



Village of Oak Park

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

Meeting Minutes

President and Board of Trustees

Monday, July 18, 2016

7:00 PM

Village Hall

I. Call to Order

Village President Abu-Taleb called the meeting to order at 7:00 P.M.

II. Roll Call

Present: 6 - Village Trustee Brewer, Village Trustee Button Ott, Village Trustee Lueck, Village Trustee Salzman, Village Trustee Tucker, and Village President Abu-Taleb

Absent: 1 - Village Trustee Barber

III. Consideration of Motion to Adjourn to Executive Session to Discuss Potential Litigation and Personnel.

It was moved by Village Trustee Button Ott, seconded by Village Trustee Brewer, to enter into Executive Session pursuant to 5 ILCS 120/2(c)(11) - potential litigation and 5 ILCS 120/2(c)(1) - personnel. The motion was approved. The roll call on the vote was as follows:

AYES: 6 - Village Trustee Brewer, Village Trustee Button Ott, Village Trustee Lueck, Village Trustee Salzman, Village Trustee Tucker, and Village President Abu-Taleb

NAYS: 0

ABSENT: 1 - Village Trustee Barber

V. Reconvene to Regular Meeting in Council Chambers and Call to Order

The Regular Meeting reconvened at 7:32 P.M.

VI. Roll Call

Present: 6 - Village Trustee Brewer, Village Trustee Button Ott, Village Trustee Lueck, Village Trustee Salzman, Village Trustee Tucker, and Village President Abu-Taleb

Absent: 1 - Village Trustee Barber

VII. Agenda Approval

It was moved by Village Trustee Tucker, seconded by Village Trustee Brewer, to approve the agenda. A voice vote was taken and the motion was approved.

VIII. Minutes

- A. [MOT 16-091](#) Motion to Approve Minutes for July 5, 2016 Regular Meeting and July 11, 2016 Special Meeting of the Village Board.

It was moved by Village Trustee Tucker, seconded by Village Trustee Button Ott, to approve the minutes. A voice vote was taken and the motion was approved.

IX. Non-Agenda Public Comment

Chris Donovan. Mr. Donovan discussed how TIF dollars are being spent.

Karen Anillo. Ms. Anillo spoke about the compromised safety on the 1200 block of Euclid Avenue due to the high volume of traffic .

Anne Kellman. Ms. Kellman, a former member of the Housing Programs Advisory Committee, expressed concern regarding how grant recipient voting is being conducted by the current membership of that committee.

X. Proclamation

B. [ID 16-228](#) Motion to Approve Proclamation In Recognition of the OPRF High School Varsity Softball Team

Village President Abu-Taleb, assisted by Village Clerk Powell, read the Proclamation aloud.

It was moved by Village Trustee Button Ott, seconded by Village Trustee Brewer, that this Proclamation be adopted. A voice vote was taken and the motion was approved.

XI. Village Manager Reports

C. [ID 16-223](#) Commercial Business District Presentation - Mike Fox, The Playhouse

Mr. Fox spoke about the history and renovation of The Playhouse, located at 1111 South Boulevard. Upon completion of the renovation, The Wild Onion restaurant and brewery will occupy this location.

XII. Village Board Committees

There was nothing to report.

XIII. Citizen Commission Vacancies

D. [ID 16-227](#) Board and Commission Vacancy Report for July 18, 2016.

There were no comments.

XIV. Citizen Commission Appointments, Reappointments and Chair Appointments

E. [MOT 16-092](#) Citizen Police Oversight Committee - Albert Berry, Appoint as Chair Community Design Commission - Cindy Wong, Appoint as Member Community Relations Commission - Annemarie Kill, Appoint as Member Environment & Energy Commission - Thomas Cmar, Appoint as Member Public Art Advisory Commission - Liz Holt, Reappoint as Member Zoning Board of Appeals - Michael J. Quinn, Reappoint as Chair

It was moved by Village Trustee Brewer, seconded by Village Trustee Salzman, that this Motion be approved. A voice vote was taken and the motion was approved.

XV. Second Reading

F. [ORD 16-088](#) Second Reading and Adoption of an Ordinance Amending Chapter 12 ("Housing") and Chapter 13 ("Human Rights") of the Oak Park Village Code for the Purpose of Implementing Performance Based Multi-Family Rental Licensing and Inspections

Village Manager Pavlicek stated that changes to the text discussed during the First Reading have been incorporated. Village President Abu-Taleb commented that the Board received a letter from local realtors thanking them and staff for trying to make it easier for landlords of multi-units to operate in Oak Park.

