



# 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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Tuesday, June 21, 2022

7:00 PM

Remote

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**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](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 5:00 p.m. 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 5:00 p.m. 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 5:00 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 5:00 p.m. 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. [ID 22-205](#) **Motion to Approve Minutes from Regular Remote Meeting of June 6, 2022 and Special Remote Meeting of June 13, 2022 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. Proclamation

- B. [MOT 22-66](#) **A Motion to Approve a Proclamation of Appreciation for Reverend John W. McGivern June 26, 2022**

Overview:

This is a motion to approve Village President Scaman proclaiming June 26, 2022 as appreciation day for Reverend John W. McGivern.

- C. [MOT 22-68](#) **A Motion to Approve a Proclamation Honoring Public Works Director John Wielebnicki on the Occasion of His Retirement.**

Overview:

This is a motion to approve Village President Scaman proclamation honoring Public Works Director Wielebnicki on his retirement.

## VII. Village Manager Reports

- D. [ID 22-203](#) **Oak Park and River Forest High School District No. 200 Presentation on Proposed Athletic Field Renovations**

## VIII. 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.*

## 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.*

- E. [ID 22-206](#) **Board & Commission Vacancy Report for June 21, 2022.**

**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.*

- F. [ID 22-207](#) **Motion to Consent to the Village President's Appointment of:**  
**Aging in Place Commission** - Monika Robinson, Reappoint as Member  
**Community Relations Commission** - Glenn Brewer, Reappoint as Member

**XI. Consent Agenda**

- G. [MOT 22-57](#) **A Motion to Receive the Fiscal Year 2021 Annual Comprehensive Financial Report (ACFR) and Supporting Documents as Reviewed by the Finance Committee on June 13, 2022**
- Overview: On June 13, 2022, the Village Board reviewed and discussed the independent annual audit (ACFR) and related documents such as the communication letters, for the year ending December 31, 2021. This action is the official receipt of the audit by the Village's independent auditing firm, Sikich. Additionally, the Village must file the audit with the State by June 30, 2022.
- H. [MOT 22-58](#) **A Motion to Receive the Fiscal Year 2021 Single Audit Report as Reviewed by the Finance Committee on June 13, 2022**
- Overview: As required by Federal and State granting agencies, any fiscal year the Village expends \$750,000 or more in Federal grant proceeds (which either originate directly from the Federal government or are distributed as a pass-through from the State or County government), a single audit is required. The Single Audit was performed by Sikich LLP at the same time the regular financial audit was completed and must be filed 30 days after the Single Audit is received from the auditor or nine months after fiscal year-end (which would be September 30, 2021), whichever occurs first. The 2021 Single Audit will be officially filed with the Federal Clearinghouse as required.
- I. [MOT 22-45](#) **A Motion to Approve the Bills in the Amount of \$5,812,978.12 from April 22, 2022, through May 27, 2022**
- Overview: Attached is the regular list of bills paid through the Village's accounts payable (AP) system for the period beginning April 22, 2022, through May 27, 2022.
- J. [MOT 22-46](#) **A Motion to Approve the April 2022 Monthly Treasurer's Report for All Funds**
- Overview: The unaudited April 30, 2022, report is hereby presented pursuant to 65 ILCS 5/3.1-35-45 summarizing the Village's cash and investment balances.

