the Fiscal Year 2024 Proposed Budget

Overview:

The Village Board is required to hold a public hearing on the proposed budget for the coming fiscal year in order to receive public testimony regarding the recommendations. Attached is a copy of the proposed budget for FY24 which contains the consensus of the Finance Committee of the Village Board.

X. First Reading

E. [ORD 23-96](#) First Reading of an Ordinance Establishing the Annual Building and Construction Permit Fees and the Zoning Application Fees of the Village of Oak Park

Overview:

Pursuant to the Village Code, building codes have to be reviewed annually. Staff reviewed the Village's current fees and current budget and proposes the following: (1) Adopt the updated International Code Council (ICC) Building Validation Data (BVD) chart; (2) Keep the current permit fee multiplier as it reflects the Village's actual costs to administer the permit processing division; (3) Clarify the Village fee chart by removing obsolete and duplicate fees; and (4) Make adjustments to the Village's demolition fees based upon Village Board feedback regarding that fee and its increase to support the Village's Housing Trust Fund.

- F. [ORD 23-112](#) **First Reading of an Ordinance Amending Chapter 15 (“Motor Vehicles and Traffic”), Article 3 (“Parking Meters, Parking Permits, and Municipal Attendant Parking Lots”), Section 15-3-18 (“Parking Rates; Parking Meters, Pay By Space Machines, Village Operated Parking Structures, Permit, Extended Pass, Valet and Daytime On Street Permit Parking”) of the Oak Park Village Code to Expand Eligibility Criteria for the Reduced Parking Permit Fee Program**

Overview:

The proposed Ordinance is pursuant to the Village Board’s direction upon initial approval and establishment of the Village’s Reduced Parking Permit Fee Program, at its March 20, 2023 meeting. The proposed Ordinance expands eligibility for the program to residents of various other affordable housing locations throughout the community.

XI. Second Reading

- G. [ORD 23-109](#) **Second Reading and Adoption of An Ordinance Amending Chapter 20 (“Public Health”), Article 7 (“Garbage, Weeds and Littering”), Section 20-7-2 (“Storage and Collection of Garbage, Refuse, Yard Waste and Recyclable Materials for Residential Buildings Containing Five Units or Less; Storage and Collection of Yard Waste for All Buildings”) of the Oak Park Village Code Regarding Rates for Garbage, Refuse, Yard Waste and Recyclable Materials Collection Services**

Overview:

This Ordinance proposes the fees charged for refuse, recycling and yard-waste collection and disposal in Fiscal Year 2024. These services are provided by Lakeshore Recycling Services (LRS) to owners of residential property containing one to five units. These new rates reflect the charges for collection per the contract with LRS and for disposal at the West Cook County Solid Waste Agency’s Regional Disposal Project.

- H. [ORD 23-110](#) **Second Reading and Adoption of An Ordinance Amending Chapter 26 (“Water”), Article 2 (“Charges and Collections”), Section 26-2-2 (“Meter Charges”) of the Oak Park Village Code Regarding the Rates for Water and Sewer Services**

Overview:

This is the second reading of an Ordinance which proposes to change the fee charged for Water and Sewer services for 2024. Staff proposes to adjust the 2024 Water & Sewer rate according to the estimated Consumer Price Index. The rate is estimated at four (4) percent.

XII. Consent Agenda

- I. [MOT 23-108](#) **A Motion to Approve the Bills in the Amount of \$4,303,593.11 from October 1, 2023, through October 28, 2023**

Overview:

Attached is the regular list of bills paid through the Village's accounts payable system for the period beginning October 1, 2023, through October 28, 2023. Also attached is the October 2023 payroll summary report.

- J. [ORD 23-113](#) **An Ordinance Amending Chapter 2 ("Administration"), Article 4 ("Village Manager"), Section 2-4-13 ("Contracts and Settlements") and Article 6 ("Finance Department"), Section 2-6-10 ("All Contracts for Supplies, Equipment, Repair Work or the Making of Any Public Improvement; Requirements for Approval and Bidding") of the Oak Park Village Code**

Overview:

The Ordinance amends the Village Code to give the Village Manager the authority to execute contracts and settlements up to \$50,000.00 from the current amount of \$25,000.00.

- K. [RES 23-341](#) **A Resolution Approving an Amendment to Section 4 ("Purchasing Authority"), Section 10 ("Requests for Proposals (RFP)/Request for Qualifications (RFQ)") and Section 15 ("Change Orders and Contract Amendments") of the Village of Oak Park Purchasing Policy**

Overview:

The Resolution approves an amendment to Section 4 ("Purchasing Authority"), Section 10 ("Requests for Proposals (RFP)/Request for Qualifications (RFQ)") and Section 15 ("Change Orders and Contract Amendments") of the Village of Oak Park Purchasing Policy to increase the Village Manager's authority to execute contracts from \$25,000.00 to \$50,000.00.

