



Village of Oak Park

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

Meeting Agenda President and Board of Trustees

Tuesday, September 8, 2020

6:30 PM

Village Hall

A Regular Meeting is being conducted remotely with live audio available and optional video. The meeting will be streamed live and archived online for on-demand viewing at www.oak-park.us/boardtv as well as cablecast on VOP-TV, which is available to Comcast subscribers on channel 6 and ATT Uverse subscribers on channel 99. Remote Meetings of the Oak Park Village Board of Trustees is authorized pursuant to Section 7 (e) of the Open Meetings Act. The Village President has determined that an in-person meeting is not practical or prudent due to the COVID-19 outbreak during the Governor's disaster proclamation. It is also not feasible to have a person present at the Board's regular meeting location due to public safety concerns related to the COVID-19 outbreak.

The President and Board of Trustees welcome your statement into the public record of a meeting. Public statements of up to three minutes will be read into the record during Non-Agenda public comment or Agenda public comment, as an individual designates. Statements will be provided to the Village Board in their entirety as a single document. Please follow the instructions for submitting a statement provided below. You may also communicate with the Village Board at 708.358.5784 or email board@oak-park.us. Questions regarding public comment can be direct to 708-358.5672 or email clerk@oak-park.us.

Instructions for Remote Non-Agenda Public Comment

Non-Agenda public comment is a time set aside at the beginning of each Village Board meeting for public statements about an issue or concern that is not on that meeting's agenda. Individuals are asked to email statements to publiccomment@oak-park.us, to be received no later than 30 minutes prior to the start of the meeting. If email is not an option, you can drop comments off in the Oak Park Payment Drop Box across from the entrance to Village Hall, 123 Madison Street, to be received no later than 5 PM the day of the Village Board meeting. Non-agenda public comment will be limited to 30 minutes with a limit of three minutes per statement. If comment requests exceed 30 minutes, public comment will resume after the items listed under the agenda are complete.

Instructions for Remote Agenda Public Comment

Public statements for an agenda item of up to three minutes will be read into the record. Individuals are asked to email statements to publiccomment@oak-park.us, to be received no later than 30 minutes prior to the start of the meeting. If email is not an option, you can drop comments off in the Oak Park Payment Drop Box across from the entrance to Village Hall, 123 Madison Street, to be received no later than 5 PM the day of the Village Board meeting. The Village Board permits a maximum of three statements for 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 () on the agenda.*

I. Call to Order**II. Roll Call****III. Agenda Approval****IV. Minutes**

- AK.** [MOT 20-056](#) **Motion to Approve Minutes from Regular Remote Meeting of August 3, 2020 and Special Remote Meeting of August 25, 2020 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. Village Manager Reports**

- A.** [ID 20-227](#) **Review of the Revised Village Board Meeting Calendars for September thru December 2020.**

Overview:

Attached are preliminary calendars for the remainder of the year, which includes the meeting schedule adopted by the Village Board in December 2019 for this year, notation for dates when FY21 budget meetings will be held and a listing of pending matters requested by Trustees which are not yet scheduled.

- B.** [MOT 20-055](#) **An Update on the Lake Street Improvements Project and Motion to Confirm or Amend the Schedule**

Overview:

Mayor Abu-Taleb requested this item be on the agenda and that staff review the project timetable and the associated costs with keeping the schedule versus amending the schedule to a later date.. The three separate Lake Street projects for Street Resurfacing, Water & Sewer Improvements, and Streetscaping have been underway since early this year. Work on the water and sewer project is complete and work on the street resurfacing project is complete, except for landscaping. The streetscape project is substantially complete in DTOP and the area was opened on Friday, September 4th. Pursuant to the Village Board's direction in July, work is starting in the Hemingway District on September 8th and is planned for completion by Thanksgiving this year.

