



# 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, September 16, 2019

7:30 PM

Village Hall

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### Regular Meeting at 7:30 p.m., 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. Agenda Approval

### IV. Minutes

#### A. [ID 19-278](#)

**Motion to Approve Minutes from the September 3, 2019 Regular Meeting and September 9, 2019 Special Meeting 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. Proclamations

- B. [ID 19-236](#) **Motion to Approve a Proclamation Recognizing the designation of Unity Temple as a UNESCO World Heritage Site**

Overview:

This is a motion to approve Village President Abu-Taleb recognizing the designation of Unity Temple as a UNESCO World Heritage Site

- C. [ID 19-238](#) **Motion to Approve Proclamation for National Suicide Prevention Month**

Overview:

This is a motion to approve Village President Abu-Taleb recognizing the designation of September as National Suicide Prevention Month and Mental Health Awareness

- D. [ID 19-280](#) **Motion to Approve Proclamation for National Hunger Action Month September 2019**

Overview:

This is a motion to approve Village President Abu-Taleb recognizing the designation of September as National Hunger Action Month.

## VII. Village Manager Reports

- E. [ID 19-279](#) **Village Manager's Monthly Measures Report for June 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 with comparative data for the prior month.

## VIII. 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.*

## 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.*

- F. [ID 19-281](#) **Board and Commission Vacancy Report for September 16, 2019.**

## 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.*

- G. [MOT 19-104](#) **Motion to consent to the Village President's Appointments of:**  
**Citizen Involvement Commission** - Conrad Terry, Reappoint as Member  
**Community Design Commission** - Cindy Wong, Reappoint as Member  
**Community Design Commission** - Julia Kuhn, Appoint as Member  
**Community Development Citizen Advisory Committee** - Richard Rodgers, Reappoint as Member  
**Community Development Citizen Advisory Committee** - Stephen Morales Appoint as Chair  
**Environment & Energy Commission** - Laura Derks, Appoint as Chair  
**Historic Preservation Commission** - Jennifer Bridge, Reappoint as Member  
**Plan Commission** - Nick Bridge, Appoint as Member  
**Plan Commission** - Jaime Torres, Appoint as Member

## XI. Consent Agenda

- H. [RES 19-236](#) **A Resolution Approving a Professional Services Agreement with Terra Engineering, Ltd. for the Design of the Oak Park Avenue Resurfacing, Utility, and Streetscape Projects, in an Amount Not To Exceed \$775,037 and Authorizing its Execution as Reviewed at the September 9, 2019 Special Meeting**

**Overview:**

The Engineering Division requested proposals for phase I and II designs for the street resurfacing and water and sewer main improvement projects on Oak Park Avenue and for the conceptual design of the proposed streetscaping project on Oak Park Avenue in the Hemingway Business District. Construction of the street resurfacing and water and sewer projects are planned for 2021 with the streetscape construction planned for 2022. The proposal from Terra Engineering, Ltd. best fit the needs of the Village for this project. For more information about this item and Village Board discussion, please review the agenda materials for the September 9, 2019 special meeting.

- I. [RES 19-237](#) **A Resolution Approving a Professional Services Agreement with Site Design Group, Ltd. for the Design of Traffic Calming and Landscape Improvements for the Forest Avenue and Ontario Street Area in an Amount Not To Exceed \$56,736 and Authorizing its Execution as Reviewed at the September 9, 2019 Special Meeting.**

**Overview:**

The Engineering Division requested proposals for landscape architecture and civil engineering for a proposed project to calm traffic and improve the residential neighborhood character of the Forest and Ontario intersection area. Per the Planned Development Ordinance for the Albion Development, the Village will receive \$340,000 to fund this work from the developer upon issuance of final occupancy permits. The project is planned to be designed this fall and constructed in the spring of 2020. Work is anticipated to include enhanced crosswalks to improve pedestrian safety, median island improvements to calm traffic, conversion of high level street lighting to lower level pedestrian lighting, replacing deteriorated pavers, and landscaping. For more information about this item and Village Board discussion, please review the agenda materials for the September 9, 2019 special meeting.

