



Village of Oak Park

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

Meeting Agenda President and Board of Trustees

Tuesday, September 6, 2016

7:00 PM

Village Hall

Regular Meeting at 7:00 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. 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 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 16-106](#) **Motion to Approve Minutes for July 18, 2016 Regular Meeting and August 11, 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 16-268](#) **Review of the Village Board Meeting Calendars for September, October, November, December 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 16-267](#) **Board and Commission Vacancy Report for September 6, 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 16-107](#) **Motion to consent to the Village President's Appointment of:**
Community Design Commission- Douglas Chien, Reappoint as Chair
Community Development Citizens Advisory Committee - Phyllis Russell, Reappoint as Member
Community Relations Commission - Jordan Mann, Appoint as Chair
Community Relations Commission - Thomas Zapler, Appoint as Member
Housing Authority - Doris Kelley, Reappoint as Member
Plan Commission - Greg Marsey, Reappoint as Member

XIV. First Reading

- E. [ORD 16-099](#) **First Reading of an Ordinance Amending Chapter 23A (“Taxes”), Article 4 (“Hotel/Motel Tax”) of the Oak Park Village Code to Include Transient Occupancy Rental Units**

Overview: With the rise of private residential Transient Occupancy Rental Units, within the Village of Oak Park, significant competition with commercial Hotel/Motel establishments has developed. Recognizing that Transient Occupancy Rental Units function in the same capacity as traditional Hotel/Motel Units staff is recommending that these units be subject to the 4% user tax as defined by Chapter 23A “Taxes” Article 4 “Hotel/Motel Tax”.

- F. [ORD 16-098](#) **First Reading of an Ordinance Amending Chapter 7 (“Buildings”), Article 7 (“Signs”), Section 7-7-13 (“Temporary Signs”) of the Oak Park Village Code to Delete the Permit Requirement for A-Frame Signs in the Public Way**

Overview: Village Code Chapter 7 “Buildings” Article 12 “Signs” currently require a permit for the placement of A-Frame Signs on the public way be secured. With the rise in pedestrian oriented development policies, the use of these signs has become commonplace within the Village’s pedestrian oriented business corridors such as the Greater Downtown Area. Recognizing the overall acceptance of A-Frame signage and a lack of complaints regarding their placement staff is recommending revising the ordinance to remove the permit requirement.

XV. Second Reading

XVI. Consent Agenda

- H. [ORD 16-095](#) **An Ordinance Amending Chapter 12 (“Housing”), Article 2 (“Residential Rental License”), Section 12-2-1 (“License Required”) And Chapter 13 (“Human Rights”) Of The Oak Park Village Code**

Overview: If adopted, the ordinance would amend the rental licensing and inspections ordinance adopted in July. The amendment would correct errors in the previously adopted ordinance pertaining to the rollout strategy and the provision governing the required value of a security deposit.

- I. [ORD 16-096](#) **An Ordinance Authorizing the Sale of a Surplus Vehicle Owned by the Village of Oak Park**

Overview: The Department of Public Works has a vehicle that can be sold as surplus. The vehicle will be sold at auction and if not sold at auction, then it will be disposed of as scrap.

- J.** [ORD 16-107](#) **An Ordinance Amending the Fiscal Year 2016 Annual Budget.**
Overview: New appropriations are recommended when a reasonable operational need exists but was not contemplated in the original budget document. The attached Ordinance contains budgets modifications which call for new funding as well as offsetting budget transfers from original adopted appropriations.
- K.** [ORD 16-111](#) **An Ordinance Approving a Fifth Amendment to the Lease Agreement between the Village of Oak Park and Robinson’s No. 1 Rib, Inc. and Authorizing its Execution**
Overview: The proposed Fifth Amendment will extend the current lease term of the Village’s tenant, Robinsons No. 1 Rib, Inc., to occupy the property located at 934-946 Madison Street through October 31, 2016.
- M.** [RES 16-288](#) **A Resolution Approving a Settlement Agreement in Cook County Circuit Court Case No. 2013 L 11761 and Authorizing its Execution**
Overview: It is requested that the Village Board approve a settlement agreement in Cook County Circuit Court Case No. 2013 L 11761 and authorize its execution.
- N.** [RES 16-289](#) **A Resolution Approving Settlement Agreements in Workers’ Compensation Case Nos. 14 WC 09436 and 12 WC 00008 and Authorizing their Execution**
Overview: It is requested that the Village Board approve settlement agreements in Workers’ Compensation Case Nos. 14 WC 09436 and 12 WC 00008 and authorize their execution.
- O.** [RES 16-290](#) **A Resolution Approving an Amendment to a Service Agreement between the Village of Oak Park and McAdam Landscaping, Inc. for FY 2016 Parkway Tree Watering in an Amount not to Exceed \$50,000.00 and Authorizing its Execution**
Overview: In March of 2016, the Village renewed an agreement with McAdam Landscaping, Inc. for the 2016 Parkway Tree Watering Program. It is proposed to increase the original “not to exceed” amount for the contract from \$35,000.00 to \$50,000.00. The 2016 growing season has been hot and dry. This will allow the contractor to continue to water newly planted trees through the fall.