Neighborhood Services Manager Drew Williams-Clark gave an overview of the amendments to the ordinance.

It was moved by Village Trustee Button Ott, seconded by Village Trustee Tucker, that this Ordinance be adopted. The motion was approved. The roll call on the vote was as follows:

AYES: 6 - Village Trustee Brewer, Village Trustee Button Ott, Village Trustee Lueck, Village Trustee Salzman, Village Trustee Tucker, and Village President Abu-Taleb

NAYS: 0

ABSENT: 1 - Village Trustee Barber

XVI. Consent Agenda

To address the public comment concerning Item S, Village Trustee Tucker noted that the minutes of the HPAC meeting in the Board packets provide details regarding the grant recipient voting process. He added that the minutes are unapproved and asked why. Village Manager Pavlicek could not provide an answer but suggested that the Item be deferred to the August 1 meeting in order for her to get that information. Mr. Williams-Clark clarified that the committee has not met since that meeting to approve the minutes. It is standard practice to only make minutes public after they have been approved. There was a discussion regarding the grant selection process. Mr. Williams-Clark agreed to look at possible modifications to that prior to next year's voting.

Approval of the Consent Agenda

It was moved by Village Trustee Lueck and seconded by Village Trustee Tucker to approve the items under the Consent Agenda. The motion was approved. The roll call on the vote was as follows:

AYES: 6 - Village Trustee Brewer, Village Trustee Button Ott, Village Trustee Lueck, Village Trustee Salzman, Village Trustee Tucker, and Village President Abu-Taleb

NAYS: 0

ABSENT: 1 - Village Trustee Barber

G. [RES 16-226](#) A Resolution Approving an Independent Contractor Agreement with

Midway Building Services, Ltd. for Village Wide Litter Pick Up Services in an Amount not to Exceed \$65,000.00 for a One Year Term and Authorizing its Execution

This Resolution was adopted.

- H. [ORD 16-087](#) Concur with the Plan Commission's Recommendation and Adopt an Ordinance Granting a Special Use Permit for a Major Planned Development for a Mixed Use Multiple Story Development with Residential, Commercial and Parking at the Property located at 702-708 Lake Street and 139-147 North Euclid Avenue.

This Ordinance was adopted.

- I. [MOT 16-083](#) A Motion to Refer to the Zoning Board of Appeals for Public Hearing a Zoning Ordinance Text Amendment Application filed by Unity Temple Unitarian Universalist Congregation to Authorize as a Permitted Use an Ancillary Church, Mosque or Temple Building to be Used for Recreational, Administrative and Group Activities

This Motion was approved.

- J. [MOT 16-084](#) A Motion to Refer to the Zoning Board of Appeals for Public Hearing a Special Use Permit Application to operate an Indoor Health, Athletic, Recreation and Amusement Facility in the B-4 Downtown Business District located at 1140 Lake Street (Rear)

This Motion was approved.

- K. [MOT 16-085](#) A Motion to Concur with the Transportation Commission's Recommendation to Adopt a School Traffic Plan for St. Catherine/St. Lucy School Located at 27 Washington Boulevard

This Motion was approved.

- L. [RES 16-266](#) A Resolution Approving The Final Program Year 2016 Action Plan for Community Development Block Grant and Emergency Solutions Grant Activities

This Resolution was adopted.

- M. [RES 16-267](#) A Resolution Approving a Contract with Crowley Sheppard Asphalt, Inc. for Project 16-15, Resurfacing of Various Streets, in an Amount not to Exceed \$2,025,000.00 and Authorizing its Execution

This Resolution was adopted.

- N. [RES 16-268](#) A Resolution Approving a Contract with Alliance Contractors, Inc. for Project 16-11, Driveway and Parking Garage Repairs at Oak Park Village Hall, in an amount not to exceed \$650,000.00 and Authorizing its Execution

This Resolution was adopted.

- O. [RES 16-269](#) A Resolution Approving a Professional Services Agreement with Desman, Inc., for Professional Engineering Services for the Village Hall Basement Parking Garage Restoration Project in an Amount not to Exceed \$31,800.00 and Authorizing its Execution

This Resolution was adopted.

- P. [RES 16-270](#) A Resolution Approving a Contract with Cerniglia Co. for Project 16-17, Water and Sewer Main Improvements, in an Amount not to exceed \$1,589,583.00 and Authorizing its Execution

This Resolution was adopted.