- J. [RES 19-240](#) **A Resolution Authorizing the Rejection of All Bids for Project 19-16, Lake and Forest Sidewalk Planter as Reviewed at the September 9, 2019 Special Meeting**

**Overview:**

The Village received one bid on June 20, 2019 in an amount of \$204,500 for Project 19-16, Lake and Forest Granite Planter Installation. The project includes installing a granite curbed planter feature with bronze lettering and decorative lighting on Lake Street at Forest Avenue. In order to save money staff recommends rejecting the one bid and constructing the granite planter as designed with the 2020 Lake Street streetscape project. For more information about this item and Village Board discussion, please review the agenda materials for the September 9, 2019 special meeting.

- AI. RES 19-269**      **A Resolution Approving a Fourth Amendment to the Professional Services Agreement with Thomas Engineering Group LLC for the Design of the Lake Street Streetscape, Resurfacing, and Utility Improvement Projects to Include Additional Services Associated with Deferring the Construction of the Projects to 2020 and Changing the Not to Exceed Amount from \$1,457,648 to \$1,854,648 and Authorizing its Execution as Reviewed at the September 9, 2019 Special Meeting.**

**Overview:**

A change order for the engineering design contract with Thomas Engineering for the Lake Street Improvement Projects is necessary due to additional work associated with the change in construction years from 2019 to 2020 for this project. Additional work included providing a separate project plans for bidding for traffic signal improvements at Lake and Forest, preparing plans and adjusting design for a specialty feature at 1000 Lake Street, changes in the projects design to include a passenger drop off area west of Maple Avenue on Lake Street, and various changes as a result in change of bidding dates. The cost to provide this additional engineering is \$397,000 and adjusts the contract amount from \$1,457,648 to \$1,854,648. For more information about this item and Village Board discussion, please review the agenda materials for the September 9, 2019 special meeting

- AJ. RES 19-271**      **A Resolution Approving an Amendment to the Professional Services Agreement with The Lakota Group, Inc., for Phase 2 Professional Landscape Architecture and Planning Services for the Lake Street Streetscape Project to Include Additional Services Associated with Deferring the Construction of the Project to 2020 and Changing the Not to Exceed Amount from \$131,370 to \$160,273 and Authorizing its Execution as Reviewed at the September 9, 2019 Special Meeting.**

**Overview:**

A change order for the landscape architecture design contract with The Lakota Group for the Lake Street Improvement Projects is necessary due to additional work associated with the change in construction years from 2019 to 2020 for this project and changes in the project's design. Additional work included providing a separate project plans for bidding for traffic signal improvements at Lake and Forest, preparing plans and adjusting design for a specialty feature at 1000 Lake Street, changes in the projects design to include a passenger drop off area west of Maple Avenue on Lake Street, and various changes as a result in change of bidding dates. The cost to provide this additional engineering is \$28,903 and adjusts the contract amount from \$131,370 to \$160,273. For more information about this item and Village Board discussion, please review the agenda materials for the September 9, 2019 special meeting.

- K.     [RES 19-272](#)     **A Resolution Approving the Purchase of Temporary and Permanent Sidewalk Easements on Lake Street and Authorizing Execution of the Required Documents as Reviewed at the September 9, 2019 Special Meeting**

**Overview:**

This project is part of the larger Lake Street Improvement Project that was approved by the Village Board in November 2018. Sidewalk easements are necessary to construct sidewalk improvements in Downtown Oak Park as the property line extends into the sidewalk areas. For more information about this item and Village Board discussion, please review the agenda materials for the September 9, 2019 Special meeting.