- K. [RES 22-129](#) A Resolution Approving a Purchase Price Agreement with Air One Equipment, Inc. for the Purchase of Fire Hose in an Amount Not to Exceed \$47,850 and Authorizing its Execution**
- Overview:** Air One Equipment, Inc. was selected as the vendor for the Fire Department to purchase fire hose as needed during the 2022 fiscal year. Air One Equipment, Inc. produced the lowest bid compared to the results found in Sourcewell's Cooperative Joint Purchasing Program.
- L. [RES 22-130](#) A Resolution Approving Program Year (PY) 2022 Community Development Block Grants (CDBG) Funding Recommendations and Releasing the Draft PY 2022 Action Plan for Public Comment.**
- Overview:** As part of the five-year Program Year (PY) 2020-2024 Consolidated Plan for Housing and Community Development ("Con Plan") that guides decisions for allocating Community Development Block Grant funds, the Village has prepared the draft PY 2022 Action Plan, which includes proposed CDBG activities that the Community Development Citizens Advisory Committee ("CDCAC") recommended and that the Board is now being asked to approve.
- M. [RES 22-134](#) A Resolution Approving the Release of a Mortgage Granted to the Oak Park Residence Corporation in the Amount of \$135,663.00 for the Property Located at 7 Van Buren Street and Authorizing Its Execution**
- Overview:** The Oak Park Residence Corporation (OPRC) mortgaged 7 Van Buren, Oak Park IL 60302, on October 25, 2004, in the amount of \$135,663.00. This mortgage is scheduled for repayment to the Village of Oak Park on October 25, 2024. Community Development Block Grant (CDBG) Revolving Loan Funds were used to mortgage this property in 2004. The Oak Park Residence Corporation is requesting the Village to amend this loan to be utilized as a grant.
- N. [RES 22-140](#) A Resolution Approving the Renewal of the Professional Services Agreement with Alarm Detection Systems, Inc. for Burglar and Fire Alarm System Monitoring and Maintenance for Village-Owned Buildings for a Seven-Month Period in an Amount Not to Exceed \$17,304.36 and Authorizing its Execution.**
- Overview:** The Village's current burglar and fire alarm monitoring and maintenance company is Alarm Detection Systems, Inc. (ADS). ADS provides services for the following Village-owned buildings: Village Hall, Public Works Center, three fire stations, three water pumping stations, three Village-owned parking structures, and the Metra Station. This agenda item is for the renewal of the Professional Services Agreement through the end of Fiscal Year 2022.

- O. [RES 22-155](#) **A Resolution Approving An Agreement for Regulation of Parking of Motor Vehicles and Traffic with the 1120 Club Condominium Association and Authorizing Its Execution**

**Overview:**

The Village currently has permanent easement to ensure public passage of vehicles and pedestrians over the private drive off of Lake Street between 1128 Lake Street and 1120 Lake Street. The permanent easement does not give the Village to enforce parking restrictions on the private drive. The Village negotiated the Agreement for Regulation of Parking of Motor Vehicles and Traffic with the 1120 Club Condominium Association. If approved, the Village will be able to issue parking citations for drivers parked on the private drive where no parking signs are posted.

- P. [RES 22-156](#) **A Resolution Approving a Parking Lot Temporary License Agreement with Careful Peach Boutique for a One-Day Bastille Day Event on July 16, 2022, and Authorizing its Execution**

**Overview:**

This is a Parking Lot License Agreement that would authorize Careful Peach Boutique to use two (2) parking spaces in Lot 10 at the corner of Marion Street and North Blvd for a one-day event on July 16, 2022.

- Q. [RES 22-148](#) **Resolutions Approving Amendments to the Subrecipient Grant Agreements with Various Not-For-Profit Entities which provided Community Development Block Grant - Coronavirus (CDBG-CV) Funds to Raise the Funding Allotted to the Entities by an Additional \$57,515 and Authorizing Execution of the Amendments**

**Overview:**

On May 16, 2022, the Village approved a motion to reallocate \$57,515 in unspent CDBG-CV funding (Business Assistance Loan Program) to CDBG-CV Public Service funding. The reallocation will increase the Public Service funding from \$162,107 to \$219,622. The Village received \$1,259,754 in CDBG-CV funds. In 2020, the Village Board designated \$550,000 of the CDBG-CV funds for the DCS Department to administer a Business Assistance Loan Program to assist Oak Park businesses in the creation and/or retention of jobs for workers with incomes at or below 80% of the AMI for Cook County. This Business Assistance grant program was one of four business assistance programs the board would go on to create. From 2020 through 2021, 84 grant applications were approved and a total of \$492,485 was loaned out to Oak Park businesses as a part of this one specific business assistance program, leaving \$57,515 in unspent program funds.

