



# Village of Oak Park

123 Madison Street  
Oak Park, Illinois 60302  
[www.oak-park.us](http://www.oak-park.us)

## Meeting Agenda President and Board of Trustees

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Monday, October 16, 2023

7:00 PM

Village Hall

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### **A Regular Meeting will start at 7:00 p.m., to begin 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](mailto: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](mailto: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. Agenda Approval**

### **IV. Minutes**

- A. [MOT 23-98](#) Motion to Approve Minutes from the September 11, 2023 Special Meeting and September 14, 2023 Special 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. Proclamation

## VII. Village Manager Reports

- B. [ID 23-478](#) Review of the Village Board Meeting Calendar for October, November and December 2023

Overview:

Calendars are presented for the purpose of highlighting the Special Meeting topics. These topics are based on adopted Village Board Goals and/or prior Village Board direction.

## VIII. 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.*

## IX. 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 23-476](#) Board & Commission Vacancy Report for October 16, 2023.

## X. 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. [ID 23-479](#) Motion to Consent to the Village President's Appointment of:  
**Community Design Commission** - Daniel Meeker, Appoint as Member  
**Disability Access Commission** - John Tuhey, Appoint as Member  
**Housing Programs Advisory Committee** - Maggie Santos, Appoint as Member  
**Housing Programs Advisory Committee** - Ryan O'malley, Appoint as Member  
**Plan Commission** - Paul Beckwith, Reappoint as Member  
**Plan Commission** - Jon Hale, Reappoint as Member

## XI. Consent Agenda

- E. [MOT 23-88](#) **A Motion to Concur with the Transportation Commission's Recommendations for Traffic Calming on the 1100 Block of Home Avenue**
- Overview: At the September 12, 2023 Transportation Commission meeting, the Commission reviewed a traffic calming petition for the 1100 block of Home Avenue. The Commission recommended installing a paint and post chicane comprised of two 26-foot-long bump outs near the midpoint of the block. Pending Village Board approval, staff would include this work with the ongoing Resurfacing of Various Streets capital improvement project.
- F. [RES 23-302](#) **A Resolution Approving an Independent Contractor Agreement with Pavement Systems, Inc. for the 2023 Parking Lot Improvements Project in an Amount Not to Exceed \$146,799.00 and Authorizing Its Execution**
- Overview: A public bid opening was held on October 9, 2023 for this project with one (1) bid submitted by Pavement Systems, Inc. The bid is less than the budgeted amount for this project and is within 10% of the engineer's estimate and it is therefore recommended to award the Contract to the sole bidder, Pavement Systems, Inc. The proposed agreement provides for improvements to eleven (11) Village-owned surface parking lots throughout the community.
- G. [RES 23-289](#) **A Resolution Approving an Independent Contractor Agreement with J.L. Adler Roofing & Sheet Metal, Inc. for the South Fire Station Roof Replacement Project in an Amount Not to Exceed \$185,720.00 and Authorizing its Execution**
- Overview: Various sections of the roof and fascia areas at the South Fire Station need repair and/or replacement due to the age and deteriorating condition of the facility. Replacing the roof would be beneficial to the Village through improved appearance and condition of the roof and safety of building occupants.
- H. [RES 23-290](#) **A Resolution Authorizing the Purchase of a Brine Xtreme Maker and a Brine X Truck Fill Station from Henderson Products, Inc. through the Sourcewell Joint Purchasing Program in an Amount Not to Exceed \$115,000.00 and Waiving the Village's Bid Process for the Purchase**
- Overview: The Street Division of the Public Works Department is responsible for maintaining 200 lane miles of public streets during and after snow events. Staff is requesting authorization to purchase a salt brine maker and dispensing station to support the Village's snow mitigation program. This purchase will improve public safety by making roads more traversable during winter weather events and will also reduce the Village's use of rock salt.

I. [RES 23-310](#) **A Resolution Approving an Intergovernmental Mutual Aid Box Alarm System Master Agreement for Participation in the MABAS System and Authorizing Its Execution**

**Overview:**

The Oak Park Fire Department has been a member of MABAS for approximately 50 years and this is the first update to the agreement since 1988. The reason for the update is that MABAS now encompasses almost 2,200 jurisdictions from Illinois, Wisconsin, Indiana, and Iowa, so the agreement must address mutual-aid assets that may require crossing state lines.

J. [RES 23-292](#) **A Resolution Approving an Independent Contractor Agreement with A & B Landscaping & Tree Service, Inc. for Snow Plowing and Salting of Village Leased/Owned Parking Lots and Sidewalk Snow Shoveling for Fiscal Year 2024 in an Amount Not to Exceed \$75,000.00 and Authorizing Its Execution**

**Overview:**

The proposed agreement provides for snow and ice removal for a portion of the Village's surface parking lots as well as the Village's Sidewalk Snow Removal Assistance Program. Another proposed agreement, contained in a separate agenda item, will provide for snow and ice removal for the remainder of the Village's parking system.