VII. First Reading

- C. [ORD 20-050](#) **First Reading of An Ordinance Amending Chapter 7 (“Buildings”), Article 3 (“Electric Code”) of the Oak Park Village Code to Adopt the 2017 National Electric Code as Recommended by the Building Code Advisory Commission**

Overview:

The Village periodically reviews and adopts updated building and electric codes to attract construction growth by accepting current trends and implementing more modern approved materials and safer building practices. The Building Code Advisory Commission is recommending that the Village Board adopt the 2018 editions of the International Building Codes and the 2017 National Electric Code with a decreased number of amendments to simplify and streamline the Village’s building code process.

- D. [ORD 20-051](#) **First Reading of An Ordinance Amending Chapter 7 (“Buildings”), Article 1 (“Building Code”) of the Oak Park Village Code to Adopt the 2018 International Building Code as Recommended by the Building Code Advisory Commission.**

Overview:

The Village periodically reviews and adopts updated building codes to attract construction growth by accepting current trends and implementing more modern approved materials and safer building practices. The Building Code Advisory Commission is recommending that the Village Board adopt the 2018 editions of the International Building Codes with a decreased number of amendments to simplify and streamline the Village’s building code process.

- E. [ORD 20-052](#) **First Reading of An Ordinance Amending Chapter 7 (“Buildings”), Article 2 (“Existing Building Code”) of the Oak Park Village Code to Adopt the 2018 International Existing Building Code as Recommended by the Building Code Advisory Commission**

Overview:

The Village periodically reviews and adopts updated building codes to attract construction growth by accepting current trends and implementing more modern approved materials and safer building practices. The Building Code Advisory Commission is recommending that the Village Board adopt the 2018 editions of the International Codes with a decreased number of amendments to simplify and streamline the building code process.

- F. [ORD 20-053](#) **First Reading of An Ordinance Amending Chapter 7 (“Buildings”), Article 5 (“Fire Code”) of the Oak Park Village Code to Adopt the 2018 International Fire Code as Recommended by the Building Codes Advisory Commission**

Overview:

The Village periodically reviews and adopts updated building codes to attract construction growth by accepting current trends and implementing more modern approved materials and safer building practices. The Building Code Advisory Commission is recommending that the Village Board adopt the 2018 editions of the International Codes with a decreased number of amendments to simplify and streamline the building code process.

- G. [ORD 20-054](#) **First Reading of An Ordinance Amending Chapter 7 (“Buildings”), Article 11 (“Fuel Gas Code”) of the Oak Park Village Code to Adopt the 2018 International Fuel Gas Code as Recommended by the Building Codes Advisory Commission.**

Overview:

The Village periodically reviews and adopts updated building codes to attract construction growth by accepting current trends and implementing more modern approved materials and safer building practices. The Building Code Advisory Commission is recommending that the Village Board adopt the 2018 editions of the International Codes with a decreased number of amendments to simplify and streamline the building code process.

- H. [ORD 20-055](#) **First Reading of An Ordinance Amending Chapter 7 (“Buildings”), Article 4 (“Mechanical Code”) of the Oak Park Village Code to Adopt the 2018 International Mechanical Code as Recommended by the Building Codes Advisory Commission**

Overview:

The Village periodically reviews and adopts updated building codes to attract construction growth by accepting current trends and implementing more modern approved materials and safer building practices. The Building Code Advisory Commission is recommending that the Village Board adopt the 2018 editions of the International Codes with a decreased number of amendments to simplify and streamline the building code process.

- I. [ORD 20-056](#) **First Reading of An Ordinance Amending Chapter 7 (“Buildings”), Article 6 (“Residential Code”) of the Oak Park Village Code to Adopt the 2018 International Residential Code as Recommended by the Building Code Advisory Commission.**

Overview:

The Village periodically reviews and adopts updated building codes to attract construction growth by accepting current trends and implementing more modern approved materials and safer building practices. The Building Code Advisory Commission is recommending that the Village Board adopt the 2018 editions of the International Codes with a decreased number of amendments to simplify and streamline the building code process.