- P. [RES 16-291](#) **A Resolution Approving an Amendment to a Professional Services Agreement with Altamanu, Inc. for Fiscal Year 2016 Landscape Consulting Services for an Amount not to Exceed \$30,000.00 and Authorizing its Execution**

Overview:

In January of 2016 the Village signed an agreement with Altamanu, Inc. for professional landscape consulting services. It is proposed to increase the original "not to exceed" amount for the contract from \$20,000.00 to \$30,000.00. The consultant is working on another project for the Village and the additional services will extend beyond the original intent of the agreement.

- Q. [RES 16-293](#) **A Resolution Approving an Amendment to a Purchase Price Agreement with HD Supply Waterworks Group, Inc. for Materials for Installation and Repair of Water Mains, Fire Hydrants, Water Services and Sewer Services in an Amount not to Exceed \$80,000.00 in Fiscal Year 2016 and Authorizing its Execution**

Overview:

In January of 2016, the Village entered into an agreement with HD Supply Waterworks Inc. for purchase of materials for Installation and Repair of Water Mains, Fire Hydrants, Water Services and Sewer Services for an amount not to exceed \$45,000.00. It is proposed to increase the original "not to exceed" amount for the contract from \$45,000.00 to \$80,000.00 to allow the low bid vendor to continue to supply materials for installations and repairs required by the Village.

- R. [RES 16-294](#) **A Resolution Awarding a Small Rental Property Rehabilitation Loan and Authorizing the Execution of a Loan Commitment and Agreement for the Property Located at 1110 South Austin Boulevard (SRP-031)**

Overview:

The purpose of the Small Rental Properties Rehabilitation Loan Program is to address deteriorated and blighted homes throughout the Village, to provide affordable rental housing, and to improve the energy efficiency of small rental properties. The eligible owner of this four unit property is requesting a forgivable rehabilitation loan of \$20,000 from the Village.

- S. [RES 16-298](#) **A Resolution Approving a Professional Services Agreement with Claassen, White & Associates, P.C. for Project 16-21, Establishment of Vertical Benchmark Monuments, in an Amount not to Exceed \$85,000.00 and Authorizing its Execution**

Overview:

The Engineering Division requested proposals for establishing benchmark monuments at various locations which are used as starting points for topographic surveys within the Village. Request for Proposal documents were sent to four qualified firms for this type of work, and the Village received a proposal back from each firm. The proposal from Claassen, White & Associates best fit the needs of the Village while at the most competitive price of \$48,400. Staff is recommending awarding the agreement at the full budgeted amount of \$85,000 in order to get additional benchmarks installed within the Village.

- U. [MOT 16-103](#) **Motion to Direct Staff to Submit an Application with the State of Illinois Department of Human Services for a Maternal and Infant Health Program Family Case Management Grant**

Overview:

The Health Department has provided Family Case Management Services since the program began 20+ years ago. The Health Department is recommending the Village Board approve this motion for the Health Department to apply for the Maternal and Infant Health Program's Family Case Management Grant, with a potential grant revenue of \$31,478 for the period of July 1, 2016 to June 30, 2017.

- V. [ID 16-242](#) **Update Report on IT Strategic Plan**

Overview:

A brief report on the status of the IT Strategic Plan activities. The Village Departments utilize the plan to establish priorities and appropriate resources.

- W. [MOT 16-102](#) **Motion to Approve the Bills in the Amount of \$4,006,935.16 from July 30, 2016 through September 1, 2016**

Overview:

Attached is the regular list of bills as paid through the Village's accounts payable (AP) system for the period beginning July 30, 2016 through September 1, 2016. This is the most current list available.