- L.     [RES 19-286](#)     **A Resolution Approving an Intergovernmental Agreement between the Village of Oak Park and the County of Cook for the 2019 Invest in Cook Grant for the Lake Street Resurfacing Project in the Amount of \$310,000 and Authorizing its Execution as Reviewed at the September 9, 2019 Special Meeting.**

**Overview:**

The Village received a \$310,000 grant to fund a portion of the Lake Street resurfacing project from Euclid Avenue to Austin Boulevard from Cook County. The Intergovernmental Agreement (IGA) defines the terms and conditions of the grant and construction processes. The project is scheduled to be bid later this year with construction occurring in 2020. For more information about this agenda and Village Board discussion, review the agenda materials for the September 9, 2019 special meeting.

- M.     [RES 19-273](#)     **A Resolution Approving a Right-of-Way Encroachment License and Covenant Agreement with 1144 Lake Street LLC for a Sidewalk Vault at 1144 Lake Street and Authorizing its Execution**

**Overview:**

There is an existing vault under the sidewalks in front of the building at 1144 Lake Street. The property owner requests an agreement to memorialize the existing sidewalk vaults in order to provide the sidewalk easement needed to construct the Lake Street Streetscape Project. The Right-of-Way Encroachment License and Covenant Agreement allows for the sidewalk vault to remain and defines terms and conditions for maintenance and insurance requirements.

- N.     [RES 19-258](#)     **A Resolution Approving an Independent Contractor Agreement with Telcom Innovations Group, L.L.C. to Upgrade the Mitel Telephone System Software in an Amount Not to Exceed \$11,396.00 and Authorizing its Execution**

**Overview:**

This item is to upgrade the Mitel phone system software to the latest version to ensure village phone functionality. The project also includes the removal of some controllers to minimize cost and simplify the system.

- O. [RES 19-264](#) **A Resolution Approving an Independent Contractor Agreement with American Building Services, LLC to Replace the Lombard Side Doorway and Two Exterior Metal Courtyard Doors at Village Hall in an Amount Not to Exceed \$17,953.79 and Authorizing its Execution**

**Overview:**

This item includes replacing the existing Lombard side entranceway, including the metal door and frame, hardware, threshold and ADA push button. In addition, this project also includes replacement of the two metal doors, including frames, that lead out to the north courtyard from Village Hall.

- Q. [RES 19-281](#) **Resolutions Approving the Program Year (PY) 2019 Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) Agreements with Subrecipients and Authorizing their Execution**

**Overview:**

There are twenty Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) Resolutions and Agreements recommended which represent the allocation of funding for all the Board-approved projects for Program Year 2019. It is necessary to enter into the Program Year 2019 Subrecipient agreements with the agencies (Subrecipients) so that they can expend their CDBG and ESG grant funds. The Agreements clearly outline the terms and conditions of their grants with the Village and HUD.

- R. [RES 19-282](#) **A Resolution Authorizing A Single Family Housing Rehabilitation Loan And A Lead Hazard Reduction Grant (SFR-085)**

**Overview:**

The purpose of the Single Family Rehabilitation Loan Program is to address and to correct deteriorated and blighted homes throughout the village. The eligible homeowners are requesting a deferred loan of \$24,180.00 and a lead hazard reduction grant of \$8,590.00 from the Village.

- S. [RES 19-283](#) **A Resolution Authorizing A Single Family Housing Rehabilitation Loan And A Lead Hazard Reduction Grant (SFR-087)**

**Overview:**

The purpose of the Single Family Rehabilitation Loan Program is to address and to correct deteriorated and blighted homes throughout the village. The eligible homeowners are requesting a deferred loan of \$24,999.00 and a lead hazard reduction grant of \$10,800.00 from the Village

- T. [RES 19-284](#) **A Resolution Awarding a Small Rental Property Rehabilitation Loan and Authorizing the Execution of a Loan Commitment and Agreement for the Property Located at 1110 S. Austin Boulevard (SRP-039)**

**Overview:**

The purpose of the Small Rental Properties Rehabilitation Loan Program is to address deteriorated and blighted homes throughout the Village, and to provide affordable rental housing. The eligible owner of this four unit multi-use property is requesting a forgivable rehabilitation loan of \$20,000 from the Village.

