



Village of Oak Park

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

Meeting Agenda President and Board of Trustees

Monday, November 1, 2021

7:00 PM

Remote

A Regular Meeting is being conducted remotely at 7:00 p.m. 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 allowed during Non-Agenda public comment or Agenda public comment, as an individual designates. Please follow the instructions to participate remotely. You may also communicate with the Village Board at 708.358.5784 or email board@oak-park.us. Questions regarding public comment can be directed to 708-358.5672 or email clerk@oak-park.us

Instructions for 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. Send a request to state your comments during the virtual meeting by 5pm the day of the Village Board meeting to publiccomment@oak-park.us. If email is not an option, call the Village Clerks Office by 5 pm prior to the meeting at 708-358-5660. You will be sent instructions on how to participate during the virtual 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 Agenda Public Comment

Public statements will be allowed for an agenda item. Individuals are asked to email a request to speak during the virtual meeting to publiccomment@oak-park.us, no later than 5 p.m. prior to the start of the meeting. Instructions will be sent to you regarding participation. If email is not an option, call the Village Clerks Office by 5 pm prior to the meeting at 708-358-5660. The Village Board permits a maximum of five 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

- A. [MOT 21-113](#) **Motion to Approve Minutes from Regular Remote Meeting of October 18, 2021 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

VII. 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.

- B. [ID 21-356](#) **Board & Commission Vacancy Report for November 1, 2021.**

VIII. Public Hearing

- C. [ID 21-280](#) **Truth in Taxation Public Hearing for the Proposed Tax Year 2021 Property Tax Levy**

Overview:

Each year the Village Board adopts a tax levy to fund general Village operations, debt service payments, and mandatory employer contributions to the police and fire pension plans. Excluding the Oak Park Library's levy, the Fiscal Year 2022 (tax year 2021 levy) is expected to be exactly 3% greater than last year's extension. Including the Oak Park Public Library levy, the increase is expected to be 3.0%.

According to state statute, a public hearing and additional posting is required when the increase is 5% or more. Although the anticipated increase is below the 5.00%, holding a truth in taxation hearing provides the public additional transparency.

IX. First Reading

- D. [ORD 21-70](#) **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:

Per the ordinance, building codes have to be reviewed and modified annually. Staff reviewed our current fees and current budget and proposed the following: (1) Adopt the updated International Code Council (ICC) Building Validation Data (BVD) chart; (2) Adjust the permit fee multipliers to reflect Village's actual costs to administer the Permit Processing Division; and (3) Clarify the Village fee chart by removing obsolete and duplicate fees.

Second Reading

- E. [ORD 21-54](#) **Second Reading and Adoption of An Ordinance Amending Chapter 8 ("Business Licensing") of the Oak Park Village Code by Adding a New Article 40 ("Short-Term Rentals")**

Overview:

This Ordinance creates a licensing framework for the leasing, renting, and letting of short-term rental dwelling units that are inspected and approved by the Village, provides for standards of operation, and limits the maximum number of persons allowable in a short-term rental unit.

X. Consent Agenda

- F. [RES 21-280](#) **A Resolution Approving a Vendor Agreement Between the Community and Economic Development Association of Cook County (CEDA) and the Village of Oak Park to Participate in a Low-Income Home Energy Assistance Program (LIHEAP) for Eligible Low-Income Oak Park Water Utility Customers**

Overview:

The Community and Economic Development Association of Cook County (CEDA) is managing a Low Income Home Energy Assistance Program (LIHEAP) to help qualifying low income water utility customers who reside in Cook County from avoiding water service disconnections due to delinquent water account balances. This program provides eligible customers up to a one-time \$1,500 assistance payment.

- G. [MOT 21-100](#) **A Motion to Approve the September 2021 Monthly Treasurer's Report for All Funds**

Overview:

The unaudited September 30, 2021, report is hereby presented pursuant to 65 ILCS 5/3.1-35-45 summarizing the Village's cash and investment balances.

- H. [MOT 21-102](#) **A Motion to Approve the Unaudited Year-to-Date Quarterly Financial Report as of September 30, 2021**

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.

- I. [ORD 21-87](#) **Concur with the Zoning Board of Appeals' Recommendation and Adopt an Ordinance Granting a Special Use Permit to Operate a Massage Services Establishment at 816 S. Oak Park Avenue**

Overview:

The applicant, Ruth Dorsey with Dream Body Wellness, LLC, has applied for a special use permit to operate a massage service establishment in the NC Neighborhood Commercial Zoning District at 816 S. Oak Park Avenue. This matter was heard at a public hearing by the Zoning Board of Appeals.

