



# Village of Oak Park

123 Madison Street  
Oak Park, Illinois 60302  
[www.oak-park.us](http://www.oak-park.us)

## Meeting Minutes

### President and Board of Trustees

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Tuesday, February 19, 2019

7:30 PM

Village Hall

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#### I. Call to Order

Village President Pro-Tem Tucker called the Meeting to order at 7:32 P.M.

#### II. Roll Call

**Present:** 6 - Village Trustee Button, Village Trustee Taglia, Village Trustee Tucker, Village Trustee Moroney, Village Trustee Boutet, and Village Trustee Andrews

**Absent:** 1 - Village President Abu-Taleb

#### III. Agenda Approval

It was moved by Village Trustee Moroney, seconded by Village Trustee Andrews, to approve the Agenda. A voice vote was taken and the motion was approved.

#### IV. Minutes

- A. [MOT 19-26](#) Motion to Approve Minutes from the February 4, 2019 Regular Meeting and February 11, 2019 Special Meeting of the Village Board.

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

#### V. Non-Agenda Public Comment

There was no Non-Agenda Public Comment.

#### VI. Village Manager Reports

Village Manager Pavlicek announced that there will be an open house regarding the Madison Street Construction Project at Percy Julian Middle School on Thursday from 6:00 P.M. to 8:00 P.M.

- B. [MOT 19-13](#) A Motion to Approve the Unaudited Year-to-Date Quarterly Financial Report as of December 31, 2018

CFO Steve Drazner presented the Village's year-to-date quarterly financial report as of December 31, 2018. General Fund revenues are as expected other than utility tax, income tax and charges for service, which will come in slightly under budget. However, real estate transfer tax should come in over budget. The Water and Sewer Fund is expected to come in under budget by approximately \$700,000 to \$800,000.

Village Trustee Button expressed concern regarding the ongoing deficit in water revenue.

Mr. Drazner did not have an analysis as to why, although it could be due to water loss or overestimating revenue. He added that there seems to be a trend of increasing loss from year to year.

Director of Public Works John Wielebnicki stated that there have been some significant breaks within the last couple of years. Staff is actively looking for water leaks and aggressively going after larger water meters to recalibrate them. In addition, they are looking to expedite replacement of smaller meters. He added that the timing of the billing makes it difficult to detect water loss. Staff has also identified water leaks on private properties and notices have been sent regarding the need for repair. Mr. Wielebnicki believes that the water loss is due to an aging system combined with other factors. Village Manager Pavlicek commented that there is also water used by the Village for fire fighting, watering trees, etc., that is not paid for. There is currently no way to distinguish between that and actual water loss.

Mr. Drazner discussed the home rule sales tax. He estimated that this will fall short approximately \$175,000. Village Trustee Boutet asked when the Village will see revenue from internet sales tax. Mr. Drazner has not seen an increase, but this has only been in effect since last October.

Village Trustee Taglia commented that the expenditures were well under budget and that even with these losses, the Village should end up with a surplus at the end of the year. Mr. Drazner confirmed that should be correct.

### **Village Manager Reports (continued)**

#### Parking Pilot Program Presentation

Parking and Mobility Services Manager Will Gillespie stated that the Village recently attained their one-millionth online transaction in Passport Parking.

Mr. Gillespie gave an overview of the parking pilot program, its goals and an update of the timeline, which now includes Phases I, II and III. The program is currently in Phase II as of yesterday. He explained graduated pricing at the pay stations and noted that the coin meters are still at three hours. Letters have been sent to residents in the pilot area to inform them of additional night parking spaces available to them. Phase III includes changing time restrictions on residential blocks to a three hour limit from 8:00 A.M. to 8:00 P.M., Monday through Friday. In addition, residents with a valid vehicle sticker will be able to override the three hour limit.

Village Trustee Boutet asked about the cost of signs. Mr. Gillespie stated that the cost is \$150,000, which includes removal of the old signs and installation of the new. The pilot will last for six months, then be brought back to the Board to extend, make changes, etc. Village Trustee Boutet commented that the next discussion should be posted on an agenda in order for residents to share their experiences.

Mr. Gillespie discussed the evaluation process which includes resident feedback surveys, enforcement observations and a space occupancy analysis.

Village Trustee Andrews asked that Passport be contacted to collect data regarding how many vehicles parked in Oak Park are registered to residents.

## **VII. Village Board Committees**

Village President Pro Tem Tucker discussed the Reinventing Government Meeting earlier this evening.

## VIII. Citizen Commission Vacancies

There were no comments.

- C. [ID 19-77](#) Board and Commission Vacancy Report for February 19, 2019.

