



# Village of Oak Park

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

## Meeting Agenda President and Board of Trustees

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Monday, November 5, 2018

6:30 PM

Village Hall

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**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](mailto: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 Collective Bargaining 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 18-404](#) **Motion to Approve Minutes from the October 15, 2018 Regular Meeting and October 29, 2018 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. Village Manager Reports

- B. [ID 18-1002](#) **Review of the Village Board Meeting Calendars for November and December 2018.**

Overview:

Once per month the Village Manager presents the tentative schedule of the upcoming meetings of the Village Board for review and comment.

- C. [ID 18-1008](#) **Presentation of Quarterly Financial Report as of September 30, 2018**

Overview:

The Consent Agenda includes [MOT 18-398](#) approving the Quarterly Year to Date Financial Report. As part of the Village Manager's report, a presentation has been scheduled pursuant to a prior request of the Village Board of Trustees.

## 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.*

- Y. [ID 18-1009](#) **Board and Commission Vacancy Report for November 5, 2018.**

## 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.*

## XIV. Public Hearing

- D. [ID 18-969](#) **Public Hearing on the Fiscal Year 2019 Recommended Budget**

Overview:

The Village Board is required to hold a public hearing on the recommended budget for the coming fiscal year in order to receive any additional

commentary and collect public testimony regarding the recommendations. Attached is a copy of the recommended budget for FY19 which contains the consensus of the Finance Committee of the Village Board.

## XV. First Reading

- E. [ORD 18-438](#) **First Reading of an Ordinance Amending Chapter 18 (“Business Licensing”), Article 2 (“Fee Schedule”) of the Oak Park Village Code Regarding Temporary Food Establishment and Mobile Food License Fees**

**Overview:**

The Health Department is recommending the Village Board amend the Temporary Food Establishment license and annual Mobile Food license fees within of Chapter 18 (“Business Licensing”), Article 2 (“Fee Schedule”).

- F. [ORD 18-448](#) **First Reading of an Ordinance Establishing the Annual Building and Construction Permit Fees and the Zoning Application Fees of the Village of Oak Park**

**Overview:**

An annual review of the Building Construction Permit Fee Schedule has been completed, resulting in the recommended updating to the Village Code to establish a new schedule which reflects the current cost of providing services.

- G. [ORD 18-440](#) **First Reading of An Ordinance Amending Chapter 20 (“Public Health”), Article 7 (“Garbage, Weeds and Littering”) and Chapter 26 (“Water”), Article 2 (“Charges and Collections”), Section 26-2-2 (“Meter Charges”) of the Oak Park Village Code Regarding Rates for Garbage, Refuse, Yard Waste and Recyclable Materials Collection Services**

**Overview:**

This Ordinance proposes to increase the fees charged for refuse, recycling and yardwaste collection and disposal. These services are provided by Waste Management to owners of residential property containing one to five units as well as Oak Park Institutional Facilities. These new rates reflect the charges for collection per the new contract with Waste Mangement and for disposal at the West Cook County Solid Waste Agency’s Regional Disposal Project.

## XVI. Consent Agenda

- H. [ORD 18-441](#) **Concur with the Zoning Board of Appeals’ Recommendation and Adopt an Ordinance Granting a Special Use Permit to Operate a Day-Care Center at 408 S. Oak Park Avenue**

**Overview:**

The Zoning Board of Appeals held a public hearing on an application submitted by Jaime Moran and Pamela Lawrence seeking a special use permit pursuant to Section 8.3 (Table 8-1: Use Matrix) of the Oak Park Zoning Ordinance, to operate a duly licensed day care center at the premises commonly known as 408 S. Oak Park Avenue.

- I. [ORD 18-442](#) **An Ordinance Authorizing the Sale of Surplus Vehicles and Equipment Owned by the Village of Oak Park**

**Overview:**

The Village has two vehicles that have been determined to be no longer

needed. In addition there is equipment that is no longer of use to the Village. It is proposed that these vehicles and the equipment be declared as surplus and be disposed of. The vehicles and equipment will be sold at auction or traded in or disposed of as scrap.

