



Village of Oak Park

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

Meeting Agenda President and Board of Trustees

Monday, February 6, 2023

6:30 PM

Village Hall

Regular Meeting will start at 6:30 p.m., in Council Chambers (Room 201). The Village Board is expected to adjourn immediately into Executive Session and reconvene the Regular Meeting at 7:00 p.m. in Council Chambers.

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 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 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. Consideration of Motion to Adjourn to Executive Session to Discuss 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. [ID 23-107](#) **Motion to Approve Minutes from Regular Meeting of November 7, 2022 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. Proclamation

- B. [MOT 23-16](#) **A Motion to Approve a Proclamation for Proclaiming February 2023 as Black History Month.**

Overview:

This is a motion to approve Village President Scaman proclaiming February as Black History Month.

- C. [MOT 23-17](#) **A Motion to Approve a Proclamation Proclaiming February 6, 2023 as National Gun Violence Survivors Week.**

Overview:

This is a motion to approve Village President Scaman proclaiming the week of February 6th as National Gun Violence Survivors Week.

XI. Village Manager Reports

- D. [ID 23-106](#) **Review of the Revised Village Board Meeting Calendars for February, March and April 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.

XII. 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.

XIII. 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.

- E. [ID 23-111](#) **Board & Commission Vacancy Report for February 6, 2023.**

XIV. 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.

XV. Consent Agenda

- F. [RES 23-44](#) **A Resolution Approving a Parking Lot License Agreement with 840 Oak Park, LLC for a One-Year Term with Two Optional One-Year Renewal Terms and Authorizing Its Execution**

Overview:

The Village historically enters into License Agreements with entities in order to provide parking in areas where municipal-owned parking options are limited or unavailable and demand for parking exists. This agreement would continue the Village's ability to administer overnight parking permits within Lot 11, located on privately-owned property at 726 Wesley Avenue.

- G. [RES 23-47](#) **A Resolution Approving a Lease Agreement with Zoll Medical Corporation for Eight (8) Cardiac Monitors for Ten (10) years in an Amount Not to Exceed \$661,516.40, Authorizing Its Execution and Waiving the Village's Bid Process for the Agreement**

Overview:

The Lease Agreement will allow for the replacement of the previous trade-in program initiated 7 (seven) years ago to provide all Village's Fire Department Advanced Life Support (ALS) vehicles with identical Advanced Life Support Zoll X Series monitors. The lease of these eight (8) monitors will allow the Village to discontinue the replacement program and implement updated equipment at regular intervals while protecting the Village from regular price fluctuation of monitors and failed parts. This lease agreement also provides regular training from manufacturer-employed representatives, covers the replacement of standard parts, and annual preventative maintenance/cleaning services. Regular replacement, training, parts replacement, and maintenance ensure all Fire Department members are trained on all applicable features and maximized to provide the highest level of emergency care possible.

- H. [RES 23-48](#) **A Resolution Approving the Renewal of the Independent Contractor Agreement with CityEscape Garden & Design LLC for Village Wide Container Seasonal Display and Maintenance Services in an Amount Not to Exceed \$111,000.00 and Authorizing its Execution**

Overview:

This agenda item is for the Container Seasonal Display and Maintenance Services for 2023. It is proposed to renew the existing agreement with CityEscape Garden & Design LLC, of Chicago, IL. This is the second of two annual renewals included in the original agreement. The Village contracts for the installation and maintenance of plant material in approximately 530 containers across multiple business districts.

- I. [RES 23-49](#) **A Resolution Approving an Independent Contractor Agreement with CityEscape Garden & Design LLC for Village Wide Landscape Maintenance Services in an Amount Not to Exceed \$208,000.00 for a One-Year Term with an Option to Renew for Two Additional One-Year Terms and Authorizing its Execution**

Overview:

In October of 2022 Village staff requested bids for two separate landscaping contracts under a "Comprehensive Landscaping Bid". Both of the contracts, Regular Landscape Maintenance and Business District Landscape Maintenance programs for 2023 are proposed to be combined and awarded to the low responsive bidder for both, CityEscape Garden & Design LLC.

- J. [RES 23-50](#) **A Resolution Approving a Professional Services Agreement with Health Inspection Professionals, Inc. for a Six-Month Term in an Amount Not to Exceed \$48,000 and Authorizing its Execution**

Overview:

The Village intends to have the Contractor provide support to our Environmental Health Practitioner in conducting food establishment inspection services and commercial plan reviews of food service establishments for the Village's Health Department pursuant to this Agreement through June 30th, 2023.