## IX. Citizen Commission Appointments, Reappointments and Chair Appointments

- D. [MOT 19-28](#) Motion to Consent to the Village President's Appointment of:
- Civic Information Systems Commission** - David Baker, Reappoint as Member
  - Community Design Commission** - Juan Betancur, Reappoint as Member
  - Community Relations Commission** - Brandon Green, Appoint as Member
  - Community Relations Commission** - Maya Puentes, Appoint as Member
  - Farmers Market Commission** - Katie Weaver, Appoint as Member
  - Farmers Market Commission** - Liz Stolfa, Appoint as Member
  - Farmers Market Commission** - Myndi DeVore, Appoint as Member
  - Historic Preservation Commission** - Rebeca Houze, Reappoint as Member
  - Plan Commission** - Lawrence Brozek, Reappoint as Member

Village Clerk Scaman read the names aloud.

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

## X. Consent Agenda

### *Approval of the Consent Agenda*

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

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

**NAYS:** 0

**ABSENT:** 1 - Village President Abu-Taleb

**ABSTAINED:** 1 - Village Trustee Andrews

- E. [ORD 19-5](#) An Ordinance Approving a Real Estate Purchase Agreement for the Property at 6641-43 North Avenue, Oak Park, Illinois between the Village of Oak Park and OKLO IKAYA, LLC and Authorizing its Execution

This Ordinance was adopted.

- F. [ORD 19-15](#) An Ordinance Amending Chapter 18 ("Peddlers and Solicitors"), Article 2 ("Farmers' Market"), Section 18-2-2 ("Definitions") of the Oak Park Village to Remove the Requirement that Fish Vendors Be From the Five (5) State

Region of Illinois, Iowa, Wisconsin, Michigan and/or Indiana and to Create a Food Service Vendor Category

This Ordinance was adopted.

- G.     [RES 19-30](#)     A Resolution Authorizing the Submission of Annual Grant Applications with the Shawnash Institute, Inc., Cook County, the Illinois Department of Public Health and the Illinois Department of Human Services for Various Public Health Grants with an Anticipated Total Funding Amount of \$303,797.00 and Approval of Subsequent Agreements and Authorizing their Execution  
This Resolution was adopted.
- H.     [RES 19-36](#)     A Resolution Approving A Balcony Easement Agreement Between the Village of Oak Park and 717 South Boulevard LLC and Authorizing its Execution  
This Resolution was adopted.
- I.     [RES 19-53](#)     A Resolution Approving the Engagement of Attorneys/Law Firms for Legal Services to be Performed on Behalf of the Village of Oak Park for the 2019 Fiscal Year  
This Resolution was adopted.
- J.     [RES 19-54](#)     A Resolution Approving a License Agreement with Crown Castle NG Central LLC for the Installation of Fiber Optic Cable and Small Wireless Facilities and Authorizing Its Execution  
This Resolution was adopted.
- K.     [RES 19-55](#)     A Resolution Approving a Professional Services Agreement with Walker Parking Consultants/Engineers, Inc. to Provide Repair Documents, Construction Administration and Observation of the Holley Court Parking Structure Repairs in an Amount Not to Exceed \$35,200 and Authorizing its Execution  
This Resolution was adopted.
- L.     [RES 19-56](#)     A Resolution Approving the Purchase of Five 2019 Ford Utility Police Interceptor Vehicles with Police Package, from Currie Motors of Frankfort, Illinois through the Suburban Purchasing Cooperative (SPC) Joint Purchasing Program in an Amount not to Exceed \$149,180.00 and Waiving the Village's Bid Process for the Purchase  
This Resolution was adopted.
- M.     [RES 19-57](#)     A Resolution Approving the Purchase of Two 2019 Ford Police Interceptor Sedans with Police Package, from Currie Motors of Frankfort, Illinois through the Suburban Purchasing Cooperative (SPC) Joint Purchasing

Program in an Amount not to Exceed \$54,706.00 and Waiving the Village's Bid Process for the Purchase

This Resolution was adopted.

