



Village of Oak Park

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

Meeting Agenda President and Board of Trustees

Monday, April 17, 2017

6:30 PM

Village Hall

Regular Meeting at 6:30 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 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 17-168](#) **Motion to Approve Minutes from March 6, 2017 Regular Meeting and March 13, 2017 Special 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. Proclamation

- B. [ID 17-456](#) **Motion to Approve Various Proclamations for April 17, 2017**

Overview:

Volunteer Day (April 26, 2017)
Arbor Day (April 28, 2017)
Older Americans Month (May 2017)

XI. Village Manager Reports

XII. 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.

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.

- C. [ID 17-457](#) **Board and Commission Vacancy Report for April 17, 2017.**

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.

- D. [MOT 17-166](#) **Motion to consent to the Appointment of:**
Community Design Commission - Jonathan Kirk, Appoint as Member
Disability Access Commission - Alap Shah, Appoint as Member
Farmers Market Commission - Sandra Novack-Gottshall, Appoint as Chair
Transportation Commission - Roya Basirirad, Appoint as Member

XV. Consent Agenda

- E. [RES 17-491](#) **A Resolution Approving a Three Year Lease Agreement, Maintenance Agreement and Addendum with Xerox Financial Services LLC for Copier and Printer Equipment at a Cumulative Three Year Cost Not to Exceed \$108,000 and Authorizing Their Execution**

Overview:

The Village's existing three year lease agreement with Toshiba Business Solutions (TBS) is scheduled to expire on April 30, 2017 and all equipment in our possession under this lease must be returned to TBS no later than this date. This existing agreement covers the lease of twenty-five units of copier/printer equipment used throughout the village located at Village Hall, Public Works, and the Fire Stations.

- F. [RES 17-496](#) **A Resolution Approving a Professional Services Agreement with Industrial/Organizational Solutions, Inc. for Fire Department Testing Services in an Amount not to Exceed \$25,985.00 and Authorizing its Execution**

Overview:

In support of Article 28 of the Municipal Code, the Village uses an independent service provider who specializes in public safety recruitment to conduct standardized testing to assist the Village in the establishment of promotional and entry level eligibility lists for filling sworn vacancies.

The Oak Park Fire Department will have three openings in the rank of Lieutenant in 2017. The vacancies are the result of retirements.

- G. [RES 17-500](#) **A Resolution Approving an Independent Contractor Agreement with Everest Snow Management, Inc. in an Amount not to Exceed \$50,000.00 for the 2017 Parkway Tree Watering Program and Authorizing its Execution**

Overview:

In February of 2017 Village staff requested bids for the Village wide parkway tree watering program for 2017. Staff proposes to award the contract to the low responsive bidder, Everest Snow Management, Inc. of Hickory Hills, IL.

- H. [RES 17-501](#) **A Resolution Approving an Independent Contractor Agreement with Cerniglia Co. for the Modification of Piping and the Installation of Water Meters for the City of Chicago Water Supply in an Amount Not to Exceed \$28,410.00 and Authorizing its Execution**

Overview:

The Village is required to purchase and maintain the water meters that record the volume of water that the City of Chicago supplies the Village. This item provides for the installation of five new water meters that are located at the Central Pumping Station reservoir. Four contractors submitted bids for this project with Cerniglia Company being the low responsive bidder.

- I. [RES 17-503](#) **A Resolution Approving an Independent Contractor Agreement with All Tech Energy, Inc. for the Fleet Shop Electrical and Lighting Upgrade Project at the Public Works Center in an Amount Not to Exceed \$30,539.51 and Authorizing its Execution**

Overview:

The operational efficiency of the Fleet Services Division of Public Works could improve with the installation of additional electrical circuits and receptacles along the outside walls by allowing Fleet staff to more quickly service vehicles and equipment. This project provides for these improvements as well as shop lighting improvements.

- J. [RES 17-511](#) **A Resolution Authorizing OP South Boulevard LCC to Reconstruct the North-South Public Alley Adjacent to the Development Site located at the Southeast Corner of Harlem Avenue and South Boulevard in an Amount not to Exceed \$102,338.00**

Overview:

The north-south alley east of the proposed development site along South Boulevard at Harlem Avenue was scheduled to be replaced as part of the Village's annual alley replacement program at the same time as the construction of the development. In September of 2015 the Village approved an Amendment to the Redevelopment Agreement to allow the Developer's contractors to design and construct the Village owned alley at the Village's expense. The developer has obtained a price of \$102,338 to replace the alley which is comparable to what the Village would pay to replace this alley. Staff is recommending authorizing the developer to proceed with replacing the alley.

