



# Village of Oak Park

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

## Meeting Minutes

### President and Board of Trustees

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Monday, November 9, 2020

5:30 PM

Village Hall

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#### I. Call to Order

Village President Abu-Taleb called the meeting to order at 5:31 P.M. He authorized a statement by read providing that the meeting is being held remotely due to COVID-19 restrictions and that it is not prudent to have people present at the Village Board's regular meeting location due to public health concerns related to that pandemic.

#### II. Roll Call

**Present:** 7 - Village President Abu-Taleb, Village Trustee Andrews, Village Trustee Boutet, Village Trustee Buchanan, Village Trustee Moroney, Village Trustee Taglia, and Village Trustee Walker-Peddakotla

**Absent:** 0

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

It was moved by Village Trustee Andrews and seconded by Village Trustee Walker-Peddakotla to enter into executive session pursuant to 5 ILCS 120/2(c)21 - approval of executives session minutes; and 5 ILCS 120/2(c)(2) - collective bargaining matters. The roll call vote was taken. The motion was approved. The roll call vote was as follows:

**AYES:** 7 - Village President Abu-Taleb, Village Trustee Andrews, Village Trustee Boutet, Village Trustee Buchanan, Village Trustee Moroney, Village Trustee Taglia, and Village Trustee Walker-Peddakotla

**NAYS:** 0

**ABSENT:** 0

#### V. Reconvene to Remote Special Meeting in Council Chambers and Call to Order

The Special Meeting of the Village Board reconvened at 6:31 P.M.

#### VI. Roll Call

**Present:** 7 - Village President Abu-Taleb, Village Trustee Andrews, Village Trustee Boutet, Village Trustee Buchanan, Village Trustee Moroney, Village Trustee Taglia, and Village Trustee Walker-Peddakotla

**Absent:** 0

#### VII. Agenda Approval

**It was moved by Village Trustee Andrews and seconded by Village Trustee Walker-Peddakotla to approve the agenda as presented. A roll call vote was taken. The motion was approved. The roll call vote was as follows:**

**AYES:** 7 - Village President Abu-Taleb, Village Trustee Andrews, Village Trustee Boutet, Village Trustee Buchanan, Village Trustee Moroney, Village Trustee Taglia, and Village Trustee Walker-Peddakotla

**NAYS:** 0

**ABSENT:** 0

## **VIII. Regular Agenda**

### **A. [ID 20-309](#)**

#### **Continued Presentation of the Recommended FY21 Budget:**

- 1. Village Manager's Transmittal Letter: *pages 7 - 21***
- 2. All Fund Summary: *page 50***
- 3. Organizational Chart and Staffing Summary: *pages 28 - 36***
- 4. General Fund: *pages 51-180***
- 5. Partner Agency Funding Summary: *page 40***
- 6. Special Revenue Funds: *pages 42-43 and pages 181-239***
- 7. Capital Funds: *pages 240-251***
- 8. Enterprise Funds: *pages 252-272***
- 9. Internal Service Funds: *pages 273 - 280***
- 10. Fiduciary Funds: *pages 281 - 283***

#### **5. Partner Agency Funding Summary: *page 40***

Village Trustee Boutet would support Visit Oak Park up \$100,000

Village Trustee Andrews agrees but he can only support this with understanding of where the money should come from. He pointed out that currently the largest dollar amount is currently with Oak Park Economic Development Corporation (OPEDC).

Village Trustee Moroney supports that Visit Oak Park needs an additional \$95,000 to be a viable organization. He would support cutting the Oak Park Regional Housing Center (OPRHC) and Oak Park Economic Development Corporation (OPEDC) by \$50,000.

Village Trustee questioned how Oak Park Economic Development Corporation (OPEDC) is the best place for marketing small business in the community when that is not their expertise. Visit Oak Park may make more sense.

Village Trustee Walker-Peddakotla questioned who is the right agency.

Village Trustee Boutet commented on the urgency to help the small business community with creative marketing.

Village Trustee Andrews believes the focus should be on supporting businesses

that are suffering and not the whole business community with not equal need. Village Trustee Buchanan would suggest reducing Oak Park Economic Development Corporation's (OPEDC) budget by \$50,000 and potentially moving it to Visit Oak Park. Village Trustee Walker-Peddakotla agrees.

Village Trustee Taglia questioned whether the hotel/motel tax projection is conservative and could it be approved in the budget that they Visit Oak Park be able to

Village President Abu-Taleb believes the answer is at the State. Supports cutting Oak Park Economic Development Corporation (OPEDC) by \$50,000. Fine with giving to Visit Oak Park.

Village Trustee Boutet is not supportive of cutting Oak Park Regional Housing Center (OPRHC).

Village Trustee Andrews and Moroney questioned whether or not there is room to cut the Oak Park Regional Housing Center (OPRHC) for a contract for affirmative moves.