VIII. Consent Agenda

- J. [ORD 20-070](#) An Ordinance Amending Ordinance Number 20-049 Regarding the Special Use Permit Granted for a Major Planned Development at the Property Located at 435-451 Madison Street for the Limited Purpose of Updating the Name of the Limited Liability Company

Overview:

The Ordinance amendment is for the sole purpose of updating the name of the limited liability company identified in the ordinance granting the special use permit by the Village Board on August 3, 2020 to GLPE, LLC for the property commonly known as 435-451 Madison Street, Oak Park, Illinois (“Subject Property”) in order to reflect the new name of Oak Park Land, LLC which will take title and ownership of the Subject Property.

- K. [ORD 20-071](#) **Concur with the Plan Commission’s Recommendation and Adopt an Ordinance Amending Article 2 (“Definitions & Rules of Measurement”), Section 2.3 (“Definitions”) and Article 8 (“Uses”), Table 8.1 (“Use Matrix”) and Section 8.5 (“Temporary Use Standards”) of the Oak Park Zoning Ordinance Regarding Temporary Educational Day Camps - Remote Learning**

Overview:

Due to the current pandemic situation, remote learning with after school care facilities for students under the age of 18 is needed. Therefore, the Plan Commission considered changes to the Zoning Ordinance by adding a permitted use for a Temporary Educational Day Camp for Remote Learning.

- L. [ORD 20-072](#) **An Ordinance Amending Chapter 22 (“Streets and Sidewalks”) of the Oak Park Village Code by Adding a New Article 15 (“System of Numbering for Dwelling Units and Commercial/Office Units in Buildings”)**

Overview:

This Ordinance will standardize the numbering system for dwelling units and commercial/office units in new construction or substantial rehabilitation of buildings. The standardization of unit numbers will also allow for quicker public safety response times. The Ordinance does not require existing building owners to change their numbering systems.

- M. [RES 20-181](#) **A Resolution Approving a Contract with Triggs Construction, Inc. for Project 20-3, Sidewalk Improvements, in an Amount Not to Exceed \$325,000 and Authorizing its Execution****

Overview:

Competitive bids were opened on July 16, 2020 for the Sidewalk Improvements Project. Five contractors picked up proposal documents and four bids were received. The low compliant bid was submitted by Triggs Construction, Inc. in an amount of \$320,177.50. It is recommended to award the contract at the full budgeted amount of \$325,000 so additional sidewalk locations can be replaced.

- N. [RES 20-186](#) **A Resolution Approving a Purchase Price Agreement with American Response Vehicles Inc. for the Purchase of an Ambulance in an Amount Not to Exceed \$283,004 and Authorizing its Execution****

Overview:

This action authorizes the purchase of a new ambulance per the Village's Capital Improvement Program. Ambulances are recommended for replacement every three years, with the oldest unit being placed in reserve. The Village issued a Request for Proposals (RFP) and two vendors submitted bids. The recommended vendor's bid was \$4,500 more than the other vendor, but meets specifications that the other vendor could not. The 2020 CIP budget allocated \$295,000 for the purchase of a new ambulance.

- O. [RES 20-187](#) **A Resolution Approving a Professional Services Agreement for Police and Firefighters' Pension Plan Actuarial Services with Lauterbach & Amen, LLP for Fiscal Years Ending December 31, 2020, 2021, and 2022 in a Total Amount Not to Exceed \$30,000 and Authorizing its Execution**

Overview:

The Village has contracted with Lauterbach and Amen, LLP to provide Police and Firefighters' Pension Plan actuarial valuation services for the fiscal years ending December 31, 2017, 2018, and 2019. Unlike the Illinois Municipal Retirement Fund which pools together resources from all Illinois municipalities (with some exceptions) and determines the annual Village contributions for eligible non-public safety employees, pursuant to State of IL statute, public safety pensions (i.e. police and fire) are independently managed rather than pooled together and thus, each plan requires an annual actuarial valuation to determine the recommended municipal contribution.