- K. [RES 17-512](#) **A Resolution Authorizing the Brookfield-North Riverside Water Commission to Install Water Main and Sewer Main Improvements on Fillmore Street for the Village of Oak Park in an Amount not to Exceed \$764,440.00**

Overview:

The Brookfield-North Riverside Water Commission (BNRWC) will be installing a transmission water main for the entire length of Fillmore Street starting in 2017. The Village of Oak Park entered into an Intergovernmental Agreement (IGA) allowing for this work in 2015. As part of the IGA the BNRWC included installation of a water main on Fillmore from Maple to Wenonah and a sewer main from East Avenue to Ridgeland Avenue as part of the project's scope. The BNRWC received 5 bids for the project on March 7th. The lowest qualified bid was from Benchmark Construction in an amount of \$14,468,016 for the entire project. Pursuant to the IGA the Village will pay for the cost to construct the Village's water and sewer mains. The cost for the Village's portion of the project is \$764,440. Staff is recommending authorizing the BNRWC to install the Village's water and sewer improvements in an amount of \$764,440 pursuant to the IGA.

L. [RES 17-515](#) A Resolution Authorizing the Release of Certain Executive Session Minutes

Overview:

The Board is required pursuant to Section 2.06(d) of the Illinois Open Meetings Act ("Act), 5 ILCS 120/2.06(d), to conduct a semi-annual review of its executive session minutes and make a determination regarding the release of minutes.

M. [RES 17-517](#) A Resolution Authorizing the Village of Oak Park to Enter Into a Collective Bargaining Agreement and Memorandum of Understanding with the Illinois Fraternal Order of Police Labor Council Representing the Oak Park Lieutenants and Sergeants Association for the Period of January 1, 2017 to December 31, 2019

Overview:

Staff negotiated a successor Collective Bargaining Agreement with the Illinois Fraternal Order of Police Labor Council Representing the Lieutenants and Sergeants Association. This item authorizes the Village Manager to execute the Agreement.

N. [RES 17-527](#) A Resolution Approving a Memorandum of Agreement Between the Village of Oak Park, Illinois and Local 95 International Association of Fire Fighters, AFL-CIO and Authorizing its Execution

Overview:

This agreement was reached between the Union and the Village related to the future use of the Fire Inspector position, currently part of the IAFF collective bargaining agreement.

O. [RES 17-524](#) A Resolution Amending Appendix VII ("Appointee Pay Plan Schedule") of the Personnel Manual for the Village of Oak Park

Overview:

The ranges in this appendix are modified to reflect the 2017 budget for general wage and potential merit increases for non-union employees.

P. [RES 17-497](#) A Resolution Approving a Contract Renewal with ABC Commercial Maintenance Services, Inc. for Custodial Services for Village Hall, Police Department, Public Works Center, Dole Learning Center and Metra Station Through December 31, 2017 for an Amount not to Exceed \$52,800.00 and Authorizing its Execution

Overview:

The current custodial services contract expires on May 5th, 2017. This contract provides for custodial services for Village Hall including the Police Department, the Public Works Center, Dole Learning Center, and the Metra Station. This item recommends entering into a one-year contract renewal with ABC Commercial Maintenance Services, Inc. for the first of two optional one year extensions.

- Q. [RES 17-520](#) **A Resolution Approving a Consultant Services Agreement with Sikich LLP for Accounting and Financial Services in an Amount Not to Exceed \$65,000 and Authorizing its Execution****

Overview:

This an agreement to provide temporary accounting services to the Finance Department. The Deputy CFO position has been vacant since Steve Drazner assumed the role of Interim CFO on April 4, 2016 and was subsequently promoted to the CFO position. The Village previously entered into a short term two month agreement with Sikich to provide accounting services for three days a week in order to assist staff with audit work preparation. That contract has since terminated and staff would like to execute a new agreement with Sikich to bring back the same contractual employee for approximately 25 hours per week over a six month term beginning with the first week of May 2017.

- R. [RES 17-423](#) **A Resolution Approving and Adopting Updates to the Village of Oak Park Emergency Operating Plan and Authorizing its Implementation****

Overview:

The Emergency Operating Plan (EOP) is the framework document for policies and procedures to prepare for, respond to, and recover from a large scale emergency. This document is a long-standing document for the Village and is periodically updated.

