



# 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, May 20, 2019

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 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 19-71](#) Motion to Approve Minutes from the April 15, 2019 Regular Meeting, May 6, 2019 Regular Meeting and May 13, 2019 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 19-152](#) Resolution in Memoriam Roberta “Bobbie” Raymond

## XI. Village Manager Reports

- C. [ID 19-150](#) Review of the Village Board Meeting calendars for May, June and July.

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

- D. [ID 19-151](#) Village Manager’s Monthly Measures Report for March 2019

Overview: The Village Code provides for the Village Manager to report to the Village Board on the operations of all administrative departments. The attached report is a summary of key activities in administrative department for the month of March 2019 with comparative data for February 2019.

## 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.*

## 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

- E. [ORD 19-48](#) **An Ordinance Approving a Highway Authority Agreement and an Environmental Indemnity Agreement between Howard M. Munyon, as Trustee of The Howard M. Munyon Revocable Living Trust and the Village of Oak Park for the Property Located at 6801 North Avenue and Authorizing their Execution**

**Overview:**

The property owner of 6801 North Avenue ("Owner") seeks to secure a closure of incidents regarding leaking underground storage tanks at the site which was a former Phillips 66 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.

- F. [RES 19-109](#) **A Resolution Approving a 5-year Programmatic Agreement with the Illinois State Historic Preservation Officer for Certain Programs of the U.S. Department of House and Urban Development (HUD) and the Illinois Housing Development Authority (IHDA) Administered by the Village of Oak Park and Authorizing its Execution**

**Overview:**

The Programmatic Agreement between the Village of Oak Park and the Illinois State Historic Preservation Officer (SHPO) allows Qualified Personnel at the Village to complete duties (project reviews) under Section 106 of the National Historic Preservation Act for certain HUD programs administered on behalf of the SHPO. This reduces the amount of review time required for federally funded projects administered by the Village.

- G. [RES 19-133](#) **A Resolution Approving a Professional Services Agreement between Konica Minolta and the Village of Oak Park to provide Document Imaging Services for the Village's microfiche cards, microfilm rolls and related papers in an Amount Not to Exceed \$83,838 and Authorizing its Execution.**

**Overview:**

A service agreement for Konica Minolta to provide document imaging services for the Village's Development Customer Service Department and Police Department. Included in the scope of work are to convert, index, and electronically deliver approximately 29,200 microfiche cards, 800 microfilm rolls, and various related papers in boxes.

- H. [RES 19-135](#) **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 \$7,700**

**Overview:**

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

- I. [RES 19-139](#) **A Resolution Authorizing the Submission of an Illinois Department of Human Services (IDHS) Grant Application to Provide Funding for the Police Department's Tobacco Enforcement Program (TEP)**

**Overview:**

This resolution authorizes staff to submit an application for the IDHS TEP grant, as part of the Department's tobacco enforcement and education efforts.

- J. [RES 19-148](#) **A Resolution Approving a Purchase Price Agreement with CDW Government LLC for the Acquisition of Certain Computer Equipment in an Amount Not to Exceed \$51,893.52 and Authorizing Its Execution**

**Overview:**

The Information Technology (IT) department is requesting the authorization to purchase twelve Getac A140 tablet computers to replace mobile computer equipment used in village police vehicles.

- K. [RES 19-149](#) **A Resolution Approving an Independent Contractor Agreement With Revcon Technology Group, Inc., an Illinois Corporation, for the Service and Maintenance of Parking Access and Revenue Control Systems at Village Parking Garages in an Amount Not to Exceed \$35,000 and Authorizing its Execution**

**Overview:**

The Contractor, Revcon Technology Group, Inc. (Revcon) will service and maintain the parking access and revenue control equipment (TIBA system) at the Holley Court, Avenue, and OPRF High School Parking Garages on an as-needed basis for the remainder of 2019 in an amount not to exceed \$35,000. This is a sole source contract, since Revcon is the only Illinois dealer and servicer of the TIBA system. Timely service and maintenance to the equipment is necessary to ensure a convenient, reliable parking experience to residents and visitors of Oak Park.

- L. [RES 19-152](#) **A Resolution Approving a Contract with Lindahl Brothers, Inc. for Project 19-15, Resurfacing of Various Streets, in an Amount not to Exceed \$1,143,903 and Authorizing its Execution**

**Overview:**

Competitive bids were opened on May 2, 2019, for the 19-15 Resurfacing of Various Streets project. Ten contractors picked up bid documents and four bids were received. The low responsible bid was submitted by Lindahl Brothers, Inc. in an amount of \$1,360,262.04. The project includes 11 blocks throughout the village. Lindahl Brothers, Inc., has agreed to reduce the project scope to \$1,143,903 to fit within the budgeted amount of \$1,167,833.59.

