



Village of Oak Park

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

Meeting Minutes

President and Board of Trustees

Monday, November 5, 2018

6:30 PM

Village Hall

I. Call to Order

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

II. Roll Call

Present: 5 - Village Trustee Taglia, Village President Abu-Taleb, Village Trustee Tucker, Village Trustee Boutet, and Village Trustee Andrews

Absent: 2 - Village Trustee Button, and Village Trustee Moroney

III. Consideration of Motion to Adjourn to Executive Session to Discuss Collective Bargaining and Litigation.

It was moved by Village Trustee Andrews, seconded by Village Trustee Boutet, to enter into Executive Session pursuant to 5 ILCS 120/2(c)(2) - collective bargaining and 5 ILCS 120/2(c)(11) - litigation. The motion was approved. The roll call on the vote was as follows:

AYES: 5 - Village Trustee Taglia, Village President Abu-Taleb, Village Trustee Tucker, Village Trustee Boutet, and Village Trustee Andrews

NAYS: 0

ABSENT: 2 - Village Trustee Button, and Village Trustee Moroney

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

The Regular Meeting reconvened at 7:31 P.M.

VI. Roll Call

Present: 6 - Village Trustee Button, Village Trustee Taglia, Village President Abu-Taleb, Village Trustee Tucker, Village Trustee Boutet, and Village Trustee Andrews

Absent: 1 - Village Trustee Moroney

VII. Agenda Approval

Village Manager Pavlicek commented that there was a request to table Item H to the November 19 meeting.

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

VIII. Minutes

- A. [MOT 18-404](#) **Motion to Approve Minutes from the October 15, 2018 Regular Meeting and October 29, 2018 Special Meeting of the Village Board.**

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

IX. Non-Agenda Public Comment

Jane Miller. Ms. Miller spoke about the people from around the world who have utilized the Visitors Center. She believes it provides a valuable service to the Village, despite the availability of digital technology.

Chris Donovan. Mr. Donovan discussed a flyer that was distributed regarding Madison Street and how the developer was chosen.

X. Village Manager Reports

- B. [ID 18-1002](#) **Review of the Village Board Meeting Calendars for November and December 2018.**

Village Manager Pavlicek referred to the calendars November and December. She stated that the first meeting in January will most likely be January 7.

- C. [ID 18-1008](#) **Presentation of Quarterly Financial Report as of September 30, 2018**

Chief Financial Officer Steve Drazner gave an overview of quarterly and year-to-date revenues and expenditures as of September 30. He commented that liquor tax and real estate transfer tax revenues will exceed budget. Utility tax revenue will miss budget by approximately \$100,000 most likely due to reduced use of landlines. Income tax revenues will miss budget by approximately \$300,000, as the state has reduced the Village's distribution by 10%. He believes part of the reason for that is because the state has collected less income tax overall. Regarding expenditures, Mr. Drazner does not foresee anything that would significantly exceed the budget. However, he believes that the budgeted revenue from the Water and Sewer Fund will fall short approximately \$700,000 to \$800,000. Mr. Drazner answered questions from the Board.

Director of Public Works John Wielebnicki spoke about reconciliation of the Water and Sewer Fund, which will include monthly meter readings. In addition, a number of large leaks have been identified. He answered questions from the Board.

XI. Village Board Committees

There was nothing to report.

XII. Citizen Commission Vacancies

- Y. [ID 18-1009](#) **Board and Commission Vacancy Report for November 5, 2018.**

There were no comments.

XIII. Citizen Commission Appointments, Reappointments and Chair Appointments

There were no appointments or reappointments.

XIV. Public Hearing

D. [ID 18-969](#) Public Hearing on the Fiscal Year 2019 Recommended Budget

Village Attorney Paul Stephanides stated that Notice of the Public Hearing was published as required by Section 2-6-5 of the Village Code in the Wednesday Journal on October 24, 2018.

Village Manager Pavlicek thanked staff for the work and time put into this. The Board has had a number of meetings and will have several more addressing the budget. A Truth in Taxation Public Hearing is held in the event of a 5% or more tax levy increase. Because that level of increase is not being recommended, there will be no Truth in Taxation Public Hearing scheduled.

