



Village of Oak Park

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

Meeting Agenda President and Board of Trustees

Monday, June 5, 2023

7:00 PM

Village Hall

Regular Meeting at 7:00 p.m., 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 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. Agenda Approval

IV. Minutes

- A. [ID 23-283](#) **Motion to Approve Minutes from Special Meeting of May 8, 2023 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

- B. [MOT 23-64](#) **A Motion to Approve a Proclamation for Proclaiming June 2, 2023 as National Gun Violence Awareness Day.**

Overview:

This is a motion to approve Village President Scaman proclaiming June 2nd as National Gun Violence Awareness Day.

- C. [MOT 23-65](#) **A Motion to Approve a Proclamation for Proclaiming June 2023 as Lesbian, Gay, Bisexual, Transgender, Queer, Plus (LGBTQ+) Month.**

Overview:

This is a motion to approve Village President Scaman proclaiming June 2023 as Lesbian, Gay, bisexual, Transgender, Queer, Plus (LGBTQ+) Month.

VII. Village Manager Reports

- D. [ID 23-276](#) **Updated Village Board Meeting Calendars for June, July and August 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 & 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.

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.

- E. [ID 23-284](#) **Board & Commission Vacancy Report for June 5, 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.

XI. Consent Agenda

- F. [RES 23-55](#) **A Resolution Approving a Professional Services Agreement with Securance LLC to Conduct a Cyber Security Assessment in an Amount Not to Exceed \$53,816 and Authorizing its Execution**

Overview:

It is requested that the Village Board authorize and approve the execution of the Professional Services Agreement with Securance LLC to conduct a cyber security assessment.

- G. [RES 23-175](#) **A Resolution Approving an Amendment to the Independent Contractor Agreement With D. Kersey Construction Co. for the Public Works Center Wash Bay Drainage Improvements Project to Change the Not to Exceed Amount from \$141,120.00 to \$199,625.00 and Authorizing Its Execution**

Overview:

At the February 6, 2023, Village Board meeting, the Board approved an Independent Contractor Agreement with D. Kersey Construction Co. for the Public Works Center Wash Bay Drainage Improvements Project. Some unforeseen conditions were discovered during the demolition resulting in the need for some change orders and an amendment to the Agreement.

- H. [RES 23-179](#) **A Resolution Authorizing the Submission of a Bulletproof Vest Partnership (BVP) Grant Application with the United States Department of Justice with an Anticipated Funding Amount of \$3,850**

Overview:

This resolution authorizes staff to submit an application for the BVP that provides funding for the purchase of Police Officer vests.

- I. [RES 23-181](#) **A Resolution Approving an Amendment to the Subrecipient Grant Agreement Between the Village of Oak Park and Sarah's Inn and Authorizing its Execution.**

Overview:

On September 19, 2022, the Village approved a motion to allocate \$12,000 in CDBG funds for Sarah's Inn for PY2022. Sarah's Inn is requesting an amendment to the scope of work.

- J. [RES 23-185](#) **A Resolution Approving an Independent Contractor Agreement with Total Parking Solutions, Inc. for the Purchase and Installation of Twenty-Eight (28) Cale Paystations and Associated Work as a Sole Source Preferred Vendor in an Amount Not to Exceed \$262,220.00, Authorizing its Execution and Waiving the Village's Bid Process.**

Overview:

The Contractor, Total Parking Solutions, Inc., shall provide twenty-eight (28) Cale paystations inclusive of installation and pouring of concrete pads where necessary, one year of Weboffice (back-office software), and one year of service and maintenance coverage. This agreement will continue the Village's plan to convert legacy coin-operated parking meters to pay stations. In 2017, this vendor participated in a bid process as part of a paystation pilot program. Since that time, Total Parking Solution was the selected vendor for installing all parking paystations. Staff recommends continuing with Total Parking Solutions for consistency in the technology.