- J. [RES 18-1008](#) **A Resolution Approving a Funding Grant Agreement between the Village of Oak Park and the TCB Oak Park LLC in the Amount of \$500,000 for the Redevelopment of a Vacant Lot at 809 S. Oak Park Ave., Oak Park, Illinois and Authorizing Its Execution as Directed at the September 25, 2017 Special Meeting**

**Overview:**

At the September 25, 2017 Special Meeting the Village Board directed staff to issue a Request for Proposals (RFP) for projects to create or retain affordable housing options in the community utilizing funds held in the Village's affordable housing funds. On July 30, 2018, the Village Board approved the funding recommendations made by staff and the Housing Programs Committee (HPAC). This matter is to approve a funding grant agreement between the Village of Oak Park and the Community Builders, Inc. to create and operate an affordable housing transit oriented mixed-use development at 801 S. Oak Park Ave., Oak Park, Illinois.

- K. [RES 18-1009](#) **A Resolution Approving a Parking Lot Temporary License Agreement with Joseph Dombrowski and Authorizing Its Execution**

**Overview:**

Since 2005 the Village has entered into License agreements for the use of Lot #116 at the northeast corner of Madison Street and Oak Park Avenue. The Village has had a License Agreement with Dombrowski Christmas Tree Farm since that time. The most recent agreement expired on December 24, 2017.

- L. [RES 18-1011](#) **A Resolution Approving an Amendment to the Independent Contractor Agreement Between the Village of Oak Park and Oak Brook Mechanical Services, Inc. to Provide Emergency Repairs and Planned HVAC Work in an Amount not to Exceed \$30,000.00 in Fiscal Year 2018 and Authorizing its Execution**

**Overview:**

Oak Brook Mechanical Services, Inc. (OMS) is the Village's current Heating Ventilating and Air conditioning (HVAC) maintenance and repair service contractor. The Village executed an Independent Contractor Agreement with OMS on January 5, 2018 for \$25,000.00. This agenda item is for an Amendment to that Independent Contractor Agreement to increase the amount of the contract from \$25,000.00 to \$30,000.00 to cover unanticipated repairs that were needed.

- M. [RES 18-1013](#) **A Resolution Authorizing the Purchase of 4,200 Tons of Rock Salt from Compass Minerals America Inc. of at \$44.41 Per Ton for the 2018/2019 Snow Season in an Amount Not To Exceed \$186,522.00 through the State of Illinois Joint Purchase Program and Waiving the Village's Bidding Process for Said Purchase**

**Overview:**

This item is for the purchase of rock salt for the 2018/2019 snow season. Rock salt is used as the principal deicer for snow and ice control in an effort to

mitigate hazardous road conditions. The Village participates in the State of Illinois Joint Purchasing Program for materials and equipment commonly used by municipalities such as rock salt.

- N. [RES 18-1014](#) A Resolution Approving a Subrecipient Grant Agreement between the Village of Oak Park and the Oak Park Housing Authority in the Amount of \$120,000 in Community Development Block Grant Funds to Rehabilitate the Structures Located at 324-326 North Austin Boulevard and Authorizing its Execution**

**Overview:**

Oak Park Housing Authority, in conjunction with Housing Forward, seeks to rehabilitate the two buildings located at 324-326 N. Austin Blvd., Oak Park, Illinois to provide temporary housing for homeless individuals and families. The project would use returned Community Development Block Grant (CDBG) funds in the amount of \$120,000.

- O. [RES 18-1015](#) A Resolution Approving an Independent Contractor Agreement with NAFISCO, Inc. to Furnish and Install Parking Regulation Signs for the Parking Pilot Program Area in an Amount not to Exceed \$150,000 and Authorizing its Execution**

**Overview:**

At the October 15, 2018 regular meeting the Village Board passed ordinances to establish the Parking Pilot Program. This independent contractor agreement with NAFISCO, Inc. provides services to furnish, install, and replace up to 1,500 parking regulation signs in the Parking Pilot Area.

- P. [RES 18-1016](#) A Resolution Authorizing the Submission of an Illinois Safe Routes to School Program Grant Application for Intersection Crossing Improvements at Various Locations in the Village of Oak Park**

**Overview:**

This resolution authorizes staff to submit an application for the Illinois Safe Routes to School (SRTS) Grant for improving safety at nine intersections throughout the Village for the installation of pedestrian activated flashing beacons and signage along with curb bump-out. The SRTS grant would fund 100% of the costs for this work.

