



# 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 15, 2021

6:30 PM

Remote

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**A Regular Meeting is being conducted remotely at 6:30 p.m. with live audio available and optional video. The Village Board is expected to adjourn immediately into Executive Session at 6:30 p.m. and is expected to return to the Regular Meeting at 7:00 p.m. The meeting will be streamed live and archived online for on-demand viewing at [www.oak-park.us/boardtv](http://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](mailto:board@oak-park.us). Questions regarding public comment can be directed to 708-358.5672 or email [clerk@oak-park.us](mailto: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](mailto: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](mailto: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. 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 21-118](#) **Motion to Approve Minutes from Regular Remote Meeting of November 1, 2021 and Special Remote Meeting of November 8, 2021 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. [MOT 21-117](#) **A Motion to Approve a Proclamation for America Recycles Day - November 15, 2021**

Overview: This is a motion to approve Village President Scaman proclaiming November 15th for America Recycles Day.

**XI. Village Manager Reports**

- C. [ID 21-371](#) **Review of the Revised Village Board Meeting Calendars for November and December 2021**

Overview: Calendars are presented for information purposes only. Given that the budget process is underway, additional months are shown to give the Village Board an idea as to how the budget meetings are scheduled.

**XII. Village Board Committees & Trustee Liaison Commission Reports**

*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.*

- D. [ID 21-379](#) **Board & Commission Vacancy Report for November 15, 2021.**

### XIV. Public Hearing

- F. [ID 21-323](#) **Public Hearing on the Fiscal Year 2022 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 public testimony regarding the recommendations. Attached is a copy of the recommended budget for FY22 which contains the consensus of the Finance Committee of the Village Board.

### XV. Second Reading

- G. [ORD 21-88](#) **Second Reading and Adoption 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 the Village's actual costs to administer the Permit Processing Division; and (3) Clarify the Village fee chart by removing obsolete and duplicate fees. A first reading was held during the regular Meeting of the Village Board on November 1, 2021.

### XVI. Consent Agenda

- H. [RES 21-292](#) **A Resolution Approving a Professional Services Agreement With the Oak Park-River Forest Chamber of Commerce to Create a 2021 Holiday Gift Guide for the Benefit of the Oak Park Business Community in an Amount Not to Exceed \$10,000 and Authorizing its Execution**

**Overview:**

In 2021, as part of the American Recovery Plan Act (ARPA) listening sessions, businesses indicated that the Holiday Gift guide would be an important marketing tool this coming holiday season. Village staff is recommending entering into a contract with the Oak Park River Forest Chamber of Commerce to create a 2021 Holiday Gift guide for the benefit of the Oak Park business community.

- I. [RES 21-259](#) **A Resolution Authorizing the Interim Village Manager to Enter into a Memorandum of Understanding with the Illinois Fraternal Order of Police Labor Council for the Purposes of Establishing an Alternate Work Schedule for Police Department Sergeants and Lieutenants**

**Overview:**

This allows the Interim Village Manager to enter into an agreement in the event the Police Department and the Illinois Fraternal Order of Police Labor Council and Sergeants and Lieutenants wish to implement an alternative work schedule in 2022.

- J. [RES 21-260](#) **A Resolution Authorizing the Interim Village Manager to Enter into A Memorandum of Understanding with the Illinois Fraternal Order of Police Labor Council for the Purposes of Establishing an Alternate Work Schedule for Police Department Patrol Officers**

**Overview:**

This allows the interim Village Manager to enter into an agreement in the event the Police Department and the Illinois Fraternal Order of Police Labor Council and Patrol Officers wish to implement an alternative work schedule in 2022.

- K. [RES 21-261](#) **A Resolution Approving a Collective Bargaining Agreement Between the Village of Oak Park and the Service Employees International Union Local 73 for Water and Sewer Employees for the Period of July 1, 2020, through June 30, 2023, and Authorizing Its Execution**

**Overview:**

This is an agreement that covers the employees who work in the Water & Sewer Division in the Public Works Department. This agreement is the result of a wage reopener bargained in 2020 which included a salary freeze for FY21 due to financial uncertainty related to the COVID-19 pandemic.

- L. [RES 21-281](#) **A Resolution Authorizing the Release of the Draft Program Year 2020 Consolidated Annual Performance and Evaluation Report (CAPER) for a Comment Period and Approval Thereafter**

**Overview:**

The Consolidated Annual Performance and Evaluation Report (CAPER) is a HUD-required document that Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) grantees must submit each year. The 2020 program year (PY) ended September 30, 2021, and this Draft PY 2020 CAPER must be released for public comment before it is submitted to HUD on December 30, 2021.