- K. [RES 23-186](#) A Resolution Approving a Schedule Modification and Amendment to the Armored Car Services with Davis Bancorp Incorporated to Increase the Not to Exceed Amount from \$22,224 to \$26,500 for Fiscal Year 2023 for Additional Services and Authorizing its Execution**

Overview:

In June 2017, the Board approved and staff executed an Agreement with Davis Bancorp to provide armored car services for depositing parking meter coin deposits at Forest Park National Bank. Staff recommends expanding the services of Davis to pick up and deliver for deposit both cash and coins to a new Huntington “cash vault” account. Expanding the service would eliminate the need for a sworn Oak Park police officer to take the Village’s cash deposits to the local Huntington Bank branch two to three times per week, thus freeing up officer time in an already short-staffed police department.

- L. [RES 23-189](#) A Resolution Authorizing the Purchase of One 2023 Nissan Leaf S Vehicle from Star Nissan of Niles, Illinois, in an Amount Not to Exceed \$23,970.26 and Waiving the Village’s Bid Process for the Purchase**

Overview:

The Fiscal Year 2022/2023 Fleet Replacement Fund included the replacement of six (6) Administration vehicles, which were replaced with six (6) 2023 Nissan Leaf S Vehicles. Nissan contacted the Village with the opportunity to purchase three (3) more Leaf S Vehicles from surrounding dealers, with the Nissan Fleet rebate of \$5400 per vehicle. On January 1 2023 the Village also became eligible for the Commercial Clean Vehicle Credit. This qualifies businesses and tax-exempt organizations for up to a \$7500 rebate per qualified vehicle. This will bring the average price of the Leaf S to \$16,500.00. The Leaf purchases will displace some of the last few ICE (Internal Combustion Engine) vehicles in our Admin Fleet.

On May 04, 2023, the Village Manager authorized the purchase of these vehicles pursuant to Section 2-6-10 of the Oak Park Village Code which allows for purchases “without formal advertising with the approval of the Village Manager, when it is in the best interest of the Village and when it is impractical to convene a meeting of the Board of Trustees.”

- M. [RES 23-198](#) A Resolution Authorizing the Purchase of three 2023 Ford F550 Super Duty Trucks with Upfits and Plows from Lindco Equipment Sales, a division of Viking-Cives of Merrillville, Indiana through the Sourcewell Joint Purchasing Program in an Amount Not to Exceed \$313,636.00 and Waiving the Village’s Bid Process for the Purchase**

Overview:

The Fiscal Year 2023 Fleet Replacement Fund and Water and Sewer Vehicle Replacement Fund includes the replacement of three (3) Ford Super Duty trucks to be replaced with three (3) 2023 Ford F550 Super Duty trucks with upfits and plows. This purchase will be made through the Sourcewell Joint Purchasing Program, an opportunity for governments to leverage and pool resources for better pricing.

- N. [RES 23-190](#) A Resolution Authorizing the Purchase of One 2023 Nissan Leaf S Vehicle from Four Keys LLC, d/b/a Rosen Nissan & Kia of Milwaukee, Wisconsin in an Amount Not to Exceed \$24,089.00 and Waiving the Village's Bid Process for the Purchase**

Overview:

The Fiscal Year 2022/2023 Fleet Replacement Fund included the replacement of six (6) Administration vehicles, which were replaced with six (6) 2023 Nissan Leaf S Vehicles. Nissan contacted the Village with the opportunity to purchase three (3) more Leaf S Vehicles from surrounding dealers, with the Nissan Fleet rebate of \$5400 per vehicle. On January 1 2023 the Village also became eligible for the Commercial Clean Vehicle Credit. This qualifies businesses and tax-exempt organizations for up to a \$7,500 rebate per qualified vehicle. This will bring the average price of the Leaf S to \$16,500.00. The Leaf purchases will displace some of the last few ICE (Internal Combustion Engine) vehicles in our Admin Fleet.

On May 04, 2023, the Village Manager authorized the purchase of these vehicles pursuant to Section 2-6-10 of the Oak Park Village Code which allows for purchases "without formal advertising with the approval of the Village Manager, when it is in the best interest of the Village and when it is impractical to convene a meeting of the Board of Trustees."