- K. [RES 23-53](#) **A Resolution Approving a Reimbursement Agreement with Harlem Lake Marion Corporation d/b/a Downtown Oak Park for Landscape Maintenance Services in the Downtown Oak Park Business District in 2023 in an Amount Not to Exceed \$35,626.00 and Authorizing its Execution**

Overview:

Downtown Oak Park (DTOP) has requested to install a planter design that exceeds our normal scope in the in-ground planter areas and the above-ground movable containers in their district. The Village has agreed in the past to reimburse DTOP for landscape services within their business district to the extent of the Village's normal cost and scope. DTOP pays the balance and is responsible for the landscape maintenance.

- L. [RES 23-54](#) **A Resolution Approving an Independent Contractor Agreement with D Kersey Construction Co. for the Public Works Center Wash Bay Drainage Improvements Project in an Amount Not to Exceed \$141,120.00 and Authorizing its Execution**

Overview:

The existing wash bay plumbing system at the Public Works Center requires replacement in order to mitigate frequent flooding and floor drain blockage. The wash bay is used daily to clean Public Works vehicles and equipment. The current plumbing is insufficient and needs improvement.

- M. [RES 23-59](#) **A Resolution Approving a GIS Consortium Service Provider Contract with Municipal GIS Partners, Incorporated in an Amount Not to Exceed \$133,515.00 and Authorizing its Execution**

Overview:

On August 4, 2014, Regular Meeting, the Village Board directed staff to join the Local GIS Consortium. This was an opportunity for the Village to greatly improve GIS capabilities by providing all Village employees with training and access to GIS, as well as, providing an opportunity for some public access to GIS information. As a result, this is the annual contract approval to provide GIS services to the Village using the shared resources of 41 communities. A list of specific project highlights in 2022, as well as goals for 2023, are attached to this item.

- N. [RES 23-61](#) **A Resolution Approving a Three-Year Master Professional Engineering Services Agreement with Cordogan Clark & Associates, Inc. with an Option to Renew the Agreement for up to Two Additional One-Year Periods and Authorizing its Execution**

Overview:

In December of 2022, the Building Maintenance Division issued a Request for Qualifications for various professional architectural and engineering services needed in 2023 and subsequent years for Building Improvement Fund projects. The three most qualified firms from this recent RFQ process have been identified and staff recommends entering into Master Agreements with each of these firms. Future professional architectural and engineering services for the next three years will be administered using a task order system to these three firms for the majority of typical projects which will eliminate the need for requesting qualifications and proposals for each engineering project, saving staff time and resources in procuring these services.

- O. [RES 23-62](#) **A Resolution Approving a Three-Year Master Agreement with Kluber, Inc. for Professional Architectural and Engineering Services with an Option to Renew the Agreement for up to Two Additional One Year Periods and Authorizing its Execution**
- Overview:** In December of 2022, the Building Maintenance Division issued a Request for Qualifications for various professional architectural and engineering services needed in 2023 and subsequent years for Building Improvement Fund projects. The three most qualified firms from this recent RFQ process have been identified and staff recommends entering into Master Agreements with each of these firms. Future professional architectural and engineering services for the next three years will be administered using a task order system to these three firms for the majority of typical projects which will eliminate the need for requesting qualifications and proposals for each engineering project, saving staff time and resources in procuring these services.
- P. [RES 23-63](#) **A Resolution Approving a Three-Year Master Agreement with Studio GC, Inc. for Professional Architectural and Engineering Services with an Option to Renew the Agreement for up to Two Additional One Year Periods and Authorizing its Execution**
- Overview:** In December of 2022, the Building Maintenance Division issued a Request for Qualifications for various professional architectural and engineering services needed in 2023 and subsequent years for Building Improvement Fund projects. The three most qualified firms from this recent RFQ process have been identified and staff recommends entering into Master Agreements with each of these firms. Future professional architectural and engineering services for the next three years will be administered using a task order system to these three firms for the majority of typical projects which will eliminate the need for requesting qualifications and proposals for each engineering project, saving staff time and resources in procuring these services.
- Q. [RES 23-64](#) **A Resolution Approving a Purchase Price Agreement with PJD Electric Sales, Inc. for Street Light and Traffic Control Materials in Fiscal Year 2023 in an Amount Not to Exceed \$40,000.00 and Authorizing its Execution**
- Overview:** The Street Lighting Division of the Public Works Department is responsible for maintaining and repairing the street light and traffic control systems in the Village. The department annually seeks competitive bids for street light and traffic control parts and materials.
- R. [RES 23-65](#) **A Resolution Approving and Adopting the 2023 Special Event Fees**
- Overview:** Pursuant to the Village Code, the Village Board reviews the Special Event fees each year. Fees are updated based on wage changes as provided in applicable collective bargaining agreements or as directed by the Village Board via the annual budget process.