- L. [RES 23-307](#) **A Resolution Approving a Fourth Amendment to the Professional Services Agreement Between the Village of Oak Park and Christopher B. Burke Engineering, Ltd. for Design Engineering Services for the Madison Street Streetscape Project to Change the Not to Exceed Amount from \$966,444 to \$992,575 and Authorizing its Execution**

Overview:

Christopher B. Burke Engineering (CBBEL) designed the Madison Street resurfacing project which was completed in 2019 and completed the design of the proposed streetscape and utility project on Madison from Oak Park Avenue to East Avenue. The proposed amendment is needed to pay for additional work required for utilizing Rebuild Illinois Funds and due to delays in the bidding due to staffing and development coordination. The amendment adjusts the existing not to exceed contract amount from \$966,444 to \$992,575.

- M. [RES 23-321](#) **A Resolution Approving an Independent Contractor Agreement with National Power Rodding Corporation for Project 23-10, Sewer Cleaning and Inspection, in an Amount not to Exceed \$93,000 and Authorizing its Execution**

Overview:

Competitive proposals were received on October 31, 2023 for the Sewer Cleaning and Inspection Project. Three contractors submitted proposals for the project. The lowest qualified proposal was submitted by National Power Rodding Corporation in the amount of \$126,370 which is over the budgeted amount. Staff worked with National Power Rodding to reduce the scope of the project to fit within the available budget amount of \$93,000. The project consists of cleaning and television inspection of approximately 4.3 miles of sewers ranging in size from 12 to 102 inches in diameter.

- N. [RES 23-317](#) **A Resolution Authorizing the Execution of a Settlement Agreement in Cook County Circuit Court Case Number 2021 L 007302**

Overview:

It is requested that the Village Board authorize the execution of a settlement agreement in Cook County Circuit Court Case Number 2021 L 007302.

- O. [RES 23-327](#) **A Resolution Approving the Renewal of a Professional Services Agreement with Thompson Elevator Inspection Service, Incorporated for a One Year Term in an Amount Not to Exceed \$65,000 and Authorizing its Execution**

Overview:

Elevators are unique, complex and specialized. In order to continue to provide optimum customer service, staff recommends the Village continue to outsource the annual safety inspections and construction plan review activities.

- P. [ORD 23-108](#) **An Ordinance Amending Chapter 15 (“Motor Vehicles and Traffic”), Article 1 (“In General”), Section 15-1-10 (“Speed Limits”) of the Oak Park Village Code to Establish Twenty (20) Miles Per Hour Neighborhood Greenway Speed Zones on Erie Street and Scoville Avenue**

Overview:

As part of the Neighborhood Greenway treatments approved by the Board at the October 16th meeting, speed limits on the neighborhood Greenways will be reduced to 20 miles per hour. This ordinance establishes a 20 mile per hour (mph) Speed Zone on the Neighborhood Greenway streets of Erie Street from Kenilworth to Scoville Avenue and Scoville Avenue from South Boulevard to Lake Street.

- Q. [ORD 23-99](#) **An Ordinance Granting an Extension of Time to Complete Construction of the Planned Development at 715-717 South Boulevard (Residences of South Boulevard) to May 31, 2024****

Overview:

717 South Boulevard, LLC is requesting approval of an extension of its planned development ordinance deadline to allow additional time to finish construction of the multi-unit residential condominium building constructed at 715-717 South Boulevard. This is the sixth request to extend the development's timeline.

- R. [ORD 23-107](#) **An Ordinance Authorizing the Sale, Donation or Disposal of Surplus Office Furniture and Equipment Owned by the Village of Oak Park and Previously Owned by the Oak Park Economic Development Corporation****

Overview:

The surplus office furniture and equipment, previously owned by the Oak Park Economic Development Corporation, will be reassigned, sold, donated or disposed of as scrap.

- S. [ORD 23-111](#) **An Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Oak Park****

Overview:

The Parking & Mobility Services Division of the Development Customer Services Department has various items that can be disposed as surplus because they are no longer useful to the Village.

- T. [RES 23-323](#) **A Resolution Approving the Purchase of 2,500 Tons of Rock Salt from Cargill Inc. at \$66.15 per ton for the 2023/2024 Snow Season in an Amount not to Exceed \$200,000.00 per the State of Illinois Joint Purchasing Program and Waiving the Village's Bidding Process for the Purchase****

Overview:

Rock salt is used as the principal deicer for snow and ice control in an effort to mitigate hazardous road conditions. The Village participates in the State of Illinois Joint Purchasing Program for materials and equipment commonly used by municipalities, such as rock salt.