- O. [RES 23-191](#) A Resolution Authorizing the Purchase of One 2023 Nissan Leaf S Vehicle from Zeigler Nissan of Gurnee, Illinois in an Amount Not to Exceed \$24,190.26 and Waiving the Village's Bid Process for the Purchase**

Overview:

The Fiscal Year 2022/2023 Fleet Replacement Fund included the replacement of six (6) Administration vehicles, which were replaced with six (6) 2023 Nissan Leaf S Vehicles. Nissan contacted the Village with the opportunity to purchase three (3) more Leaf S Vehicles from surrounding dealers, with the Nissan Fleet rebate of \$5400 per vehicle. On January 1 2023 the Village also became eligible for the Commercial Clean Vehicle Credit. This qualifies businesses and tax-exempt organizations for up to a \$7500 rebate per qualified vehicle. This will bring the average price of the Leaf S to \$16,500.00. The Leaf purchases will displace some of the last few ICE (Internal Combustion Engine) vehicles in our Admin Fleet.

On May 04, 2023, the Village Manager authorized the purchase of these vehicles pursuant to Section 2-6-10 of the Oak Park Village Code which allows for purchases "without formal advertising with the approval of the Village Manager, when it is in the best interest of the Village and when it is impractical to convene a meeting of the Board of Trustees."

- P. [RES 23-192](#) **A Resolution Approving the Purchase of one 2023 Ford Utility Hybrid Police Interceptor Vehicle with Police Package, from Currie Motors of Frankfort, Illinois in an Amount Not to Exceed \$42,749.00 Waiving the Village's Bid Process for the Purchase**

Overview:

The FY2023 Fleet Replacement Fund includes the replacement of six marked frontline Police vehicles. These vehicles were planned to be replaced with six 2023 Ford Utility Hybrid Police Interceptor vehicles with the Police Package. In 2022 six marked frontline Police vehicles were scheduled to be purchased through the Suburban Purchasing Cooperative (SPC) through Currie Motors of Frankfort, Illinois, but were canceled by the manufacturer. The order was immediately resubmitted for 2023 units to receive the best chance of having our order fulfilled. Five of the six have been manufactured and delivered. The production outlook of the sixth one is unknown at this time.

One unmarked Ford Utility Hybrid Police Interceptor has become available from Currie Motors. This unit will be assigned to the highest user, giving us the best return on investment. This purchase will also allow us to remove one of our older, less efficient unmarked units, continuing our efforts to green our fleet.

On May 11, 2023, the Village Manager authorized the purchase of this vehicle pursuant to Section 2-6-10 of the Oak Park Village Code which allows for purchases "without formal advertising with the approval of the Village Manager, when it is in the best interest of the Village and when it is impractical to convene a meeting of the Board of Trustees."

- Q. [RES 23-193](#) **A Resolution Approving a Professional Services Agreement with M.E. Simpson Company, Inc. for the 2023 Water System Support Services Program in an Amount Not to Exceed \$54,475.00 and Authorizing its Execution**

Overview:

The Public Works Department solicited proposals from qualified firms to provide technical support services for the Village's Water Distribution System including Large Water Meter Testing and Acoustic Leak Survey. M.E. Simpson, Inc. provided a proposal that meets the Village's needs. The Large Water Meter Testing portion will test the accuracy of water meters for large water users and the acoustic leak survey will search for leaks in the distribution system.

- R. [RES 23-195](#) **A Resolution Approving an Amendment to the Task Order for Design and Construction Management of the Public Works Wash Bay Improvement Project to Change the Not to Exceed Amount from \$19,500 to \$47,500 and Authorizing its Execution**

Overview:

In 2022 the Village approved a Task Order with TranSystems Corporation for the design and construction management of the Public Work's Wash Bay Improvement Project. During the construction of the project differing site conditions were encountered primarily related to intermediate slab slopes and an existing waterproofing membrane that were not identified on the existing as-built plans for the building. These new conditions required additional hours for redesigning the project and working with the contractor on solutions. In addition to these changes during construction, TranSystems required additional hours beyond the original scope during the design due to changes in the building's plumbing that were also not shown on the as-built plans. All these changes amount to \$28,000 and adjust the contract amount from \$19,500 to \$47,500. There are available funds in the FY23 Budget to cover these additional costs.