- N.     [RES 19-58](#)     A Resolution Approving the Purchase of One 2019 Ford Transit Connect Cargo Van, from Kunes County Ford of Antioch, Illinois through the Suburban Purchasing Cooperative (SPC) Joint Purchasing Program in an Amount Not to Exceed \$26,178.91 and Waiving the Village's Bid Process for the Purchase
- This Resolution was adopted.
- O.     [RES 19-59](#)     A Resolution for Construction on State Highways
- This Resolution was adopted.
- P.     [RES 19-60](#)     A Resolution Approving the Purchase and Planting of Parkways Trees through Contracts Secured by the Suburban Tree Consortium in an Amount not to Exceed \$125,000.00 for the 2019 Tree Planting Program and Waiving the Village's Bid Process for said Purchase
- This Resolution was adopted.
- Q.     [RES 19-61](#)     A Resolution Approving the Renewal of the Independent Contractor Agreement with Everest Snow Management, Inc. in an Amount Not to Exceed \$72,000.00 for the 2019 Parkway Tree Watering Program and Authorizing its Execution
- This Resolution was adopted.
- R.     [RES 19-62](#)     A Resolution Approving Membership in the Houston-Galveston Area Council Cooperative Purchasing Program (HGACBuy) and Authorizing Execution of the Interlocal Contract for Cooperative Purchasing with HGACBuy
- This Resolution was adopted.
- S.     [RES 19-63](#)     A Resolution Approving a Purchase Price Agreement with Gallagher Materials Corp. for the Purchase of Unique Paving Material Cold Mix Asphalt Patching Material in 2019 in an Amount not to Exceed \$35,000.00 and Authorizing its Execution
- This Resolution was adopted.
- T.     [RES 19-50](#)     A Resolution Approving a Purchase Price Agreement with US Digital Designs, Inc. for the Purchase of Phoenix G2 Automated Fire Station Alerting System Equipment for all Oak Park Fire Department Stations in an Amount Not to Exceed \$92,472.99 and Authorizing its Execution
- This Resolution was adopted.

- U.     [RES 19-65](#)     **A Resolution Approving an Independent Contractor Agreement with Digicom, Inc. to Install Phoenix G2 Automated Fire Station Alerting System Equipment for all Oak Park Fire Department Stations in an Amount Not to Exceed \$25,174.00 and Authorizing its Execution**  
  
          This Resolution was adopted.
- W.     [RES 19-75](#)     **A Resolution Amending the Village Manager's Employment Agreement**  
  
          This Resolution was adopted.
- X.     [RES 19-79](#)     **A Resolution Approving an Independent Contractor Agreement with South West Industries, Inc. d/b/a Anderson Elevator Co. in an Amount not to Exceed \$14,000 to Furnish and Install Replacement Parts at the West Elevator at the Holley Court Garage, Authorizing its Execution and Waiving the Village's Bid Process**  
  
          This Resolution was adopted.
- Y.     [MOT 19-17](#)     **A Motion to Approve the Bills in the Amount of \$3,164,388.16 from January 9, 2019 through February 5, 2019 and Payroll Expenditures for January 2019 Totaling \$2,449,000**  
  
          This Motion was approved.
- Z.     [MOT 19-20](#)     **A Motion to Approve the January 2019 Monthly Treasurer's Report for All Funds**  
  
          This Motion was approved.

## **XI. Regular Agenda**

- AA.    [RES 19-3](#)     **A Resolution Approving a Collection Services Agreement with Northwest Collectors Inc. to Provide Debt Collection Services for Non-Resident Ambulance Service Delinquent Balances and Authorizing its Execution**  
  
          Village Manager Pavlicek stated that this was brought to the Board on January 28 and there were a number of questions. Staff has provided additional information.  
  
          Village Trustee Taglia asked how the reported amount of charges went from \$470,000 to \$1 million since this was last discussed. Mr. Drazner stated that the original number did not include 2018 balances. Village Trustee Taglia asked why the Village didn't partner with a debt collection agency when they originally signed the contract for ambulance billing. Village Manager Pavlicek stated that it was provided as an option with the billing company but the Village has never been robust regarding collections.  
  
          Village Trustee Button commented that the last time this was discussed, she expressed concern that they will be sending the most vulnerable to collections. She asked if this amount included write-offs or just the amount of collectable fees. Mr. Drazner stated that the billing company automatically writes off anything that Medicare or Medicaid does not pay. The focus is to go after the amounts billed that private insurance companies of non-residents have not covered after being written down. Village Trustee Button stated

that she is supportive of this as long as those most vulnerable are omitted.

Village Trustee Boutet asked Fire Chief Tom Ebsen to describe who these non-residents are. Chief Ebsen stated that these are typically people passing through town who have medical emergencies or are involved in accidents, people who work in town and live elsewhere, shoppers, etc. Village Trustee Boutet asked what the cost of an ambulance call is. Chief Ebsen stated that they determine their cost based on a survey done in the Chicago Metro area every year. All municipalities report what they charge for ambulance service. Oak Park has always set their fee a little above the average of that survey. Village Trustee Boutet asked if there were other municipalities that report this information to credit bureaus because she is not comfortable doing that. She also doesn't understand why a resident and non-resident should be treated differently. Mr. Drazner stated that the Board has the option of choosing one of the other vendors. One does not report to the credit bureaus and the other only does at the discretion of the client. The vendor that staff is recommending does this as part of their business plan in order to have leverage to collect the debt. He commented that all three vendors have the same efficacy regardless of reporting to the credit bureaus.