- U.     [RES 19-285](#)     **A Resolution Awarding a Small Rental Property Rehabilitation Loan and Authorizing the Execution of a Loan Commitment and Agreement for the Property Located at 163 N. Lombard Avenue (SRP-040)**

**Overview:**

The purpose of the Small Rental Properties Rehabilitation Loan Program is to address deteriorated and blighted homes throughout the Village, and to provide affordable rental housing. The eligible owner of this five unit multi-use property is requesting a forgivable rehabilitation loan of \$25,000 from the Village.

- V.     [RES 19-287](#)     **A Resolution Approving a Professional Services Agreement with Mackie Consultants, L.L.C. for Professional Land Surveying Services for the Local Streets and Division Street Improvement Projects in an Amount Not to Exceed \$59,150 and Authorizing its Execution**

**Overview:**

The Engineering Division requested proposals for topographic surveying for the 2020 capital improvement program and also including Division Street for construction in 2021. The Village received twelve proposals for this work. The proposal from Mackie Consultants best fit the Village's needs while also at a competitive price.

- W.     [RES 19-289](#)     **A Resolution Approving an Independent Contractor Agreement with Global Maintenance Solutions LLC to Provide Building Maintenance Services for the Public Works and Development Customer Services Departments in an Amount Not to Exceed \$557,000 Annually and Authorizing its Execution**

**Overview:**

Building Maintenance services of Village owned buildings are provided by a private contractor. The current agreement expires at the end of October 2019. Recently, proposals were solicited for these services for a successor agreement. This item proposes the execution of a three-year agreement between Global Maintenance Solutions, LLC and the Village for Building Maintenance Services.

- X.     [RES 19-290](#)     **A Resolution Approving an Amendment to the Purchase Price Agreement with Traffic Control & Protection, Inc. for the Purchase of Stop Sign Materials in 2019 to Change the Not to Exceed Amount of \$25,000.00 to \$30,000.00 and Authorizing its Execution**

**Overview:**

The Public Works Department has identified traffic regulatory signs (stop signs) that are, or soon will be, below the established minimum reflectivity as put forth by The Federal Highway Administration (FHWA). This item allows for an amendment to the existing purchase price agreement with Traffic Control & Protection, Inc. for the acquisition of these materials.



- Y.      [RES 19-291](#)      **A Resolution Approving an Intergovernmental Agreement between the Village of Oak Park and the Oak Park and River Forest High School District 200 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 and River Forest High School District 200 approved an Intergovernmental Agreement on August 22, 2019 to continue to take advantage of the Village's bulk purchasing of fuel and thus realize a savings in fuel purchasing. The attached Intergovernmental Agreement (IGA) would formalize this service.
- Z.      [RES 19-292](#)      **A Resolution Approving an Employee Leasing Agreement for a Temporary Manager of Parking and Mobility Services Division with Municipal Parking Partners, LLC in an Amount Not to Exceed \$50,000 through December 31, 2019 and Authorizing its Execution****
- Overview:**      The previous Manager of the Parking and Mobility Services Division resigned in early August 2019. In order to minimize disruptions, staff entered into a contract with Municipal Parking Partners, LLC to provide a temporary staffing. The initial contract was within the Village Manager's spending authority. Staff recommends entering into a subsequent contract to avoid disruption until a new Parking and Mobility Services Manager can be recruited.
- AA.    [RES 19-293](#)      **A Resolution Approving a Contractor Services Agreement with Occupational Health Centers of Illinois, P.C. d/b/a Concentra Medical Centers, and Authorizing its Execution****
- Overview:**      On March 6, 2019 the Village of Oak Park posted a Request for Proposal (RFP) for Occupational Health Services. After careful consideration, the bid was awarded to Occupational Health Centers of Illinois, P.C. d/b/a Concentra Medical Centers
- AB.    [MOT 19-102](#)      **A Motion to Amend the 2019 Work Plan of the Board of Health to Add the Creation of an Outreach Campaign to Educate Residents on Issues of Lead in the Water****
- Overview:**      Trustee Buchanan requested that the 2019 Board of Health Work Plan be amended to include the creation of an education program regarding lead in the water given the on-going issues nationally regarding the importance of safe drinking water. Trustees Boutet and Andrews seconded the request.
- AC.    [MOT 19-94](#)      **A Motion to Approve the August 2019 Monthly Treasurer's Report for All Funds****
- Overview:**      The unaudited August 31 report is hereby presented pursuant to 65 ILCS 5/3.1-35-45 summarizing the Village's cash and investment balances.