- Q. [RES 16-274](#) A Resolution Authorizing the Submission of a 2016 Federal Surface Transportation Program Grant Application for the Lake Street Streetscape and Resurfacing Project

This Resolution was adopted.

- R. [RES 16-276](#) A Resolution Approving a License Agreement Between the Park District of Oak Park and the Village of Oak Park for a Bicycle Sharing Station at the Ridgeland Common Recreation Complex and Authorizing its Execution

This Resolution was adopted.

- S. [RES 16-265](#) Resolutions Awarding Multi Family Housing Incentives Grants and Authorizing the Execution of Marketing Services Agreements

1. MSA 1601-G with \$9,000.00 grant
2. MSA 1602-G with \$5,000.00 grant
3. MSA 1604-G with \$10,000.00 grant
4. MSA 1606-G with \$10,000.00 grant
5. MSA 1607-G with \$10,000.00 grant
6. MSA 1608-G with \$10,000.00 grant
7. MSA 1613-G with \$10,000.00 grant
8. MSA 1616-G with \$10,000.00 grant
9. MSA 1617-G with \$10,000.00 grant
10. MSA 1618-G with \$10,000.00 grant
11. MSA 1620-G with \$10,000.00 grant
12. MSA 1624-G with \$10,000.00 grant
13. MSA 1626-G with \$10,000.00 grant
14. MSA 1635-G with \$10,000.00 grant
15. MSA 1639-G with \$9,000.00 grant
16. MSA 1642-G with \$7,000.00 grant

This Resolution was adopted.

- T. [RES 16-273](#) **A Resolution Approving an Amendment to the Project Budget for the Construction of the Public Portion of the Parking Garage at 150 Forest Avenue and the Use of Owner Contingency for Change Orders with a net savings of \$13,092.76 to the Project Budget.**
- This Resolution was adopted.
- U. [MOT 16-090](#) **Motion to Approve the Bills in the Amount of \$4,212,807.22 from June 17, 2016 through July 14, 2016**

XVII. Regular Agenda

- V. [ID 16-230](#) **Discussion Regarding the Letter of Intent between the Village of Oak Park and the Illinois Department of Transportation for the Eisenhower Expressway (I-290) Reconstruction Project**
- Village Manager Pavlicek noted that staff has prepared the final draft of the Letter of Intent to the Illinois Department of Transportation. The Board will not take action on this until August 1 in order to allow for two weeks to review the information.
- Chris Donovan. Mr. Donovan spoke in opposition to the expanded decking portion of the project.
- Adrian Fisher. Ms. Fisher expressed concern that the INVEST guidelines were not mentioned in the draft Letter of Intent.
- Rick Kuner. Mr. Kuner discussed extension of the Blue Line and the importance of rail service in Oak Park. He also discussed bus service and the CSX right-of-way as well as potential effects of restricting traffic at Garfield.
- Village Trustee Salzman asked for a summary of next steps. Village Manager Pavlicek stated that there are some minor technical modifications that can be incorporated into the Letter of Intent. If the Board has other areas that they would like staff to delve into further such as the INVEST plan, they can be included in the adopting resolution that becomes part of the record that goes to the Federal Highway Administration. IDOT is also working with other communities and the entire submittal will happen in early 2017. The Board and staff will take a break from these discussions, although staff will be preparing for the Intergovernmental Agreement, which comes forward in approximately two years. The Board will need to discuss the five-year Capital Improvement Plan and staffing allocations. The Village will begin to be more proactive regarding the vibration issue and also do a survey regarding the expanded bridge decking. Long term financial planning and some sustainability questions will need to come forward in those next 24 months.
- W. [MOT 16-088](#) **A Motion to Accept Staff's Recommendation to Maintain the Valet Parking Services Agreement with SP Plus Corporation to Operate a Universal Valet Parking Program in the Downtown Oak Park Area with a Follow-up Report in Six Months.**
- Village Manager Pavlicek stated that this Item is the four month review of the universal valet program in Downtown Oak Park requested by the Board in February. Staff is recommending that the Board does not provide direction to terminate the current contract but continue with the services provided through calendar year-end and come back with a

report in January. She added that this has to do with positive responses about the program and the continued construction downtown.

Dr. Makis Limperis. Dr. Limperis spoke about the tremendous difference this program has made for his patients and that they would be unable to get to his office without the service.

Dr. Gene Reisinger. On behalf of the doctors and tenants at 1122-26 Westgate, Dr. Reisinger thanked the Board for implementing valet service. He also noted that there are so many cars in the alley that their garbage is not getting picked up and asked if something can be done.