K. [RES 23-293](#) **A Resolution Approving an Independent Contractor Agreement with G. A. Paving, LLC for Snow Plowing and Salting of Village Leased/Owned Parking Lots for Fiscal Year 2024 in an Amount Not to Exceed \$75,000.00 and Authorizing Its Execution**

**Overview:**

The proposed agreement provides for snow and ice removal for a portion of the Village's surface parking lots. Another proposed agreement, contained in a separate agenda item, will provide for snow and ice removal for the remainder of the Village's parking system as well as the Sidewalk Snow Removal Assistance Program.

L. [RES 23-295](#) **A Resolution Approving the Renewal of a Professional Services Agreement with Securitas Security Services USA, Inc. in an Amount Not to Exceed \$819,000.00 for Security and Support Staff Services at Village Parking Structures and in an Amount Not to Exceed \$78,000.00 for Security and Support Staff Services Provided at Village Hall from November 1, 2023 through December 31, 2024 and Authorizing Its Execution**

**Overview:**

The Village contracts for security and customer support staff services at Village-owned parking garages 24-hours per day, 365 days a year. Additionally, when necessary, this contracted staff is utilized for meetings held after business hours at Village Hall, including Village Board and Commission meetings, Administrative Adjudication hearings, and early voting.

- M.     [RES 23-291](#)     A Resolution Approving a Contract with Marking Specialists Corporation for Project 23-15, Bike Boulevard Pavement Marking and Signage Improvements, in an Amount Not to Exceed \$135,548 and Authorizing its Execution**

**Overview:**

Competitive bids were opened on September 28, 2023 for the Bike Boulevard Pavement Marking and Signage Improvements Project. The only bid submitted was by Marking Specialists Corporation in an amount of \$135,548 which represents a competitive bid and is close to the estimated cost for this project. The project includes pavement markings and signage to create a bike boulevard which prioritizes bicycling, slows traffic, and improves pedestrian safety. The streets being improved are on Erie Street from Kenilworth Avenue to Scoville Avenue and on portions of Scoville Avenue from South Boulevard to Erie Street.

- N.     [RES 23-296](#)     A Resolution Approving an Amendment to the Independent Contractor Agreement with Oak Brook Mechanical Services, Inc. to Provide Emergency Mechanical System Repair and Maintenance Services at Village Owned Buildings to Change the Not to Exceed Amount From \$15,000.00 to \$35,000.00, Authorizing its Execution and Directing Staff to Prepare the Necessary Budget Amendment**

**Overview:**

Oak Brook Mechanical Services, Inc. (OMS) is one of the Village's mechanical contractors providing emergency HVAC repair services. An Amendment to the existing Independent Contractor Agreement with OMS is required to provide for additional funding for unforeseen necessary emergency repairs at the Public Works Center and the main Fire Station.

**Recommendation**

- O.     [RES 23-297](#)     A Resolution Authorizing the Execution of a Settlement Agreement in Workers' Compensation Case Number 2023 WC 01442**

**Overview:**

It is requested that the Village Board authorize the execution of a settlement agreement in Workers' Compensation Case Number 2023 WC 01442.

- P.     [ORD 23-92](#)     An Ordinance Authorizing the Sale of Surplus Vehicles and Equipment Owned by the Village of Oak Park**

**Overview**

**Overview:**

Various departments have vehicles and equipment that can be disposed of as they are no longer useful to the Village. The vehicles and equipment will be reassigned, sold at auction, traded in, consigned, or disposed of as scrap.

- Q.     [ORD 23-93](#)**     **Concur with the Plan Commission and Adopt an Ordinance Amending Article 2 (“Definitions & Rules of Measurement”), Article 8 (“Uses”) and Article 10 (“Off- Street Parking & Loading”) of the Oak Park Zoning Ordinance regarding Electric Vehicle Charging Station Regulations**
- Overview:**     The Village of Oak Park participated in an Electric Vehicle (EV) consort initiated by the Metropolitan Mayors Caucus (MMC). The proposed text amendment is a product of the many meetings held with MMC and is in line with the Village Board’s Sustainability Goals. Staff supports the Plan Commission’s unanimous Recommendation. The proposed Zoning Ordinance text amendment will provided an opportunity for electric charging stations to service electric vehicles within the village thereby potentially reducing greenhouse gas pollutants through a reduction in fossil fuel emissions.
- R.     [RES 23-299](#)**     **A Resolution Approving an Amendment to the Contractor Services Agreement with ADO Professional Solutions, Inc., DBA Lee Hecht Harrison Recruitment Solutions, to Change the Not to Exceed Amount from \$10,000.00 to \$60,000.00, and to Extend the Agreement to January 19, 2024 and Authorizing its Execution**
- Overview:**     The Village currently uses a temporary services agency to provide lobby desk coverage at Village Hall. 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 temporary employee to remain with the Village through January 2024 until a permanent AVM/Neighborhood Services Director can be hired and make the selection for the permanent Welcome Center Coordinator.
- S.     [RES 23-300](#)**     **A Resolution Approving an Amendment to Section VII (“Leave of Absences”) of the Village of Oak Park Personnel Manual to Adopt a New Military Leave Policy**
- Overview:**     The Village of Oak Park Personnel Manual includes personnel policies that set expectations for employee and management responsibilities, ensure employees are treated in a consistent manner, inform employees of their rights and benefits, and comply with State and Federal rules and regulations. Staff regularly reviews the Personnel Manual and make periodic updates to ensure the Village compiles with applicable laws and that the policy manual is consistent with the Village’s authorized budget. Staff have made recommendations to the Village’s Leaves of Absences policy to revise the Military Leave provisions in compliance with state and federal law.
- T.     [MOT 23-91](#)**     **A Motion to Approve the Bills in the Amount of \$11,593,089.49 from August 25, 2023, through September 29, 2023**
- Overview:**     Attached is the regular list of bills paid through the Village’s accounts payable system for the period beginning August 25, 2023, through September 29, 2023. Also attached is the August 2023 payroll summary report.