- Q. [RES 18-1021](#) A Resolution Approving a Contract with Trine Construction Corp. for Project 19-1, Lake Street Sewer and Water Main Improvements, in an Amount not to Exceed \$1,862,000 and Authorizing its Execution**

**Overview:**

The Village received competitive bids on October 26, 2018, for the Lake Street Sewer and Water main Improvement Project 19-1. Nine contractors picked up bid documents and three bids were received. The low responsible bid was submitted by Trine Construction Corp. in an amount of \$1,862,000. This project consists of replacing water and sewer mains on Lake Street from Grove Avenue to Euclid Avenue and sewer rehabilitation using lining on Lake Street from Euclid to Ridgeland Avenues. Construction work would occur in the early spring of 2019.

- R. [RES 18-1022](#) A Resolution Approving a Professional Services Agreement with TranSystems Corporation for Phase III Construction Engineering for the**

**Lake Street Improvement Projects in an Amount Not To Exceed \$1,464,930 and Authorizing its Execution****Overview:**

The Engineering Division requested proposals for construction engineering services for the Lake Street Improvement projects which include the streetscape project, the sewer and water main improvement project, and the street resurfacing project which are planned for construction in 2019. The Village received six proposals for this construction management and interviewed three firms. The proposal from TranSystems Corporation best fit the needs of the Village for this project and they were the most qualified to perform these services. The work involves managing construction for the various projects on Lake Street in 2019, public outreach, and coordinating construction with the impacted businesses and stakeholders.

- S. [RES 18-978](#) **A Resolution Approving a Construction Agreement with The Baltimore & Ohio Terminal Railroad Company for Construction of the Bridge Rehabilitation Project Over the Railroad's Property in an Amount Not to Exceed \$35,162 and Authorizing its Execution****

**Overview:**

The bridge Rehabilitation Improvement project has construction occurring over The Baltimore & Ohio Terminal Railroad Company (B&OCT) property at the Home Avenue Bridge and the Oak Park Avenue Bridge. A Construction Agreement is required in order to allow for the work to occur over their property and active rail lines and includes costs for railroad flagging and review of the project.

- T. [MOT 18-400](#) **A Motion to Approve the Bills in the Amount of \$2,437,238.99 from October 5, 2018 through October 24, 2018****

**Overview:**

Attached is the regular list of bills as paid through the Village's accounts payable (AP) system for the period beginning October 5 through October 24, 2018. This is the most current list available.

- U. [MOT 18-398](#) **A Motion to Approve the Unaudited Year-to-Date Quarterly Financial Report as of September 30, 2018****

**Overview:**

On a quarterly basis, the Finance Department prepares and provides a quarterly financial report to Village Management and the Village Board which assesses year-to-date revenues and expenditures.

- Z. [ORD 18-444](#) **An Ordinance Approving an Intergovernmental Cooperation Lease Agreement between the Village of Oak Park and the Park District of Oak Park for the Lease of Barrie Center and Authorizing its Execution****

**Overview:**

The Village and Park District have negotiated a lease of the Village owned property commonly known as Barrie Center. The Village retains certain rights per the Lease due to the location of its water reservoir beneath the surface on the property. The Lease allows the Park District to operate the property as a park.

**XVII. Regular Agenda**

V. [RES 18-1018](#) **A Resolution Authorizing Local Funding for the Federally Funded Lake Street Streetscape Project, Section Number 16-00264-00-PV**

**Overview:**

The Village received federal funds for the streetscape project on Lake Street from Harlem Avenue to Euclid Avenue. The project design is complete and the project is scheduled to be bid by the State in January of 2019 with construction occurring in 2019. The total cost of for construction of the streetscape project is estimated at \$10,162,022 with the Village's share of this project currently at \$7,162,022. The resolution committing Village of Oak Park funding for the local share of the project is required by the State as part of their agreement process.

W. [RES 18-1017](#) **A Resolution Approving A Local Public Agency Agreement For Federal Participation with the State Of Illinois for Construction of the Lake Street Streetscape Project, Section 16-00264-00-PV, and Authorizing Its Execution**

**Overview:**

The Village received \$3 million in federal funds for the Lake Street Streetscape Project from Harlem to Euclid. The project design is complete and the project is scheduled to be bid by the State in January of 2019 with construction occurring in 2019. The Local Agency Agreement is needed is required to allow the State to bid the project.

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

X. [MOT 18-410](#) **Motion to Consent to Local Liquor Control Commissioner Andrea Button's Liquor Control Review Board Appointment: Lyn Conniff, Reappoint as Member**

**XIX. Call to Board and Clerk**

**XX. Adjourn**