Village staff has been extremely satisfied with the services provided by L&A over the last three years and in addition to police/fire actuarial valuations, they have also been under contract to provide Other Post Employment Benefit (OPEB) valuation services as well. It is the recommendation of staff that the Village execute another three year agreement with Lauterbach and Amen to provide actuarial valuation services for both the police and firefighters' pension plans.

Please be aware that due to the Statewide consolidation of the downstate police and firefighter pension funds, it is unlikely that an independent valuation will be required for Fiscal Year 2022. Assuming this turns out to be the case, the Village will be permitted to terminate the contract with L&A early. However, should there be State legislation or transition rules modifying the effective consolidation date, FY22 is still being including under the term of this contract.

- P. [RES 20-188](#) **A Resolution Approving an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds with Cook County and Authorizing its Execution**

Overview:

This is an Intergovernmental Agreement (IGA) between the Village of Oak Park and Cook County which is required in order to receive an allotment of \$450,182 in grant funding to pay for COVID-19 related expenditures not reimbursed through other sources.

- Q. [RES 20-189](#)** A Resolution Approving the Renewal of the Contractor Services Agreement with Occupational Health Centers of Illinois, P.C. d/b/a Concentra Medical Centers, and Authorizing its Execution

Overview:

Concentra Medical Centers performs employee health services for the Village of Oak Park including pre-employment physicals, employee drug and alcohol testing, and other occupational health services related to on the job injuries or incidents. Concentra is conveniently located in Bellwood and has provided occupational health services to the Village since 2016. Concentra's fees shall remain flat (0% increase) for the period of the one-year renewal.

- R. [RES 20-190](#)** **A Resolution Approving a Purchase Price Agreement with ZONES, LLC for the Purchase of Microsoft Software Licenses in an Amount Not to Exceed \$65,205.60, Authorizing Its Execution and Waiving the Village's Bid Process**

Overview:

The Information Technology department is requesting the authorization to purchase Microsoft Office 2019 Standard licenses to complete the upgrade of the remaining Microsoft Office 2010 user environments.

- S. [RES 20-191](#)** **A Resolution Approving the Renewal of the Independent Contractor Agreement with Waste Management of Illinois, Inc. for Village Wide Street Sweeping Services in an Amount Not to Exceed \$105,000.00 and Authorizing its Execution**

Overview:

The Public Works Department is responsible for street sweeping all Village streets. To assist in this effort, a contractor is utilized. Waste Management performed this work last year after a competitive bidding process. This item would renew the agreement as the first of two possible one year renewals. The current agreement ends August 31, 2020.

- T. [RES 20-192](#)** **A Resolution Approving an Amendment to the Municipal Solid Waste Recycling and Landscape Waste Collection Agreement with Waste Management of Illinois, Inc. to Reduce the Village's Fall Leaf Collection Program from Eight Weeks to Six Weeks Beginning in the Fall of Fiscal Year 2020 and Authorizing its Execution**

Overview:

At the August 3, 2020 Village Board Meeting the Board affirmed reducing the fall leaf collection program from eight weeks to six weeks in an effort to reduce costs. To complete the process, approval of the Resolution and amended Waste Management Agreement are required.