- AD. [MOT 19-95](#) A Motion to Approve the Bills in the Amount of \$4,196,234.36 from August 10, 2019 through September 9, 2019**

**Overview:**

Attached is the regular list of bills paid through the Village's accounts payable (AP) system for the period beginning August 10, 2019 through September 9, 2019. This is the most current list available. In addition, attached is the payroll cost summary for the month of August.

## **XII. Regular Agenda**

- AE. [ORD 19-71](#) Concur with the Plan Commission and adopt an Ordinance Amending Article 8 ("Uses"), Section 8.3 ("Use Restrictions"), Table 8-1 ("Use Matrix") of the Oak Park Zoning Ordinance to Add Recreational Cannabis Establishments as a Special Use in all Business and Commercial Zoning Districts**

**Overview:**

At the August 1, 2019 Plan Commission meeting, the Plan Commission reviewed Article 8 ("Uses") of the Oak Park Zoning Ordinance to address recreational cannabis establishments due to new legislation from the State of Illinois that allows the use and sale of recreational cannabis starting January 1, 2020.

- AF. [MOT 19-103](#) A Motion to Direct Staff to Create Guidelines for an Equity, Diversity and Inclusion Small Grant Program for Adoption by the Village Board at a Subsequent Meeting**

**Overview:**

The Community Relations Commissions is proposing the Village create a new small grant program to advance the goal to ensure good human, race and community relations. Attached is a copy of the proposal.

- AG. [ORD 19-77](#) An Ordinance Establishing a Maximum Speed Limit of Twenty Five Miles Per Hour on Madison Street by Amending Section 15-1-10 ("Speed Limits") of the Oak Park Village Code**

**Overview:**

The Madison Street resurfacing and reconstruction project is nearing completion. As part of this project, the speed limit on Madison is proposed to be reduced from thirty (30) miles per hour to twenty five (25) miles per hour. The Ordinance revised Village Code 15-1-10 to establish this new lower speed limit on Madison Street.

- P.     [RES 19-261](#)     **A Resolution Approving an Independent Contractor Agreement with P.W.S. Environmental, Inc. for the Pressure Washing and Sealing of Bluestone Sidewalks in an Amount Not to Exceed \$91,815.00 and Authorizing its Execution**

**Overview:**

The Public Works Department is responsible for the upkeep of bluestone sidewalk in Downtown Oak Park and Pleasant District business districts. It is recommended that bluestone be sealed once every five years. This is the fifth year since the sidewalks have been sealed. This item will allow the Village to enter into an agreement for the sealing of the bluestone sidewalks.

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

- AH.    [ORD 19-76](#)     **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 Class C-8 Boutique Liquor License Classification and to Issue a Class C-8 Liquor License to L'Alberello, Inc., DBA Anfora**

**Overview:**

L'Alberello, Inc., DBA Anfora seeks the creation of a new Class C-8 Boutique Liquor License Classification and the issuance of a Class C-8 liquor license to it for the property located at 128 South Marion Street.

**XIV. Call to Board and Clerk**

**XV. Adjourn**