- S.** [RES 23-67](#) **A Resolution Approving Amendments to Section VII (“Leaves of Absences”), Appendix I (“Job Class and FLSA Status”) and Appendix VII (“Appointee Pay Plan Schedule”) of the Village of Oak Park Personnel Manual**
- 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 review the Personnel Manual and make periodic updates to ensure the Village complies with applicable laws and that the policy manual is consistently with the Village’s authorized budget. Staff have made recommendations to update the Village’s Leaves of Absences policy to include Family Bereavement Leave Act provisions which went into effect in the state of Illinois on January 1, 2023. Additionally, Appendices I and VII have been updated to reflect changes to authorized positions in FY23.
- T.** [RES 23-68](#) **A Resolution Approving a Purchase Price Agreement with Equipment Management, Co. to Purchase Genesis Electric Extrication Tools in an Amount Not to Exceed \$38,000, Authorizing its Execution and Waiving the Village’s Bid Process for the Agreement.**
- Overview:** This expenditure replaces older extrication tools requiring a gas generator and hydraulic hoses. The new equipment is battery-powered, saving time and ease of deployment. However, this equipment is proprietary and considered a sole source. Therefore, staff recommends waiving the Village’s bid process to use Genesis as the sole provider.
- U.** [RES 23-85](#) **A Resolution Approving a Professional Services Agreement with Technical Design Services, Inc. to Design the Village’s Audiovisual Technology Systems within Existing Public Meeting Spaces in an Amount Not To Exceed \$48,505, Authorizing its Execution and Waiving the Village’s Bid Process for the Agreement**
- Overview:** Technical Design Services, Inc. (TDSi) will produce a design document package that will allow the Village to issue an RFP to contractors/vendors of its choosing. The package produced by TDSi will contain design documents that will bring the Village’s conference rooms and meeting spaces up to ‘state-of-art’ in audiovisual presentation and collaboration technology. The spaces within Village Hall to be included in the design effort have been identified to be defined as: Council Chambers (201), Conference Rooms 101, 102, 124, 130, 215, and the Video Production Room (226).

- V. [ORD 23-16](#) **An Ordinance Approving the Renewal of the Lease with Greenplan Management, Inc. for the Property Located at 618 South Austin Boulevard for a Two-Year Term and Authorizing its Execution**
- Overview:** The property located at 618 S. Austin Boulevard serves as a Police Department substation. The current lease agreement expires on December 31, 2022. The proposed two-year renewal will begin on January 1, 2023 and end on December 31, 2024.

XVI. Regular Agenda

- W. [ID 23-101](#) **Presentation by the Oak Park Climate Action Network (OPCAN) Regarding the Village's Adopted Climate Ready Oak Park (CROP) Plan**
- Overview:** Per a request from Trustee Taglia and seconded by Trustee Robinson, and Trustee Parakkat, a presentation will be given regarding the Village's Climate Ready Oak Park (CROP) Plan.
- X. [ORD 23-18](#) **An Ordinance Amending Chapter 7 ("Buildings") of the Oak Park Village Code By Adding a New Article 15 ("Energy and Water Benchmarking")**
- Overview:** An ordinance to amend the Village Code to include provisions for energy and water benchmarking at large existing buildings.
- Y. [RES 23-1](#) **A Resolution Approving a Professional Services Agreement with the Metropolitan Mayors Caucus to Provide a Comprehensive Housing Study and an Update to the Homes for a Changing Region Report Adopted by the Village Board on April 2, 2012 as Part of the Study in an Amount Not to Exceed \$75,000 and Authorizing its Execution**
- Overview:** The Homes for a Changing Region Report was adopted by the Village Board on April 2, 2012. The housing data contained in the Report requires updating to current conditions. The Metropolitan Mayors Caucus, which assisted with the 2012 report, will support this effort to develop a comprehensive housing study for the Village.
- Z. [ORD 23-13](#) **Concur with the Plan Commission's Recommendation and Adopt an Ordinance Granting Major Modifications to the Planned Development Approved Pursuant to Ordinance Number 18-386 for the Properties Located at 6500-6538 Roosevelt Road (*)**
- Overview:** The Applicants and Owners, Berwyn Properties, LLC & Dei Cugini, LLC, are seeking approval to expand their existing parking lot further west.

AA. [RES 23-60](#) A Resolution Approving a Funding Grant Agreement Between the Village of Oak Park and the Park District of Oak Park in an Amount Not to Exceed \$1,000,000 and Authorizing its Execution

Overview:

The Village Board previously approved a \$1,000,000 Funding Grant Agreement for the Park District of Oak Park pursuant to Resolution 22-83 adopted by the Board on April 11, 2022.

It was the understanding at the time that it was the intent of the Park District to request an additional funding amount for a second distribution of ARPA funds of \$1,000,000 in 2023, thus bringing the total ARPA funding request from the park district to \$2,000,000.

XVII. Call to Board and Clerk

XVIII. Adjourn