- R. [RES 22-153](#) A Resolution Approving an Independent Contractor Agreement with Enviroplus, Inc. to Conduct Asbestos Removal and Abatement at the South Fire Station as Part of the South Fire Station Renovations Project in an Amount Not to Exceed \$43,750.00 and Authorizing its Execution**
- Overview:** A recent asbestos survey conducted at the south fire station revealed the presence of asbestos in various areas inside the south fire station. Pending approval of the Village Board, asbestos removal and abatement would be completed by a certified asbestos removal contractor as part of the South Fire Station Bunk Room, Locker Room, and Restroom Renovations Project.
- S. [RES 22-154](#) A Resolution Approving a Purchase Price Agreement with The Terramar Group, Inc. d/b/a Fleet Safety Supply for Emergency Lighting and Sound Equipment for Vehicles in an Amount Not to Exceed \$55,000.00 and Authorizing its Execution**
- Overview:** The Fleet Services Division of the Public Works Department is responsible for equipping Village vehicles and equipment with emergency lighting and sound equipment. The division annually seeks competitive bids for this equipment. The low responsive bidder for the 2022 purchases is the Terramar Group, Inc. d/b/a Fleet Safety Supply.
- T. [RES 22-161](#) A Resolution Approving an Extension of an Agreement for the Operation and Maintenance of a Station Facility Located Between Harlem Avenue and Marion Street between the Commuter Rail Division of the Regional Transportation Authority (Metra) and the Village of Oak Park Through December 31, 2022, and Authorizing its Execution**
- Overview:** The Agreement between the Village of Oak Park and Metra for the Operation and Maintenance of the Oak Park Metra Station expired on March 5, 2021. This item will formally allow the Village and Metra to continue to operate under the same lease terms on a month-to-month basis until a successor agreement is approved.
- U. [RES 22-166](#) A Resolution Approving a Memorandum of Understanding Between West Suburban Municipalities and Cross-Community Climate Collaborative and Authorizing its Execution**
- Overview:** President Scaman requested that this item be placed on the agenda for consideration by the Board. The Memorandum of Understanding creates a collaboration between west suburban municipalities, including Oak Park, to promote sustainability goals.

- V. [ORD 22-47](#) **Concur with the Zoning Board of Appeals' Recommendation and Adopt an Ordinance Granting a Special Use Permit to Operate a Massage Service Establishment at 1041 Chicago Avenue**

**Overview:**

The applicant is requesting a special use permit to operate a massage service establishment in an existing mixed-use building on Chicago Avenue. The applicant has been in business for several years at another location in Oak Park. The Zoning Board of Appeals held a public hearing for the request.

- W. [ORD 22-48](#) **Concur with the Zoning Board of Appeals' Recommendation and Adopt an Ordinance Granting a Special Use Permit to Operate a Reception/Banquet Facility at 6435 North Avenue for a One-Year Period**

**Overview:**

The applicant is requesting a special use permit for a reception/banquet facility within a multi-tenant building. The use of the facility will be shared with a church and will have limited hours of operation.

- X. [ORD 22-49](#) **An Ordinance Granting an Extension of the Waiver and Suspension of the Right of Way Obstruction Permit Fee and Parking Obstruction Fee for the Planned Development at 261 Washington Boulevard.**

**Overview:**

Due to site constraints and to maintain safe and passable conditions for pedestrians and vehicles on Washington Boulevard throughout construction, Village Parking Lot 46E is needed to ensure construction traffic has adequate ingress/egress to/from the rear of the development site. Staff recommends the Village extend the waiver and suspension of the Right of Way Obstruction Permit Fee and Parking Meter Obstruction Fee from July 1, 2022, through September 30, 2022.

## XII. Regular Agenda

## XIII. Call to Board and Clerk

## XIV. Adjourn