- S. [RES 23-200](#) **A Resolution Approving Amendments to 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 consistent with the Village's authorized budget. Appendices I and VII have been updated to reflect changes to authorized positions and classifications in FY23 following the Board's adopted motions 23-55 and 23-56 at the May 22, 2023 Board meeting.

- T. [ORD 23-36](#) **An Ordinance Authorizing the Donation of Surplus Technology and Hardware Equipment Owned by the Village of Oak Park**

Overview:

This item is a request to donate accessories, cables, and batteries for Zoll cardiac monitors that are no longer in service in Oak Park. The Forest Park Fire Department uses the same monitor that Oak Park upgraded from and can use our accessories.

- U. [ORD 23-42](#) **An Ordinance Amending Chapter 20 ("Public Health"), Article 13 ("Commercial Solid Waste Hauling and Recycling"), Section 20-13-3 ("Procedures to Determine if a Commercial Franchise Can Be Considered by the Village") to Amend the Effective Date by which Private Hauling Contractors Must Begin Reporting Recycling Data to the Village**

Overview:

On November 7, 2016, the Village of Oak Park enacted Ordinance 16-130 to require all waste haulers who are providing commercial (non-residential) refuse and/or recycling collection services in the Village to report the number of businesses under contract for recycling services. If the number of businesses that have recycling services is less than 50% after a three-year study window, the Village may choose to pursue a commercial franchise with one exclusive hauler. A three-year commercial hauler reporting period was initiated in 2017, but it was not completed.

Staff recommends the Village amend Section 20-13-3 of the Village Code, which was codified pursuant to Ordinance 16-130, to institute a new study window for the years 2023-2026 beginning July 1, 2023, and ending June 30, 2026.

- V. [ORD 23-41](#) **An Ordinance Amending the Fiscal Year 2023 Annual Budget**

Overview:

As time is of the essence with this particular expenditure, submitted herein is a single stand-alone budget amendment requesting new funding (from Parking Fund reserves) to pay the property taxes on contractually leased property at 920 and 925 Lake Street (Calvary Memorial Church).

- W. [MOT 23-38](#) **A Motion to Approve the Bills in the Amount of \$5,104,226.34 from April 14, 2023, through May 25, 2023**

Overview:

Attached is the regular list of bills paid through the Village's accounts payable system for the period beginning April 14, 2023, through May 25, 2023. Also attached is the April 2023 payroll summary report.

XII. Regular Agenda

- X. [RES 23-197](#) **A Resolution Approving an Amendment to an Agreement for Public Health Nurse Services with Patrice Steurer, R.N., to Change the Not to Exceed Amount from \$55,000 to \$90,000 thru December 31, 2023, and Authorizing Its Execution**

Overview:

This position will perform the communicable disease control activities as required of a certified local health department in Illinois and to provide back-up for the immunization clinics.

Recommendation

- Y. [RES 23-199](#) **A Resolution Approving an Amendment to an Agreement for Public Health Nurse Services with Veronica Stanton, R.N., to Change the Not to Exceed Amount from \$24,000 to \$60,000 and Extend the Term to December 31, 2023, and Authorizing Its Execution**

Overview:

This position is required to perform immunization work as related to the COVID 19 Vaccination Grant approved by the Board on March 20, 2023, including but not limited to COVID-19 clinics, influenza clinics, and vaccines for children, as well as, back-up for communicable disease work required by a certified local health department in Illinois.

- Z. [RES 23-187](#) **A Resolution Approving an Intergovernmental Agreement between the Oak Park Public Library and the Village Of Oak Park for the Installation of a Naloxone Box on Oak Park Public Library Property and Authorizing its Execution**

Overview:

The Village of Oak Park is addressing the issue of opioid overdose in our community through a project that provides free Naloxone - a medication that will block an opioid overdose - education and training on how to provide aid in the event of an opioid overdose, and resources for those who wish to seek care or recovery services.

The Naloxone and resources will be distributed in seven boxes throughout the community, and this agreement with the Oak Park Public Library will allow the placement of one of the boxes in the lobby of the main library branch.