- T. [RES 17-525](#) **A Resolution Approving an Extension of the Electric Power Supply Contract with Constellation Energy Services, Inc. for the Oak Park Community Choice Aggregation Program at a Projected Rate of 7.179¢/kWh (Standard Power) for Four (4) Months Inclusive of the 0.3¢/kWh Local Fee to Support the Smart City USA or Renewable Energy Projects within the Village and Authorizing its Execution.****

Overview:

The Village is working with Mark Pruitt, Principal of the Illinois Energy Choice Aggregation Network relative to the Community Choice Electrical Aggregation program and received final pricing on Monday, April 17, 2017, from Constellation for a four month period.

- U. [ORD 17-194](#) **An Ordinance Approving a Highway Authority Agreement and an Environmental Indemnity Agreement between Second Century Enterprises, Inc. and the Village of Oak Park for the Property Located at 427 Madison Street and Authorizing their Execution**

Overview:

The property owner of 427 Madison Street ("Owner") seeks to secure a closure of an incident regarding a leaking underground storage tank site at the former Clark gas station with the Illinois Environmental Protection Agency (IEPA) which would include the execution of a Highway Authority Agreement (HAA) and a Limited Environmental Indemnity Agreement with the Village. A HAA identifies the areas in the right-of-way which exceeds IEPA soil remediation objectives and provides a mechanism to alert those who may need to perform any excavation work in the area. A Limited Environmental Indemnity Agreement identifies the cost responsibility for managing contaminated soils.

- V. [RES 17-514](#) **A Resolution Approving an Amendment to the Professional Services Agreement with Edwin Hancock Engineering, Co. for Professional Engineering services for Design and Construction Engineering of the 2018 and 2019 Alley Improvements and Authorizing its Execution**

Overview:

In 2014 the Village entered into a professional services agreement with Edwin Hancock Engineering Co. to design and manage the 2015 alley improvement projects following a request for proposal process. The original agreement was renewed in 2015 and 2016 based on the conditions of the original agreement which allowed for renewing the agreement for up to 2 additional terms. Staff is recommending renewing the original agreement to extend the term of the agreement for up to an additional two years instead of going out for a request for proposal process for alley engineering for the remaining two years of the accelerated alley replacement program.

- W. [RES 17-521](#) **A Resolution Approving an Independent Contractor Agreement with Chicagoland Renovations, Inc. for the Village Hall Soundproofing Project in an Amount Not to Exceed \$12,000.00 and Authorizing its Execution**

Overview:

This item is for the installation of soundproofing materials. This work is being done as part of the Village Hall Furniture Improvement project and will provide the necessary space for confidentiality.

- X. [ORD 17-205](#) **An Ordinance Amending Chapter 2 ("Administration"), Article 16 ("Emergency Telephone System Board") of the Oak Park Village Code**

Overview:

As required by Public Act 99-0006, the Villages of Oak Park, River Forest, Forest Park, Elmwood Park and the City of Park Ridge are consolidating the Emergency Telephone System Boards (ETSBs) of these respective units of government. As a result, the local ETSB must be repealed.

- Y. [RES 17-526](#) **A Resolution Approving the West Suburban Consolidated Dispatch 9-1-1 System Intergovernmental Cooperation Agreement (IGA) and Authorizing its Execution.**

Overview:

As required by Public Act 99-0006, the Villages of Oak Park, River Forest, Forest Park, Elmwood Park and the City of Park Ridge are consolidating the Emergency Telephone System Boards (ETSBs) of these respective units of government. The recommended Intergovernmental Cooperation Agreement (IGA) is compatible with the West Suburban Consolidated Dispatch Center (WSCDC) which provides 9-1-1 services for these same communities.

- Z. [ORD 17-197](#) **An Ordinance Amending the First Quarter Year, 2017 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.

- AA. [MOT 17-162](#) **Motion to Approve the Bills in the Amount of \$3,481,093.90 from February 28, 2017 through April 6, 2017**

Overview:

Attached is the regular list of bills as paid through the Village's accounts payable (AP) system for the period beginning February 28, 2017 through April 6, 2017. This is the most current list available.

- AB. [MOT 17-164](#) **A Motion to Approve the February 2017 Monthly Treasurer's Report for All Funds**

Overview:

The unaudited February 28, 2017 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.

XVI. Regular Agenda

- S. [ORD 17-201](#) **An Ordinance Amending Chapter 30 ("Special Events"), Article 1 ("General Regulations") of the Oak Park Village Code**

Overview:

The Village Board is being asked to amend the Village Code to require Special Event Permits to be issued by the Police Chief.

- AC. [ORD 17-187](#) **An Ordinance Approving a First Amendment to the Redevelopment Agreement between the Village of Oak Park and District House LLC (708 Lake Street) and Authorizing its Execution****

Overview:

This the First Amendment to the Redevelopment Agreement between the Village of Oak Park and District House LLC for the property Located at 702-708 Lake Street and 139-147 North Euclid Avenue for a Five Story Mixed Use Development Consisting of 4,450 square feet of ground level retail and 28 Residential Condominium Dwelling Units with 37 parking spaces. The First Amendment clarifies the parties' responsibilities regarding the new streetscape.