- U. [RES 23-324](#) **A Resolution Approving a Purchase Price Agreement between the Village of Oak Park and CDW Government LLC for the Purchase of Nine (9) GETAC Mobile Data Computers in an Amount Not to Exceed \$38,662.30 and Authorizing its Execution****

Overview:

The Police MDC is used in daily law enforcement operations in responding to dispatch calls, to access law enforcement databases and provide for other secure information sharing. The MDC is installed in the vehicle and specifically designed to be durable, reliable and provide for safe operations.

- V. [RES 23-328](#) **A Resolution Approving the Renewal of the Professional Services Agreement with HR Green, Inc. to Provide Plan Review and Inspection Services in an Amount Not to Exceed \$1,117,550 in 2024 and Authorizing its Execution**

Overview:

This renewal of the Professional Services Agreement will result in the continuation of the outsourcing of day-to-day large project plan review and inspection activities, not currently handled by in-house staff in the Permit Processing Division of the Development Customer Services Department, in order to provide optimum customer service. The not to exceed contract amount is \$1,117,550 for 2024, a 3% increase from the 2023 agreement.

- W. [RES 23-340](#) **A Resolution Approving an Amendment to an Independent Contractor Agreement with Nafisco, Inc. for the Fabrication and Installation of Parking Signage to Change the Project Completion Date and Increase the Not to Exceed Amount From \$187,701.00 to \$225,525.00 and Authorizing Its Execution**

Overview:

The Village Board approved an Independent Contractor Agreement with Nafisco, Inc. on June 20, 2023 to provide for the fabrication and installation of updated parking signage on various streets throughout the Village. The proposed Amendment to the Agreement provides for the installation of additional parking signage at various locations. The signs are already fabricated and therefore the scope of services outlined in the change order only includes the fabrication of all posts and other necessary parts as well as the labor for the installation.

- X. [RES 23-339](#) **A Resolution Authorizing the Execution of a Settlement Agreement in United States District Court for the Northern District of Illinois Case Number 2014 CV 06406**

Overview:

It is requested that the Village Board authorize the execution of a settlement agreement in United States District Court for the Northern District of Illinois Case Number 2014 CV 06406.

- Y. [RES 23-368](#) **A Resolution Authorizing the Purchase of Out-of-State Pension Credits by Thomas W. Barwin**

Overview:

The Resolution authorizes the purchase of out-of-state pension credits by Thomas W. Barwin.

XIII. Regular Agenda

Z. [ID 23-553](#) Department Presentations Regarding the Fiscal Year 2024 Proposed Budget**Overview:**

This is the first review of the proposed operating budget for Fiscal Year 2024. Staff will be available to review and answer questions on any of the following budgets:

1. General Fund:

Village Manager's Office, Human Resources, Law, Finance, Adjudication, Information Technology and Village Clerk's Office

AA. [MOT 23-109](#) A Motion to Reallocate \$1,000,000.00 in Unspent American Rescue Plan Act (ARPA) Funding as Lost Revenue in the General Fund to Then Be Used for the Purpose of Providing Aid and Support to Asylum-Seeking Migrants in the Village of Oak Park Through March 19, 2024 and Directing Staff to Prepare the Necessary Documents for Board Consideration**Overview:**

The Village has been providing aid and support to over 160 asylum-seeking migrants since the late hours of October 31, 2023 when temperatures fell below 20 degrees. This shelter and service was formally authorized under the Board's adoption of an Emergency Disaster Proclamation on November 2, 2023. To date, the Village's emergency response has been funded using \$400,000 in Supporting Municipalities for Asylum Seeker Services (SMAS) grant dollars received from the Metropolitan Mayors Caucus and an additional \$150,000 in re-allocated general funds that were designated as lost revenue through the American Rescue Plan Act (ARPA). This additional funding was authorized by the Board on October 30, 2023. The Emergency Disaster Proclamation, if not extended, will expire on December 4, 2023 and SMAS and other allocated dollars are expected to be exhausted by mid to late December.

AB. [RES 23-370](#) A Resolution Declaring an Emergency Disaster Affecting the Public Health, Safety and Welfare in Order to Provide Aid and Support to Asylum Seekers Residing in the Village of Oak Park Through March 19, 2024**Overview:**

The Village Board is asked to declare an emergency disaster affecting the public health, safety and welfare as a procedural step under state law and the Village Code in order to provide aid and support to asylum seekers residing in the Village of Oak Park through March 19, 2024.

XIV. Call to Board and Clerk**XV. Adjourn**