- M.**     [RES 21-285](#)     **A Resolution Approving a Second Amendment to the Independent Contractor Agreement with H&H Electric Co. to Change the Not to Exceed Amount from \$25,000.00 to \$38,000.00 and Authorizing its Execution**
- Overview:**     In February 2021, the Village entered into an agreement with H&H Electric Co. to assist the Village in emergency street lighting repair in the amount of \$15,000.00. The number of emergency repairs has exceeded estimates and the current agreement and first amendment do not contain sufficient funding to complete necessary emergency repairs. Staff request a second amendment to increase the not to exceed amount of the contract to \$38,000.00.
- N.**     [RES 21-286](#)     **A Resolution Authorizing the Purchase of 3,000 Tons of Rock Salt from Compass Minerals America Inc., of Overland Park, Kansas at \$55.97 Per Ton For the 2021/2022 Snow Season in an Amount Not to Exceed \$170,000.00 and Waiving the Village’s Bidding Process for Said Purchase**
- Overview:**     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.
- O.**     [RES 21-290](#)     **A Resolution Approving a Contract with Trine Construction Corp. for Project 21-1, Lemoyne Relief Sewer, in an Amount not to Exceed \$1,610,000 and Authorizing its Execution**
- Overview:**     Competitive bids were opened on October 28, 2021, for the 21-1 Lemoyne Relief Sewer Project. Fourteen contractors picked up bid documents and eleven bids were received. The low responsible bid was submitted by Trine Construction Corp. in an amount of \$1,610,000. The project includes installing a relief sewer on Lemoyne from East Avenue to Edmer Avenue to improve sewer capacity and reduce the occurrences of sewer backups. The Village received a \$500,000 grant for this project from the Metropolitan Water Reclamation District (MWRD). Work is scheduled to start in March of 2022.
- P.**     [RES 21-293](#)     **A Resolution Approving a Task Order for Professional Engineering Services with V3 Companies, Ltd. for Construction Engineering for the Lemoyne Relief Sewer Project 21-1, in an Amount Not To Exceed \$120,640 and Authorizing its Execution**
- Overview:**     The Engineering Division requested a proposal from V3 Companies to provide construction engineering services for the Lemoyne Relief Sewer project. V3 Companies performed the design of the approximately 30-foot deep sewer connection and manhole on this project and has previously provided construction engineering for similar sewer projects in the Village involving deep excavations and complex construction methods and is best qualified to perform this work. Construction management work would start in late 2021 with the majority of the work occurring in the spring of 2022 during actual construction of the sewer project.

- Q. [RES 21-294](#) A Resolution Approving an Amendment to the Independent Contractor Agreement with JLJ Contracting, Inc. to Change the Not-To-Exceed Amount From \$73,450.00 to \$76,400.00 and Authorizing Its Execution**
- Overview:** A change order is needed for the agreement with JLJ Contracting, Inc. for the Elevator/Stair Tower Enclosure Project at the Oak Park River Forest High School Parking Structure due to additional costs to furnish and install a traffic coating coating system at the curb and area surrounding the enclosure.
- R. [RES 21-295](#) A Resolution Approving the Renewal of an Independent Contractor Agreement with Thrive Counseling Center for an Additional One Year Term in an Amount Not to Exceed \$151,500 and Authorizing its Execution**
- Overview:** The Village's current agreement with Thrive Counseling Center expires December 31, 2021. In accordance with section 4 of the current agreement, the Village can renew the agreement for an additional one year period.
- S. [RES 21-300](#) A Resolution Approving a Collective Bargaining Agreement Between the Village of Oak Park and the Illinois FOP Labor Council for Community Service Officers for the Period of January 1, 2021 to December 31, 2023 and Authorizing Its Execution**
- Overview:** This is an agreement that covers employees who work as Community Service Officers in the Police Department. This agreement is the result of a wage reopener bargained in 2020 which included a salary freeze for FY21 due to financial uncertainty related to the COVID-19 pandemic.
- T. [MOT 21-101](#) A Motion to Approve the Bills in the Amount of \$7,139,899.46 from October 8, 2021, through November 2, 2021**
- Overview:** Attached is the regular list of bills paid through the Village's accounts payable (AP) system for the period beginning October 8, 2021, through November 2, 2021.
- U. [MOT 21-115](#) A Motion to Approve the October 2021 Monthly Treasurer's Report for All Funds**
- Overview:** The unaudited October 31, 2021, report is hereby presented pursuant to 65 ILCS 5/3.1-35-45 summarizing the Village's cash and investment balances.
- V. [ID 21-381](#) Monthly Report on Board Goals**
- Overview:** Attached is the twelve-month implementation guide for the Village Board Goals for 2021-2023 updated with a dashboard of the current status of work related to the implementation plan. Pursuant to the adopted Village Board Protocols, a report on the Board Goals is to be included on the consent agenda each month. Staff is preparing this item for the second meeting of each month.