- U. [RES 20-194](#) A Resolution Approving An Amendment to the Village's Dependent Care Flexible Spending Account Plan for Village Employees
- Overview: In response to the childcare challenges that employees are facing related to the COVID-19 pandemic and subsequent remote learning plans for many area schools, the Village seeks an amendment to the Dependent Care Flexible Spending Account (DCFSA) Plan that would allow a special enrollment to occur for the months of September 2020 through December 2020. The Village further seeks to implement a DCFSA Match Program for the period from September 2020 through December 2020 where employees may be eligible to receive up to \$2,000 in matching contributions to their DCFSA from the Village.
- V. [RES 20-195](#) **A Resolution Approving an Amendment to the Independent Contractor Agreement with Oak Brook Mechanical Services, Inc. to Provide Emergency and Planned Heating, Ventilation and Air Conditioning Work and Repairs in an Amount Not to Exceed \$45,000.00 and Authorizing its Execution**
- Overview: In anticipation of additional, unplanned HVAC repairs needed at Village Hall, the Public Works Center, three fire stations and three water pumping stations throughout the remainder of 2020, staff is submitting an Amendment to the Independent Contractor Agreement with Oak Brook Mechanical Services, Inc. (OMS) increasing the agreement from \$35,000.00 to \$45,000.00.
- W. [RES 20-196](#) **A Resolution Approving an Independent Contractor Agreement with Master Design Build, LLC for Ventilation Improvements to the Police Department's Firing Range in an Amount Not to Exceed \$392,621.25 and Authorizing its Execution**
- Overview: The Police Department's existing indoor firing range in the lower level of Village Hall has been out of service since 2013 due to insufficient air flow and ventilation, as well as outdated and undersized mechanical equipment. The Police Department requires a fully functional firing range in order to qualify its Police officers for use of firearms. Off-site facilities were being utilized but are no longer available to the Village Police Department staff.
- X. [RES 20-197](#) **A Resolution Approving a Contract with Swallow Construction Corporation for Project 20-9, Watermain Valve Replacements, in an Amount not to Exceed \$108,969 and Authorizing its Execution**
- Overview: The Engineering Division opened bids on August 20, 2020 for the Watermain Valves Replacement project. The project includes replacing three water valves. Three contractors picked up proposal documents and three bids were received. The lowest responsible bid was submitted by Swallow Construction Corporation in an amount of \$108,969.

- Y. [RES 20-198](#) **A Resolution Approving a Second Amendment to a Contract with Trine Construction Corp. for Project 19-1, Lake Street Sewer and Water Main Improvements, to Change the Not To Exceed Amount from \$2,190,623 to \$2,292,623 and Authorizing its Execution**

Overview:

Various unanticipated underground utility conflicts, increased costs for contaminated soil disposal, additional work to replace broken valves, and unknown sewer conditions added additional cost above the approved contract amount for the Lake Street Sewer and Water Main Improvements project. These changes total approximately \$102,000 and adjust the previously approved contract amount of \$2,190,623 to \$2,292,623.

- Z. [RES 20-199](#) **A Resolution Approving an Amendment to the Renewal of the Independent Contractor Agreement with A & B Landscaping And Tree Service, Inc. for Fiscal Year 2020 Parkway Tree Removal Services to Change the Not to Exceed Amount from \$150,000 to \$175,000.00 and Authorizing its Execution**

Overview:

In response to the severe storm that moved through the Village on August 10, 2020 and the significant cost of clean-up, staff is requesting an Amendment to the Renewal Agreement with A&B Landscaping and Tree Service, Inc. increasing the agreement from \$100,000.00 to \$175,000.00.

- AA. [RES 20-202](#) **A Resolution Allocating \$6,000.00 from Fund Balance for the existing Professional Services Agreement with Graf Tree Care, Inc. D/B/A Great Lakes Urban Forestry Management to provide Emergency Assistance in an Amount Not To Exceed \$23,500.00**

Overview:

In response to the severe storm that moved through the Village on August 10, 2020 and the significant cost of clean-up, staff is requesting an allocation of \$6,000.00 from Fund Balance for Emergency Assessment and prioritization assistance from our Urban Forestry Consultant, Graf Tree Care Inc. d/b/a Great Lakes Urban Forestry Management.

- AB. [RES 20-203](#) **A Resolution Approving an Independent Contractor Agreement MYS, Incorporated for Bluestone and Granite Repair of Sidewalks and Crosswalks in an Amount Not to Exceed \$40,000.00 and Authorizing its Execution**

Overview:

The Public Works Department is responsible for repair and maintenance of all Village streets and sidewalks. Some of the bluestone sidewalk and granite crosswalks are in need of repair. MYS, Incorporated provided a bid for this work.