Mr. Drazner stated that per State Statute, the Village is required to hold at least one Public Hearing prior to the Board adoption of the budget in December. He gave an overview of the Fund structure of the Village. Projected revenue is approximately \$154 million and expenditures \$173 million. He gave a breakdown of where the revenues come from and another of what the expenditures go towards. According to policy, the General Fund balance should be between 10% to 20% of the current years operating expenditures. Of this amount, 60% should be cash. The current Fund Balance is \$11.6 million. He discussed the Enterprise Funds, which are supported by user fees. All show a surplus for 2019. The Parking Fund shows a surplus as well. Mr. Drazner described the Capital Fund Budget. These include the Building, Equipment, Fleet and Capital Improvement Fund. These are budgeted at a total of \$24 million for next year. He noted that \$11 million of that is for the Lake Street project. The Village's tentative Property Tax Levy will be approximately \$32.9 million. The Village levys on behalf of the Library as well, which is expected to be \$9.4 million. This is an increase of 3.5% over the current year. He described the tax levy allocation and the percentage going to each Oak Park taxing body. He gave an overview of the budget process. Staff is hoping that the budget is adopted on December 3.

Village Trustee Boutet requested information regarding transfers from the Enterprise Funds and a narration of those transfers. She also wanted a better understanding of contractual services and what they are being spent on.

Mr. Drazner answered questions from the Board.

Village President Abu-Taleb asked if there were any questions or comments from the public.

Kitty Conklin. Ms. Conklin asked where the \$20 million in expenditures over revenue is coming from.

Jane Miller. Ms. Miller asked if the percentage of the budget going to staff salaries includes pensions.

It was moved by Village Trustee Tucker, seconded by Village Trustee Button, to adjourn the Public Hearing. A voice vote was taken and the motion was approved.

The Public Hearing was adjourned.

It was moved by Village Trustee Andrews, seconded by Village Trustee Tucker, to call to order the Public Hearing on the Fiscal Year 2019 Recommended

Budget. A voice vote was taken and the motion was approved.

XV. First Reading

E. [ORD 18-438](#) **First Reading of an Ordinance Amending Chapter 18 (“Business Licensing”), Article 2 (“Fee Schedule”) of the Oak Park Village Code Regarding Temporary Food Establishment and Mobile Food License Fees**

Public Health Director Mike Charley described the three proposed fee changes. Staff is recommending a \$100 per event fee for temporary food vendors, which is currently an annual fee of \$100. This is commensurate with staff time and consistent with other communities. Staff is also recommending a late fee for event applications submitted within ten days of an event. Lastly, due to the state's change in mobile food establishment inspection laws, staff will be required to inspect them two to three times a year instead of once. In addition, the Village will be required to classify them by IDPH risk category. Fee increases will be based upon which risk category they are assigned. Again, the fee is commensurate with staff time and other costs.

Village Trustee Button commented that the fees for food trucks seem high, as well as the late fee.

Village Trustee Taglia supports covering the Village's costs as a good business practice.

Village Trustee Boutet agreed with Village Trustee Button. She supports keeping the fees as low as possible to encourage vibrancy and participation. She would like to know the impact to the vendors.

Village Trustee Andrews supports lower fees but higher punitive measures if the food trucks are out of compliance with health codes upon inspection. He also would like input from the food truck vendors.

Village President Abu-Taleb reminded his colleagues that this is a public health issue and they should be respecting the research done by Mr. Charley.

F. [ORD 18-448](#) **First Reading of an Ordinance Establishing the Annual Building and Construction Permit Fees and the Zoning Application Fees of the Village of Oak Park**

Chief Building Official Steve Cutaia gave a summary of changes, descriptions and language clarification. Changes to fees are minimal and most of this is minor cleanup.