## XVII. Regular Agenda

- W. [RES 21-279](#) **A Resolution Approving an Independent Contractor Agreement with Lakeshore Recycling Systems, LLC for Municipal Trash, Recycling, Food Scrap/Yard Waste, Household Hazardous Waste and Electronics Collection for a Five-Year Term and Authorizing its Execution**

**Overview:**

The Villages waste hauling contract with its current hauler expires on March 31, 2022. A Request for Proposal was advertised for the next contract for these residential waste hauling services. The most favorable proposal was received by Lakeshore Recycling systems, LLC. Proposed is a five-year agreement for these services.

- X. [MOT 21-108](#) **A Motion to Receive the Citizen Police Oversight Committee Semi-Annual Written Report to the Village Board of Trustees**

**Overview:**

Pursuant to Article 30, Section 2-30-2 "Duties" the Citizen Police Oversight Committee (CPOC) shall provide written reports to the Village Board or such standing or ad hoc committee of the Village Board as the Village Board may designate, on a semiannual basis, concerning the Committee's activities and any information and analysis of such information which the committee may have compiled as a result of its activities during the preceding six months.

The CPOC last submitted a semi-annual written report to the Board of Trustees on June 7, 2021 for the period of October 2020 through May 2021.

- Y. [RES 21-301](#) **Concur with the Citizens Police Oversight Committee and Adopt a Resolution Approving Amendments to the Citizens Police Oversight Committee's Procedural Rules**

**Overview:**

The Citizens Police Oversight Committee (CPOC) and Village Staff have made amendments to the CPOC's Procedural Rules which would allow the CPOC to review audio and video recordings related to citizen complaints. Amendments have been made to Article III, Section B.2. and Article VII, Section B inserting language that would allow the CPOC to review such materials and require CPOC members to maintain the confidentiality of identifying information of complainants or officers contained within these materials.

- Z. [RES 21-256](#) **A Resolution Approving the Third Amended And Restated Operating Agreement Between the Village of Oak Park and the Oak Park Economic Development Corporation (Oak Park EDC) and Authorizing its Execution**

**Overview:**

Staff prepared Third Amendment to the Operating Agreement with Oak Park EDC and to the organization's By-Laws to reflect changes to the operating relationship between the Village and Oak Park EDC that have been identified as beneficial improvements and reflect the current economic realities due to the Covid 19 Pandemic.

**AA. [RES 21-266](#) A Resolution Approving the Third Amended and Restated By-Laws of the Oak Park Economic Development Corporation (Oak Park EDC)**

**Overview:**

The Oak Park EDC is requesting that the Village Board approve the Amended By-Laws to reflect changes to the operating relationship between the Village and Oak Park EDC. Also on tonight's agenda is the Amended Operating Agreement between the Village and the Oak Park EDC.

**AB. [ID 21-372](#) Discussion Regarding the Survey Results for the Expenditure of American Rescue Act Funds**

**Overview:**

The Village will receive an allocation of \$38,984,402 under the America Rescue Plan Act which may be used under the following broad categories:

- 1) Replace "lost" revenues
- 2) Support public health expenditures for the ongoing response to COVID-19
- 3) Addressing negative economic impacts caused by the public health emergency
- 4) Health Equity

Within these broad categories are one or more subcategories of eligible expenses. For example, providing grants to businesses or non-profit organizations having financial challenges due to the pandemic would be considered an eligible expense under the "negative economic impact" category. Similarly, offering financial assistance with homelessness and mental health recovery would fall under the "support public health" category.

Thus far, the Village received half of its allocation or \$19,492,201 under the ARPA program. Approximately \$8.6 million of this amount was already used to reimburse the Village for lost revenues for fiscal year 2020 as calculated using the Department of Treasury formula. Additional lost revenues are expected for 2021, 2022, and 2023, however, it is still premature to estimate what lost revenues will be for this and the next two years.

It is important to understand that when ARPA funds are deemed "lost revenues", such classification removes a great deal of the above-referenced spending restrictions surrounding the funds. However, even lost revenue funds may not be spent on paying down debt service, payments towards settlements or lawsuits, or paying down unfunded pension liabilities.

## **XVIII. Call to Board and Clerk**

## **XIX. Adjourn**