- AC. [RES 20-206](#) A Resolution Approving a Collective Bargaining Agreement Between the Village of Oak Park and the Service Employees International Union Local 73 Water and Sewer Employees Workers for the Period of July 1, 2020 through June 30, 2023 and Authorizing its Execution**

Overview:

The Collective Bargaining Agreement for employees who work in the Water & Sewer Division of the Department of Public Works expired on June 30, 2020. This Agreement is for the period of July 1, 2020 through June 30, 2023.

- AD. [RES 20-207](#) A Resolution Approving a Temporary License Agreement with Momenta!, Inc. to Conduct Outdoor Dance Rehearsals on Village of Oak Park Property and Authorizing its Execution**

Overview:

This is a Temporary License Agreement that would allow for Momenta!, Inc. to conduct outdoor dance rehearsals through October 3, 2020 on the grassy area south of the Village Hall and the adjacent parking lot on weekends for parking. Due to COVID-19, the business is limited in its ability to operate indoors.

- AE. [MOT 20-049](#) A Motion to Approve the July 2020 Monthly Treasurer's Report for All Funds**

Overview:

The unaudited July 31, 2020 report is hereby presented pursuant to 65 ILCS 5/3.1-35-45 summarizing the Village's cash and investment balances.

- AF. [MOT 20-048](#) A Motion to Approve the Bills in the Amount of \$7,899,760.95 from July 11, 2020 through August 25, 2020**

Overview:

Attached is the regular list of bills paid through the Village's accounts payable (AP) system for the period beginning July 11, 2020 through August 25, 2020. In addition, attached is the payroll summary for July 2020.

IX. Regular Agenda

- AG. [MOT 20-051](#) A Motion to Refer to the Plan Commission for Public Hearing and Recommendation Text Amendments to the Oak Park Zoning Ordinance to Allow Service-Retail Uses on the Ground Floor of Buildings in the Village's DT - Downtown Zoning Districts Pursuant to the Recommendation of the Oak Park Economic Development Corporation (Oak Park EDC)**

Overview:

This request was proposed by the Oak Park EDC to allow certain non-retail and non-personal service land uses within the first 50 feet of the street line at grade level where such restrictions currently apply within Greater Downtown Area; specifically in the DT-1: Downtown Central Sub-District -DTOP and the DT-2: Hemingway Sub-District.

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

- AH.** [ORD 20-074](#) **An Ordinance Amending Chapter 3 (“Alcoholic Liquor Dealers”), Article 8 (“List of Licenses for Each License Class”), 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-1 Liquor License to LMP Services, Inc., DBA Courageous Bakery**

Overview: LMP Services, Inc., DBA Courageous Bakery (“Courageous Bakery”) seeks the issuance of a Restaurant Class B-1 liquor license for the property located at 736 Lake Street.

- AI.** [ORD 20-075](#) **An Ordinance Amending Chapter 3 (“Alcoholic Liquor Dealers”), Article 8 (“List of Licenses for Each License Class”), 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-1 Liquor License to Leek Restaurant Group, LLC, DBA Tacos 76**

Overview: Leek Restaurant Group, LLC, DBA Tacos 76 (“Tacos 76”) seeks the issuance of a Restaurant Class B-1 liquor license for the property located at 838 Madison Street.

- AJ.** [ORD 20-076](#) **An Ordinance Amending Chapter 3 (“Alcoholic Liquor Dealers”), Article 8 (“List of Licenses for Each License Class”), Section 8-1 (“Number of Licenses Permitted 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-2 Liquor License to Munch, Inc., DBA Munch**

Overview: Munch, Inc., DBA Munch (“Munch”) seeks the issuance of a Restaurant Class B-2 liquor license for the property located at 104 N. Marion Street.

XI. Call to Board and Clerk

XII. Adjourn