- J. [RES 21-229](#) **A Resolution Approving an Amendment to the Contract with Swallow Construction Corporation for Project 21-19, Oak Park Avenue Water and Sewer Main Improvements-South Contract, to Change the Not to Exceed Amount from \$2,415,524 to \$2,656,556 and Authorizing its Execution**

Overview:

A change order is needed for the contract with Swallow Construction for the Oak Park Avenue Water and Sewer project south of Madison Street due to additional costs for concrete base replacement, additional sewer repairs, and additional water service replacement work above the contract quantities. The additional work amounted to \$241,032 and adjusts the contract from \$2,415,524 to \$2,656,556. There are savings in the water and sewer project on the north half of Oak Park Avenue to cover these costs.

- K. [RES 21-254](#) **A Resolution Approving an Independent Contractor Agreement with Calumet City Plumbing & Heating Co., Inc. for the 2021-2022 Water Meter Replacement Program, in an Amount Not to Exceed \$1,149,993.00 and Authorizing its Execution**

Overview:

This project includes the replacement of water meters and the upgrade of water meters with new register heads. This project is an effort to replace older water meters that have outlived their service life. In addition, this project will allow the water metering system to move towards Advanced Metering Infrastructure which is an effort towards a Smart City initiative. The low responsible bidder was Calumet City Plumbing & Heating Co., Inc.

- L. [RES 21-255](#) A Resolution Approving a Parking Lot Temporary License Agreement with JD North Blvd Holdings, LLC, d/b/a The Beer Shop, through March 31, 2022, and Authorizing its Execution**
- Overview:** In response to the COVID-19 pandemic, under the emergency declaration per Resolution 20-43, which expired on June 15, 2021, the Village Manager was authorized to enter into Temporary License Agreements to allow local restaurants to utilize parking spaces for outdoor dining without a fee.
- The Village Manager executed a Temporary License Agreement with the Beer Shop that expired on July 1, 2021. Then on June 19, 2021, the Village Board approved Resolution 21-165 extending the Beer Shop's utilization of parking spaces for outdoor dining, without a fee, through October 31, 2021.
- Since the COVID-19 emergency is still present, this proposed resolution is asking to extend the Beer Shop's utilization of three (3) parking spaces in Village Lot #10. The proposed extension of the Temporary License Agreement is being requested through Thursday, March 31, 2022.
- M. [RES 21-267](#) A Resolution Adopting the Village of Oak Park Multifamily Energy Efficiency Matching Grant Program Guidelines**
- Overview:** On April 19, 2021, the Village Board approved a budget amendment of \$200,000 from the Sustainability Fund to expand CDBG/Sustainability Residential Energy Efficiency Retrofit Grant Fund programs to all residents including homeowners, income-eligible tenants and landlords for the direct benefit to renters.
- N. [RES 21-269](#) A Resolution Adopting the Village of Oak Park Energy Efficiency Small Rental Grant Program Guidelines**
- Overview:** On April 19, 2021, the Village Board approved a budget amendment of \$200,000 from the Sustainability Fund to expand CDBG/Sustainability Residential Energy Efficiency Retrofit Grant Fund programs to all residents including homeowners, income-eligible tenants and landlords for the direct benefit to renters.
- O. [RES 21-276](#) A Resolution Adopting the Village of Oak Park Residential Energy Efficiency Matching Grant Program Guidelines**
- Overview:** On April 19, 2021, the Village Board approved a budget amendment of \$200,000 from the Sustainability Fund to expand CDBG/Sustainability Residential Energy Efficiency Retrofit Grant Fund programs to all residents including homeowners, income-eligible tenants, and landlords for the direct benefit to renters.

XI. Regular Agenda

- P. [ORD 21-67](#) **An Ordinance Providing for a Not-To-Exceed Issuance of \$3,900,000 General Obligation Corporate Purpose Refunding Bonds, Series 2016B, of the Village of Oak Park, Cook County, Illinois, and Providing for the Levy and Collection of a Direct Annual Tax for the Payment of the Principal of and Interest on Said Bonds**

Overview: A Series 2021 not-to-exceed issue of \$3,900,000 will refund Series 2016B. The estimated present value savings from this refunding is \$321,000 over the remaining duration of the bonds. The pricing for the sale of bonds is anticipated to occur on November 15, 2021, with a closing date of December 1, 2021.

- Q. [RES 21-263](#) **A Resolution Approving a Professional Services Agreement With Berry, Dunn, McNeil & Parker, LLC for Independent Facilitator Services Related to the Village Board's Community Safety Goals in an Amount Not to Exceed \$159,250 and Authorizing Its Execution**

Overview: It is requested that the Village Board authorize and approve the execution of the Professional Services Agreement with Berry, Dunn, McNeil & Parker, LLC for independent facilitator services related to the Village Board's community safety goals.

XII. Call to Board and Clerk

XIII. Adjourn