- M.     [RES 19-155](#)     **A Resolution Approving a Contract with Electric Conduit Construction Co. for Project 19-13, Lake Street and Forest Avenue Traffic Signal Improvements in an Amount not to Exceed \$426,660 and Authorizing its Execution****

**Overview:**

Competitive bids were opened on May 10, 2019, for Project 19-13, Lake Street and Forest Avenue Traffic signal Improvements. The Village received one bid for this project from Electric Conduit Construction in an amount of \$426,659.30. The project includes installing temporary traffic signals, underground conduits and foundations for future signal work, street lighting improvements on Lake Street, and various other conduits at the Lake and Forest intersection to coordinate work with the Albion Development and minimize future disruption with the 2020 Lake Street streetscape project at this location.

- N.     [RES 19-156](#)     **A Resolution Approving a Professional Services Agreement with M.E. Simpson, Inc. for Technical Support with the Village's Water Loss Control Program in an Amount Not to Exceed \$115,760.00 and Authorizing its Execution****

**Overview:**

The Public Works Department solicited proposals from qualified firms to provide technical support for the Village's Water Loss Control Program. M.E. Simpson, Inc. provided a proposal that meets the Village's needs. The Water Loss Control Program provides a comprehensive review of the Village water distribution and metering systems as well as an audit and evaluation of the utility billing system.

- O.     [RES 19-158](#)     **A Resolution Approving an Intergovernmental Agreement between the Village of Oak Park and the Park District of Oak Park for Vehicle Repairs and Maintenance and Authorizing its Execution****

**Overview:**

The Village maintains a Fleet Services Division in the Public Works Department at the Public Works Center. The Park District of Oak Park is agreeable to continue to take advantage of the Village completing repair and maintenance of the Park Districts vehicles. The attached Intergovernmental Agreement (IGA) would formalize this service.

- P.     [RES 19-160](#)     **A Resolution Approving an Intergovernmental Agreement between the Village of Oak Park and the Oak Park Public Library for the Purchase of Fuel at the Village's Fueling Facility and Authorizing its Execution****

**Overview:**

The Village maintains a fueling facility for gasoline and diesel at the Public Works Center. The Oak Park Public Library is agreeable to continue to take advantage of the Villages bulk purchasing of fuel and thus realize a savings in fuel purchasing. The attached Intergovernmental Agreement (IGA) would formalize this service.

**Q.     [RES 19-170](#)****A Resolution Approving an Employee Leasing Agreement for a Temporary Assistant Village Manager/Human Resources Director with GovTemps USA, LLC and Authorizing its Execution****Overview:**

Staff recommends that the Village enter into an Employee Leasing Agreement for a temporary Assistant Village Manager/Human Resources Director through mid-August 2019 while the recruitment for a new Director is completed in order to minimize disruption with human resources services within the Village. An interim candidate has been identified through GovTempUSA LLC.

**R.     [RES 19-174](#)****A Resolution Approving an Intergovernmental Agreement between the Village of Oak Park and the Park District of Oak Park for the Purchase of Fuel at the Village's Fueling Facility and Authorizing its Execution****Overview:**

The Village maintains a fueling facility for gasoline and diesel at the Public Works Center. The Park District of Oak Park is agreeable to continue to take advantage of the Villages bulk purchasing of fuel and thus realize a savings in fuel purchasing. The attached Intergovernmental Agreement (IGA) would formalize this service.

**S.     [RES 19-171](#)****A Resolution Authorizing the Execution of a Settlement Agreement in Workers' Compensation Case Number 2016 WC 25612****Overview:**

It is requested that the Village Board authorize the execution of a settlement agreement in Workers' Compensation Case Number 2016 WC 25612.

**T.     [RES 19-172](#)****A Resolution Authorizing the Execution of a Settlement Agreement in Workers' Compensation Case Numbers 2015 WC 41824 and 2016 WC 21903****Overview:**

It is requested that the Village Board authorize the execution of a settlement agreement in Workers' Compensation Case Numbers 2015 WC 41824 and 2016 WC 21903.

**U.     [RES 19-182](#)****A Resolution Authorizing the Execution of a Settlement Agreement in Workers' Compensation Case Number 2017 WC 34222****Overview:**

It is requested that the Village Board authorize the execution of a settlement agreement in Workers' Compensation Case Number 2017 WC 34222.