G. [ORD 18-440](#) **First Reading of An Ordinance Amending Chapter 20 (“Public Health”), Article 7 (“Garbage, Weeds and Littering”) and Chapter 26 (“Water”), Article 2 (“Charges and Collections”), Section 26-2-2 (“Meter Charges”) of the Oak Park Village Code Regarding Rates for Garbage, Refuse, Yard Waste and Recyclable Materials Collection Services**

Director of Public Works John Wielebnicki discussed factors that go into setting rates. Waste Management's contract incorporates a 2.5% increase for 2019. To account for that, rates for 96-gallon carts will increase by 3% and the 64-gallon carts will increase by 6%. Staff is considering freezing the compost rate and raising the yard waste and refuse sticker rates to encourage composting. There will be enhanced enforcement of violations for overflowing garbage to encourage compliance as well. An alley fee will be added for multi-family homes and businesses.

There was a discussion regarding understanding costs before implementing fee changes.

XVI. Consent Agenda

- H. [ORD 18-441](#) Concur with the Zoning Board of Appeals' Recommendation and Adopt an Ordinance Granting a Special Use Permit to Operate a Day-Care Center at 408 S. Oak Park Avenue

This Ordinance was tabled.

Approval of the Consent Agenda

It was moved by Village Trustee Boutet 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 Button, Village Trustee Taglia, Village President Abu-Taleb, Village Trustee Tucker, Village Trustee Boutet, and Village Trustee Andrews

NAYS: 0

ABSENT: 1 - Village Trustee Moroney

- I. [ORD 18-442](#) An Ordinance Authorizing the Sale of Surplus Vehicles and Equipment Owned by the Village of Oak Park

This Ordinance was adopted.

- J. [RES 18-1008](#) A Resolution Approving a Funding Grant Agreement between the Village of Oak Park and the TCB Oak Park LLC in the Amount of \$500,000 for the Redevelopment of a Vacant Lot at 809 S. Oak Park Ave., Oak Park, Illinois and Authorizing Its Execution as Directed at the September 25, 2017 Special Meeting

This Resolution was adopted.

- K. [RES 18-1009](#) A Resolution Approving a Parking Lot Temporary License Agreement with Joseph Dombrowski and Authorizing Its Execution

- L. [RES 18-1011](#) A Resolution Approving an Amendment to the Independent Contractor Agreement Between the Village of Oak Park and Oak Brook Mechanical Services, Inc. to Provide Emergency Repairs and Planned HVAC Work in an Amount not to Exceed \$30,000.00 in Fiscal Year 2018 and Authorizing its Execution

This Resolution was adopted.

- M. [RES 18-1013](#) A Resolution Authorizing the Purchase of 4,200 Tons of Rock Salt from Compass Minerals America Inc. of at \$44.41 Per Ton for the 2018/2019 Snow Season in an Amount Not To Exceed \$186,522.00 through the State

of Illinois Joint Purchase Program and Waiving the Village's Bidding Process for Said Purchase

This Resolution was adopted.

- N. [RES](#)
 [18-1014](#) A Resolution Approving a Subrecipient Grant Agreement between the Village of Oak Park and the Oak Park Housing Authority in the Amount of \$120,000 in Community Development Block Grant Funds to Rehabilitate the Structures Located at 324-326 North Austin Boulevard and Authorizing its Execution

This Resolution was adopted.

- O. [RES](#)
 [18-1015](#) A Resolution Approving an Independent Contractor Agreement with NAFISCO, Inc. to Furnish and Install Parking Regulation Signs for the Parking Pilot Program Area in an Amount not to Exceed \$150,000 and Authorizing its Execution

This Resolution was adopted.

- P. [RES](#)
 [18-1016](#) A Resolution Authorizing the Submission of an Illinois Safe Routes to School Program Grant Application for Intersection Crossing Improvements at Various Locations in the Village of Oak Park

This Resolution was adopted.

- Q. [RES](#)
 [18-1021](#) A Resolution Approving a Contract with Trine Construction Corp. for Project 19-1, Lake Street Sewer and Water Main Improvements, in an Amount not to Exceed \$1,862,000 and Authorizing its Execution

This Resolution was adopted.

- R. [RES](#)
 [18-1022](#) A Resolution Approving a Professional Services Agreement with TranSystems Corporation for Phase III Construction Engineering for the Lake Street Improvement Projects in an Amount Not To Exceed \$1,464,930 and Authorizing its Execution

This Resolution was adopted.