- AA.** [RES 23-188](#) **A Resolution Approving an Intergovernmental Agreement between the Park District of Oak Park and the Village of Oak Park for the Installation of a Naloxone Box on Park District Property and Authorizing its Execution**
- Overview:** The Village of Oak Park is addressing the issue of opioid overdose in our community through a project that provides free Naloxone - a medication that will block an opioid overdose - education and training on how to provide aid in the event of an opioid overdose, and resources for those who wish to seek care or recovery services.
- The Naloxone and resources will be distributed through seven boxes throughout the community, and this agreement with the Park District of Oak Park will allow the placement of one of the boxes in Maple Park.
- AB.** [ORD 23-37](#) **Concur with the Plan Commission’s Recommendation and Adopt an Ordinance Denying Text Amendments to Article 6 (“Special Purpose Districts”), Section 6.3 (“H Hospital Zoning District”) of the Oak Park Zoning Ordinance Regarding the H- Hospital Zoning District Regulations (*)**
- Overview:** The Applicants; Mr. Bruno Graziano, Ms. Anne Frueh, Mr. David Osta, and Mr. Michael Weik, are seeking approval of multiple Zoning Ordinance text changes to the H - Hospital Zoning District which mainly impacts the Rush Oak Park Hospital campus located at 520 South Maple Avenue.
- AC.** [MOT 23-52](#) **A Motion to Concur with the Community Development Citizen Advisory Commission (CDCAC) Community Development Block Grant (CDBG) Funding Recommendations for Program Year (PY) 2023**
- Overview:** As part of the five-year PY 2020 - 2024 Consolidated Action Plan for Housing and Community Development (“Con Plan”) that guides decisions for allocating CDBG funds, the Village has prepared the draft PY23 CDBG funding recommendations, which includes proposed activities that the CDCAC recommended and that the Village Board is now being asked to approve.

- AD.** [MOT 23-57](#) **A Motion to Concur with the Transportation Commission's Recommendations for Traffic Calming at the Intersection of East Avenue and Greenfield Street Including Upgrading from a Two-Way to Four-Way Stop and Installing Bump Outs on the South Side of East Avenue and Direct Staff to Prepare the Necessary Ordinance**

Overview:

At the April 11th Transportation Commission (TC) meeting, the TC reviewed a traffic calming petition for the intersection of East Avenue and Greenfield Street to address speeds on East Avenue as well as concerns about pedestrian safety as the intersection is one block to the east of St. Giles Church and School which means there's not only more traffic but also more students and people walking through the intersection. The TC recommended upgrading the intersection from 2-way STOP signs to all-way STOP signs at the intersection, upgrading the crosswalk markings on the southern leg from regular to high visibility pavement markings, deploy portable speed radar signs at the intersection, and implement temporary bump outs on the southern leg of the intersection via the paint and post treatment.

- AE.** [ORD 23-40](#) **An Ordinance Establishing All-Way Stops at the Intersection of Greenfield Street and East Avenue**

Overview:

This is the final step in the approval process to upgrade the intersection of Greenfield Street and East Avenue from a two-way STOP-controlled intersection to an all-way STOP-controlled intersection. This is a recommendation from the Transportation Commission related to the traffic calming petition from the residents for the intersection. There is a separate item at tonight's Village Board meeting for a Motion to concur with the Transportation Commission recommendations for traffic calming for the East Avenue and Greenfield intersection.

- AF.** [MOT 23-58](#) **A Motion to Concur with the Transportation Commission's Recommendations for Traffic Calming at the Erie Street and Lombard Avenue Intersection with the Installation of Temporary Bump Outs on the Southern and Western Legs of Erie Street and Lombard Avenue Using Delineator Posts and Paint**

Overview:

At the April 11th Transportation Commission (TC) meeting, the TC reviewed a petition from the 200 block of North Lombard Avenue for traffic calming to address vehicles traveling at excessive speeds on the block, drivers using the block as a bypass to Austin Boulevard as well as motorists disregarding the STOP signs on Lombard Avenue at Erie Street. The petitioning block is one block to the east of Beye Elementary School campus. The TC recommended installing temporary bump-outs using delineator posts and paint on the southern and western legs of the Lombard Avenue and Erie Street intersection.

XIII. Call to Board and Clerk

XIV. Adjourn