Village Trustee Andrews does not think this should be reported to credit bureaus if it makes no difference in how much is collected. He would like to explore a kinder methodology. If someone can't afford to pay, it doesn't matter if it goes to the credit bureau. Village Trustees Button agreed. Village Trustee Taglia, although surprised there was no difference in efficacy, also agreed. Village Trustee Moroney asked that staff monitor the success of the program. He understands why the Village might not go after residents as aggressively. Village President Pro Tem Tucker expressed the same surprise as Village Trustee Taglia. He asked that staff bring this back at another time with a different vendor.

**It was moved by Village Trustee Taglia, seconded by Village Trustee Moroney, that this Resolution be tabled. A voice vote was taken and the motion was approved.**

**AB. [RES 19-74](#)**

**A Resolution Approving the First Amendment to the Mobile Stroke Unit Service Agreement with Rush University Medical Center and Authorizing its Execution**

Village Manager Pavlicek stated that a year ago, the Board approved an agreement with Rush University Medical Center that would allow the Oak Park Fire Department to call upon these services when it is determined that the most effective response would be via the mobile stroke unit. She noted that while it hasn't been used, it is a nice resource to have.

Chief Ebsen added that it is only due to time and proximity that it hasn't been used.

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

**AYES:** 6 - Village Trustee Button, Village Trustee Taglia, Village Trustee Tucker, Village Trustee Moroney, Village Trustee Boutet, and Village Trustee Andrews

**NAYS:** 0

**ABSENT:** 1 - Village President Abu-Taleb

**AC. [RES 19-72](#)**

**A Resolution Approving an Amendment to the Independent Contractor**

**Agreement with A&B Landscaping and Tree Service, Inc. for Sidewalk Snow Shoveling Services to Change to the Not to Exceed Amount from \$20,000.00 to \$50,000.00 and Authorizing its Execution**

Village Manager Pavlicek stated that the Village has provided snow removal service to seniors in the community for a number of years. This year there has been an increase in participants, which is the reason for the additional funding.

Mr. Wielebnicki explained the program, which has been in place since 2007. Typically, \$15,000 to \$20,000 per year has been adequate as there are usually approximately 40 participants. This year the program has risen to 112 participants.

Village Trustee Taglia commented that Evanston has a volunteer group to provide this service. He suggested collaborating with other governmental partners for future years. Perhaps the Aging in Place Commission could look at this and provide recommendations.

Village Trustee Button liked the idea of doing this on a volunteer basis and would like the Board to help facilitate this. However, she expressed concern regarding ADA compliance if this program is removed, as these are Village owned sidewalks.

Village Trustee Andrews thought this would be a good opportunity to partner with the Township. He asked what the actual cost to do this is. Mr. Wielebnicki discussed the bid process. Rates range between \$20-\$35 per house. Village Trustee Andrews wanted to know the hourly rate before approving but suggested to pass with the contingency that another conversation be scheduled regarding next year.

Village Trustee Boutet spoke highly of the service. She added that there is a lot of resistance regarding volunteers doing this service due to liability issues.

There was additional discussion regarding the volunteer program.

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

**AYES:** 6 - Village Trustee Button, Village Trustee Taglia, Village Trustee Tucker, Village Trustee Moroney, Village Trustee Boutet, and Village Trustee Andrews

**NAYS:** 0

**ABSENT:** 1 - Village President Abu-Taleb

**AD. [ORD 19-7](#) An Ordinance Amending the Fiscal Year 2019 Annual Budget**

Village Manager Pavlicek stated that this budget amendment is primarily reconciliation of the capital projects that rolled into this fiscal year.

Village Trustee Boutet asked for a summary by fund the next time there is a budget amendment.

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

**AYES:** 6 - Village Trustee Button, Village Trustee Taglia, Village Trustee Tucker, Village Trustee Moroney, Village Trustee Boutet, and Village Trustee Andrews



**NAYS:** 0

**ABSENT:** 1 - Village President Abu-Taleb

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

Village Clerk Scaman stated that the African drum performers who entertained at a prior meeting will have their event this Saturday at Julian Middle School.

Village Trustee Taglia reiterated his desire to have additional discussion regarding a volunteer snow shoveling program.

Village Trustee Boutet complimented Village President Pro Tem Tucker for a very well run meeting.

## **XIII. 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 8:44 P.M., Tuesday, February 19, 2019.**

**Respectfully Submitted,**

**MaryAnn Schoenneman  
Deputy Village Clerk**