- X. [MOT 16-099](#) **A Motion to Approve the Monthly Treasurer's Reports for All Funds**

Overview:

The unaudited July 31, 2016 report is hereby presented pursuant to 65 ILCS 5/3.1-35-45 which requires the Treasurer to file a monthly report on the state of Village finances.

XVII. Regular Agenda

- L. [RES 16-262](#) **A Resolution Approving the Village of Oak Park's RainReady Grant Program in the Amount of \$13,000 for Fiscal Year 2016 and Authorizing the Execution of the Applicable Grant Agreements**

Overview:

Many homeowners in the Village experience sewer backups, water seepage, or flooding of their property during large rainstorms. The Village currently has a sewer backup grant program, capital improvement projects, and other initiatives to reduce sewer backups. A RainReady Grant Program will compliment these efforts and provide an opportunity for homeowners to construct flood mitigation measures on their private property such as rain gardens, bioswales, permeable pavements, etc., to help reduce the risk of sewer backups and mitigate water seepage and flooding issues. The Public Works Department worked with the Center for Neighborhood Technology (CNT) to develop the pilot grant program which would fund up to \$1,300 at a 50% cost share for approved projects.

- T. [MOT 16-101](#) **Motion to Direct Staff to Issue a Request for Proposals for the Purchase and Redevelopment of Village Owned Parking lots at 710-728 Madison Street Consistent with the Recommendations of the Oak Park Economic Development Corporation (Oak Park EDC)**

Overview:

The purpose of the Request for Proposals (RFP) is to solicit development interest in the purchase and redevelopment of the parking lots at 710-728 Madison Street.

- Y. [ORD 16-100](#) **Concur with the Zoning Board of Appeals' Recommendation and Adopt an Ordinance Amending Article 3 ("Zoning District Regulations"), Section 3.1 ("Summary Use Matrix") of the Village of Oak Park Zoning Ordinance by Adding Buildings Ancillary to Church, Mosque or Temple as a Permitted Use in the B1/B2 General Business District, and Amending Article 9 ("Definitions") of the Zoning Ordinance by adding a new Subsection 9.26 ("Buildings Ancillary to Church, Mosque or Temple")**

Overview:

Upon the Village Board's authority, the Zoning Board of Appeals has held a public hearing on the text amendment to the Zoning Ordinance for the purpose of allowing buildings ancillary to church, mosque or temple as a permitted use in the B1/B2 General Business.

- Z. [ORD 16-101](#) **Concur with the Zoning Board of Appeals' Recommendation and Adopt an Ordinance Granting a Special Use Permit to Operate a Health, Athletic, Recreation and Amusement Facility in the B-4 Downtown Business District at 1136 Lake Street**

Overview:

Section 3.1 (Summary Use Matrix) of the Zoning Ordinance of the Village of Oak Park, which relates to permitted uses within the Village of Oak Park, requires a special use permit to allow a health, athletic, recreation and amusement facilities in the B-4 Downtown Business District.

AA. [RES 16-292](#) A Resolution Authorizing the Submission of a Section 108 Loan Guarantee Program Application with the U.S. Department of Housing and Urban Development

Overview:

The draft Section 108 Loan Guarantee Program application for a business loan fund in the amount of \$3 million was previously approved by the Board and released for a 30 day public comment period, which has ended with no comments being received. The Board is now being asked to approve the final Section 108 Loan Guarantee Program application.

XVIII. Regular Agenda for Items Pursuant to Village Code Chapter 2 Alcoholic Liquor Dealers or Related (President Pro-Tem Salzman)

[ORD 16-102](#) An Ordinance Amending Chapter 3 ("Alcoholic Liquor Dealers"), Article 4 ("Term and Classification"), Section 3-4-2 ("Classification and Number of Liquor Licenses and Fees") and Section 3-8-2 ("Licensees by Name and Address Per License") of the Oak Park Village Code Regarding the Craft Brewery D-15 Liquor License Classification

Overview:

The Ordinance proposes an amendment to the Craft Brewery D-15 liquor license classification to extend the authorized hours of operation from 10 p.m. Monday through Sunday to 12:00 a.m. and amends the name of the D-15 liquor license holder as contained in the Village Code.

XIX. Call to Board and Clerk

XX. Adjourn