**V.     [MOT 19-62](#)****A Motion to Refer an Application by Fenwick High School, Inc. for Major Modifications to a Planned Development Located at 505 Washington Boulevard Granted Pursuant to Village Special Use Permit Ordinance Number 19-16 to the Plan Commission for Public Hearing****Overview:**

Fenwick High School is seeking major modifications of its approved planned development to allow a reduction in the number of approved garage parking spaces (350) by approximately 26 spaces and for minimal exterior design changes to the south facade. This request is subject to Section 14.5(J)(3)(c) of the Oak Park Zoning Ordinance relative to the process for reviewing major modifications to an approved planned development.

**W.     [MOT 19-35](#)     **A Motion to Direct Staff to Establish a Village of Oak Park Volunteer 2020 U.S. Census Complete Count Committee****

**Overview:**

The purpose of this motion is to establish a Village of Oak Park volunteer 2020 U.S. Census Complete Count Committee. The committee will be led and staffed by Development Customer Services and the Committee's membership will include Village staff and community representatives, all working together to encourage Oak Park residents to participate in the 2020 Census.

**X.     [MOT 19-53](#)     **A Motion to Approve the Bills in the Amount of \$3,071,749.59 from April 10, 2019 through May 7, 2019****

**Overview:**

Attached is the regular list of bills paid through the Village's accounts payable (AP) system for the period beginning April 10, 2019 through May 7, 2019. This is the most current list available. In addition, attached is the payroll cost summary for the month of April.

**Y.     [MOT 19-56](#)     **A Motion to Approve the April 2019 Monthly Treasurer's Report for All Funds****

**Overview:**

The unaudited April 30 report is hereby presented pursuant to 65 ILCS 5/3.1-35-45 summarizing the Village's cash and investment balances.

## **XVI. Regular Agenda**

**Z.     [RES 19-179](#)     **A Resolution Adopting Updates to the Diversity Statement****

**Overview:**

Following the Village Board's traditional adoption of the diversity statement as part of the May 6, 2019 meeting following the Oath of Office for newly elected officials, recommended amendments to the Diversity Statement supported by the Community Relations Commission are being presented to the Village Board for consideration. The amendment incorporates racial equity as a part of the Statement.

**AA.   [MOT 19-68](#)     **A Motion to Concur with the Environment and Energy Commission (EEC) Related to Creating a Single-Use Plastic Reduction "Plastic Free July" Campaign Program****

**Overview:**

On May 7, 2018 Trustee Andrews asked the EEC to review options to reduce the use of plastic straws. The EEC conducted a 5-month review and on February 11, 2019 the Village Board heard a recommendation by the EEC to educate restaurant staff on only dispensing single-use plastics upon request. Trustees suggested staff create a more formal program with estimated costs for the campaign. Although the formal program is not completed at this time, the EEC is recommending a short-term activity for a "Plastic Free July" campaign in Oak Park.

- AB.     [RES 19-150](#)     A Resolution Approving the Rejection of Bids for the Village Wide Refuse/Recycling Container Pick Up Services and Authorizing Staff to Prepare a Budget Amendment for these Services to be Performed by Adding In-House Staff**

**Overview:**

Staff solicited bids for this work twice and both times only one contractor bid and in both cases the bids were significantly more than budgeted. Staff is proposing to reject the latest bid and prepare a budget amendment for these services to be performed by adding in-house staff.

- AC.     [MOT 19-45](#)     A Motion to Concur with the Public Works Director's Recommendation to Install 3,000 Kelvin LED Lighting as Part of the Village's Residential Street Lighting System Replacement Project**

**Overview:**

The purpose of this item is to seek concurrence from the Village Board on the recommended LED street light lamp to be installed as part of the Village-Wide Residential Street Lighting System Replacement Project.

- AD.     [MOT 19-63](#)     A Motion to Concur with the Oak Park Economic Development Corporation's (Oak Park EDC) Recommendation to Provide Financial Incentives in the Amount of \$50,000 to CMV Development LLC ("CMV") to Complete Two Development Projects Located at 6555 and 6545 North Avenue and Direct Staff to Prepare the Necessary Documents**

**Overview:**

CMV Development LLC ("CMV"), through its principal Craig Volpe, has submitted a request to the Oak Park Economic Development Corporation ("OPEDC") for financial incentive in the amount of \$50,000 to complete two development projects located at 6555 and 6545 North Avenue. The mixed-use project at 6555 North Avenue is currently under construction and will include 10 apartments along with 2,000 square feet of ground-level commercial space. The residential project at 6545 North Avenue is proposed to include 15 apartments with groundbreaking scheduled for this summer.

- AE.     [RES 19-176](#)     A Resolution to Adopt the 2019-2021 Village Board Protocols**

**Overview:**

Attached is the Village Board Protocols for 2019-2021. Historically after each election the Village Board will discuss these protocols and make modifications if needed.

**XVII. Call to the Board and Clerk**

**XVIII. Adjourn**