- S. [RES 18-978](#) A Resolution Approving a Construction Agreement with The Baltimore & Ohio Terminal Railroad Company for Construction of the Bridge Rehabilitation Project Over the Railroad's Property in an Amount Not to Exceed \$35,162 and Authorizing its Execution

This Resolution was adopted.

- T. [MOT 18-400](#) A Motion to Approve the Bills in the Amount of \$2,437,238.99 from October 5, 2018 through October 24, 2018

This Motion was approved.

- U. [MOT 18-398](#) **A Motion to Approve the Unaudited Year-to-Date Quarterly Financial Report as of September 30, 2018**
This Motion was approved.
- Z. [ORD 18-444](#) **An Ordinance Approving an Intergovernmental Cooperation Lease Agreement between the Village of Oak Park and the Park District of Oak Park for the Lease of Barrie Center and Authorizing its Execution**
This Ordinance was adopted.

XVII. Regular Agenda

Village Manager Pavlicek commented that the next two Items, V and W, pertain to the Village entering into an agreement to receive Federal funding and for the State to bid the project. Village Engineer Bill McKenna's presentation will cover both Items.

Shanan Williams, Executive Director of Downtown Oak Park. Ms. Williams asked the Board to take into consideration the effect the Lake Street project will have on local businesses. She discussed a construction mitigation plan that was submitted to Village staff.

Jim August, President of Hemingway Business District. Mr. August urged the Board to review and approve the construction mitigation plan that covers the Downtown, Hemingway and Pleasant Business Districts. He discussed revenue loss; some businesses may not survive.

Village Engineer Bill McKenna presented a history of the streetscaping project for Lake Street and what modifications have been made to the original proposal. The current estimate for the complete project is approximately \$14.95 million. It is scheduled for January bidding by the State; work would commence in late winter or early spring. He discussed a timeline for street closures with an attempt to minimize effects on businesses and residents. However, avoiding inconvenience altogether will be impossible.

The water and sewer project will begin in the Hemingway District, from Oak Park to Euclid. It is expected to last about two months. Some night work is planned when full closure of the street is necessary. Utility work will continue west. The underground project is expected to be completed by late April or early May.

The next phase of the project will be Federally funded streetscape in Downtown Oak Park. Lake Street between Harlem and Marion and Marion to Forest will be closed. Work will continue all summer. Staff is working in collaboration with the Albion construction schedule.

Construction between Forest and the Library will move at a quicker pace. That will occur in August and September.

Streetscape in the Hemingway District will commence in the fall of 2019 and proceed east. The project should be completed by Thanksgiving 2019.

Mr. McKenna discussed driveway staging plans for churches and other businesses.

Village Trustee Andrews expressed concern regarding the amount of bluestone. He does not like the material. Mr. McKenna stated that the bluestone is limited to a section from

This Motion was approved.

AYES: 5 - Village Trustee Button, Village Trustee Taglia, Village Trustee Tucker, Village Trustee Boutet, and Village Trustee Andrews

NAYS: 0

ABSENT: 1 - Village Trustee Moroney

ABSTAINED: 1 - Village President Abu-Taleb

XIX. Call to Board and Clerk

Village President Abu-Taleb rejoined the Meeting.

Village Clerk Scaman commented that early voting has been successful. She reminded those who have not yet voted that they must go to their regular polling location in order to vote tomorrow.

Village Trustee Andrews urged all to vote.

Village Trustee Boutet stated that she enjoyed the trick-or-treaters this year.

Village Trustee Button urged all to vote.

Village Trustee Taglia referred to the Village Managers' Statement portion of the budget and noted that the difference in projected revenues and expenditures is due to the dissolution of the TIFs, the Lake Street project and water and sewer project.

XX. Adjourn

It was moved by Village Trustee Button, seconded by Village Trustee Andrews, to adjourn. A voice vote was taken and the motion was approved. Meeting adjourned at 9:23 P.M., Monday, November 5, 2018.

Respectfully Submitted,

**MaryAnn Schoenneman
Deputy Village Clerk**