- AD. [ORD 17-204](#) **An Ordinance Approving a Third Amendment to the Redevelopment Agreement to the Redevelopment Agreement Between the Village of Oak Park and OP South Boulevard LLC and Authorizing its Execution****

Overview:

The Third Amendment to the Redevelopment Agreement extends the timeframes set forth in the Redevelopment Agreement to accommodate changes to construction methods which necessitates the submittal of additional building plans.

- AE. [MOT 17-167](#) **A Motion to Reject all Proposals for Consulting Services Related to the Proposed Formation of an Intergovernmental Environmental Community Organization or i-ECO and Direct Staff to Prepare the Necessary Actions to Establish a Full-Time Sustainability Coordinator.****

Overview:

It is not recommended that the Village pursue professional consulting services for the purpose of forming a not-for-profit organization along with development of mission, vision, organizational structure, operating budget and legal structure.

- AF. [ORD 17-203](#) **An Ordinance Amending Chapter 20 ("Public Health") of the Oak Park Village Code to Add a New Article 14 - ("Retail Single-Use Bag Pilot Program")****

Overview:

The Village Board referred the issue of single-use carryout bags to the Environment and Energy Commission (EEC) when the City of Chicago adopted their ban on plastic bags. After having researched ordinances regarding plastic and single-use bags enacted throughout the country and conducted outreach with both residents and business owners, the EEC is recommending that alternatively the Village impose a single-use bag fee on all carryout bags. Staff is recommending a pilot program for a two-year period, with a one-year follow-up with the EEC.

Recommendation

- AG.** [RES 17-509](#) **A Resolution Approving a Contract with Brothers Asphalt Paving, Inc. for Project 17-15, Resurfacing of Various Streets, in an amount not to exceed \$1,007,005 and Authorizing its Execution.**

Overview:

Competitive bids were opened on March 2, 2017, for the Resurfacing of Various Streets Project. Thirteen contractors picked up bid documents and six bids were received. The low responsible bid was submitted by Brothers Asphalt Paving, Inc. in an amount of \$1,007,004.83

XVII. Regular Agenda for Items Pursuant to Village Code Chapter 3 Alcoholic Liquor Dealers or Related (President Pro-Tem Trustee Barber)

- AH.** [ORD 17-198](#) **An Ordinance Amending Chapter 3 (“Alcoholic Liquor Dealers”), Article 8 (“List of Licenses for Each License Class”), Section 3-8-1 (“Number of Licenses to be Issued Per License Class”) and Section 3-8-2 (“Licenses by Name and Address Per License”) of the Oak Park Village Code for the Issuance of a Restaurant Class B-4 Liquor License to Nueva Era in Oak Park, Inc., DBA Altiro**

Overview:

The Ordinance authorizes the issuance of a Restaurant Class B-4 Liquor License to Nueva Era in Oak Park, Inc., DBA Altiro (“Altiro”) for the property located at 107 North Oak Park Avenue (“Property”).

- AI.** [ORD 17-199](#) **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”) of the Oak Park Village Code to Establish a New B-5 Liquor License Classification and to Issue a B-5 Liquor License to Two Brothers Restaurant Group, LLC**

Overview:

Two Brothers seeks the creation of a B-5 liquor license classification which would allow restaurants meeting the Village’s B-4 restaurant liquor license classification to also have retail alcoholic liquor sales.

- AJ.** [ORD 17-202](#) **An Ordinance Amending Chapter 3 (“Alcoholic Liquor Dealers”), Article 4 (“Term and Classification”), Section 3-4-2 (“Classification and Number of Liquor Licences and Fees”) of the Oak Park Village Code by Adding a new Special Events Class E-3 Liquor License Classification and Amending Article 8 (“List of Licenses for Each Class”), Section 3-8-1 (“Number of Licenses Permitted to be Issued Per License Class”) and Section 3-8-2 (“Licenses by Name and Address Per License”) to Issue a Class E-3 License to the Park District of Oak Park**

Overview:

The Ordinance amends the Village Code to create a Special Events Class E-3 Liquor License Classification to allow bring-your-own (“BYO”) possession and consumption of wine and beer within Austin Gardens during a theatrical performance by a non-profit theater organization and amends the Village Code to issue a Class E-3 license to the Park District of Oak Park (“Park District”).

XVIII. Call to Board and Clerk

XIX. Adjourn