- U. [MOT 23-93](#) **A Motion to Approve the August 2023 Monthly Treasurer's Report for All Funds**
- Overview: The unaudited August 31, 2023, report is hereby presented pursuant to 65 ILCS 5/3.1-35-45, summarizing the Village's cash and investment balances.
- V. [RES 23-303](#) **A Resolution Approving the 2024 Employee Health, Dental, Vision, Life, Accidental Death and Dismemberment, Accident, and Critical Illness Insurance Providers' Plan Designs and Premiums and Authorizing Their Execution**
- Overview: This is an annual agenda item to approve various contract providers for the 2024 Employee Health, Dental, Vision, Life and Accidental Death and Dismemberment Insurance, Voluntary Worksite Benefits (Critical Illness and Accident) and Excess Loss administration with Blue Cross Blue Shield.

## XII. Regular Agenda

- W. [ID 23-439](#) **An Overview by Metropolitan Mayors Caucus regarding Housing-Related Data Collected during Phase I of the Comprehensive Housing Study Update to the Homes for a Changing Region Report**
- Overview: At the Village Board meeting on February 6, 2023, the Village Board approved a Professional Services Agreement between the Village of Oak Park and the Metropolitan Mayors Caucus (MMC) to conduct a Comprehensive Housing Study update to the Homes for a Changing Region Report originally adopted by the Village on April 2, 2012. MMC will provide the Village Board with a status report on Phase I of the update project.
- X. [RES 23-270](#) **A Resolution Approving an Independent Contractor Agreement with Simple Recycling Illinois for the Implementation of a Residential Textile Recycling Pickup Program and Authorizing its Execution**
- Overview: Due to increased community interest in textile recycling has been increasing over time, staff from the Village's Environmental Services Division researched options to implement a Residential Textile Recycling Pickup Program. The Village's contracted residential waste hauler does not currently provide textile recycling services; therefore, an additional contractor is required to implement the program. The proposed program is similar in structure to the Village's existing E-Waste and Household Hazardous Waste (HHW) Pickup Programs and will allow residents to increase diversion of their solid waste from the landfill at no cost to the Village.

- Y.     [RES 23-285](#)     **A Resolution Approving an Amendment to an Independent Contractor Agreement with South West Industries, Inc. d/b/a Anderson Elevator Co. to Provide Elevator Maintenance and Repair Services to Increase the Not to Exceed Amount for FY 2023 from \$39,000.00 to \$50,020.00 to Provide for Mandatory Inspection and Testing Services**

Overview:

This amendment provides for an increased not to exceed agreement amount with Anderson Elevator to pay for fees resulting from the required Category 1 testing and Fire Alarm Initiating Devices (FAID) testing for this year for elevators located in the Village's parking structures.

- Z.     [ORD 23-95](#)     **An Ordinance Amending the Fiscal Year 2023 Annual Budget**

Overview:

An Ordinance is hereby presented to modify selected appropriations in the FY23 Adopted Budget. On a continual basis, staff evaluates both revenues and expenditures. However, in most cases only expenditure overages to budget require an amendment.

- AA.   [MOT 23-99](#)     **A Motion to Adopt the Five-Year Capital Improvement Plan (CIP) for FY 2024-2028 as Reviewed and Discussed by the Village Board's Finance Committee on September 11, 2023 and September 26, 2023**

Overview:

As part of the budget process, the Finance Committee reviewed the recommended five-year Capital Improvement Plan (CIP) on September 11th and September 26th. Once adopted by the Board, only the first year of the plan will be legally appropriated as part of the FY 24 operating budget.

### **XIII. Call to Board and Clerk**

### **XIV. Adjourn**