Max Austin-Williams. On behalf of the DTOP Board of Directors, Mr. Austin-Williams expressed support for the program. He added that they are getting positive responses from their merchants, who were initially less than enthused about it.

Director of Parking and Mobility Services Jill Velan answered questions from the Board.

It was moved by Village Trustee Brewer, seconded by Village Trustee Tucker, that this Motion be approved. The motion was approved. The roll call on the vote was as follows:

AYES: 6 - Village Trustee Brewer, Village Trustee Button Ott, Village Trustee Lueck, Village Trustee Salzman, Village Trustee Tucker, and Village President Abu-Taleb

NAYS: 0

ABSENT: 1 - Village Trustee Barber

- X.** [RES 16-261](#) A Resolution Approving a Software License and Services Agreement with Bellefeuil, Szur & Associates, Inc. for an Enterprise Resource Planning System in an Amount not to Exceed \$575,660 and Authorizing its Execution

Village Manager Pavlicek stated that staff has gone through a competitive solicitation process for a financial software system for the Village of Oak Park which is often referred to as Enterprise Resource Planning System, or ERP. The Village currently uses three primary products: PeopleSoft, which handles the majority of the general ledger and accounting functions, an outdated cashier system called Core and a utility billing system for water and sewer called MSI, which is also outdated and beyond its useful life. After going through the competitive process, staff is recommending BS&A. Most of these expense would fall into FY 2017. If staff is able to move forward at this time, the goal would be to transfer all general ledger activities the first quarter of 2017. Budgeting would not come on until later that year and affect the FY18 budget. Village Manager Pavlicek noted that there is a sequence and order to this that would be a significant investment on staff's time. However, the end result will improve transparency, reporting and information that is provided regarding finances and activities.

Chief Financial Officer Steve Drazner reiterated Village Manager Pavlicek's comments and added that this would make operations in the Finance Department more efficient. Although it will be a large investment of time and money, it will be worthwhile overall. In response to Village Trustee Salzman's question regarding what this will encompass, Mr. Drazner clarified that the system will consolidate all those functions. He noted that payroll is a separate item within this agreement and could be purchased upfront or added later on. Payroll is currently outsourced but this could bring it back in-house.

Village Manager Pavlicek commented that staff is recommending that it be brought back

in-house; the consistent practice of comparable communities is having payroll within the ERP system. It will not be the first module implemented so the Board can defer that decision.

Village Trustee Lueck asked if there would be a savings by doing payroll in-house. Mr. Drazner stated that ADP is costing the Village approximately \$250,000 per year. Payroll can be assigned to the Finance Department's new Office Manager position. He noted that even though payroll is outsourced, much of the work is still being done in-house. Village Manager Pavlicek confirmed that and agreed that all payroll functions should be done in-house. However, if the Board's decision is to keep it outsourced, she and Mr. Drazner believe that they should go out to bid and not renew the contract with ADP. She discussed the Office Manager position and noted that it was created partly to handle ADP issues. Mr. Drazner noted that there is a great deal of data entry required prior to implementation of the payroll module and it would be beneficial to purchase that now while ADP is still generating payroll.

Village Trustee Brewer asked how big of an overlap would be needed between the end of the ADP contract and when the new payroll software is ready for use. Mr. Drazner estimated three to six months.

It was moved by Village Trustee Salzman, seconded by Village Trustee Tucker, that this Resolution be adopted. The motion was approved. The roll call on the vote was as follows:

AYES: 6 - Village Trustee Brewer, Village Trustee Button Ott, Village Trustee Lueck, Village Trustee Salzman, Village Trustee Tucker, and Village President Abu-Taleb

NAYS: 0

ABSENT: 1 - Village Trustee Barber

XVIII. Call to Board and Clerk

Village Clerk Powell spoke about a discussion of the book "Between the World and Me". She also urged residents to attend tomorrow's discussion in the Veteran's Room of the Oak Park Library regarding the future of integration at 7:00 P.M.

Village Trustee Lueck discussed hearing some little known information regarding Earnest Hemingway on public radio. Oak Park was mentioned several times during the segment.

Village President Abu-Taleb said hello to Oak Park resident Danny Wass, who visited him today at Village Hall with his father.

XIX. Adjourn

It was moved by Village Trustee Tucker, seconded by Village Trustee Brewer, to adjourn. A voice vote was taken and the motion was approved. Meeting adjourned at 9:04 P.M., Monday, July 18, 2016.

Respectfully Submitted,

**MaryAnn Schoenneman
Deputy Village Clerk**