Village Trustees Buchanan, Walker-Peddakotla, and Boutet do not support reducing the Oak Park Regional Housing Center (OPRHC) budget.

Direction to Village Manager Pavlicek to look in the budget and find an additional \$50,000 for Visit Oak Park.

Village President Abu-Taleb reminded members of the Board that Village staff will be working to market "Open for Business".

December 7th is when partner agency contracts normally come to the Village Board.

#### **6. Special Revenue Funds: pages 42-43 and pages 181-239**

Village Trustee Boutet suggested the scope of work includes the climate action planning process with the community. She mentioned it focuses on municipal buildings and not on the community as a whole.

**7. Capital Funds: pages 240-251 No comment** (The Village Board reviewed this fund in detail at a previous Village Board meeting.)

#### **8. Enterprise Funds: pages 252-272**

Village Manager Cara Pavlicek provided a reminder that enterprise funds are not funded with property tax dollars, but instead business operations and user fees pay for the operating costs related to these activities.

Director of Development Customer Services, Tammie Grossman, provided an overview of cuts for the Parking Fund (page 258 of 327). The Parking Mobility division reduced salaries and benefits by approximately \$200,00 by eliminating a vacant part-time Administrative Clerk position, a full-time Customer Service Representative position, created a position which will be shared part-time with the Parking division and the Permit Processing division, and finally deferred hiring of the Parking and Mobility Services Manager to Quarter 3 in 2021. The Parking division also reduced contractual services by approximately \$80,000.

The supply budget was also decreased by \$69,000. The capital fund for the Parking division was decreased by \$975,000. Overall, reductions in the Parking and Mobility Services total approximately \$1.3 million. Director Grossman mentioned that after the pandemic, the Village Board may need to review fee increases, increasing meter rates and time frame on meters to 6:00 P.M. - 8:00 PM, amount of free time in the parking garages, permit fees and other fee solutions.

Village Trustee Jim Taglia agrees that revenues will be down and the Village Board should review fees in the future.

Village Trustee Walker-Peddakotla inquired about the reduction of late fees for parking tickets.

Director Grossman and Village Manager Pavlicek clarified parking fines are not a part of the Parking Fund, instead it is part of the General Fund. Village Manager Pavlicek will bring the ordinance forward in January. Will take several months to implement.

Village Trustee Boutet would like to have a conversation on how to address permit parking costs for renters.

Director of Public Works, John Wielebnicki, provided an overview of the Water & Sewer Fund (page 265 of 327). The two largest expenditures in Water & Sewer Fund are the cost of water at approximately \$7.6 million and the \$11 million capital program which predominately includes water and sewer improvements on Oak Park Avenue located north and south of the Hemingway District where the roadways are scheduled to be resurfaced. It also includes a large sewer project on Le Moyne Parkway, and some other smaller projects. In June 2020, Chicago raised their water rates by 2.4%. In 2019, the Village Board passed a five-year rate structure for water and sewer rates. 2020 was the first year in that five-year structure. In 2021, the water rates are proposed to go up 2%.

Public Works postponed the replacement of large and residential meters, and a staff position. The water leak study is a priority. This study will move Public Works towards a more manageable water loss total.

Village Manager Pavlicek emphasized the impact of COVID on the water meter reading and replacement process, as many meter are interior to homes.

Currently, there are strict limitations on sending public employees into homes. The meters that are located outside of homes, can be read.

Director Wielebnicki estimated the schedule for fixing broken meters will come back in 3rd quarter of 2021.

Trustee Boutet asked Director Wielebnicki if the capital budget, being decreased, would hurt this process. Director Wielebnicki clarified that the Water Fund has increased. He mentioned the current challenge is having the resources to complete the work. There were retirements within the engineering department whose salaries, wages and benefits are supported from the capital fund. The retirements require the public works department to look for more

consulting work.

**9. Internal Services Funds: pages 273-280**

Expenses ending with small surplus for next year. This fund is in overall good condition.

Village President Abu-Taleb expressed his grave concern for the extreme loss of water.

Village Trustee Andrews, Village Trustee Walker-Peddakotla, Village Trustee Moroney and Village Trustee Taglia agree with staff finding a strategy to prevent and reduce water loss, install new lines, fix/replace water meters, improve billing and find leaks as quickly as possible. All agree this is a sustainability issue and resolving this issue is a cost benefit.

**10. Fiduciary Funds: pages 281-283**

Chief Financial Officer, Steven Drazner, provided an overview. On the revenue side, this fund is funded by the general, water, and parking funds. Each of these funds are funding insurance claims and other expenses.

Chief Financial Officer Drazner provided a brief overview of the police and fire pension funds. Each fund is independent from the Village, with their own Boards in place.

Village President Abu-Taleb called for a brief recess. The Village Board recessed from 7:59 P.M. - 8:09 P.M.

**B. [ID 20-311](#)**

**Discussion About two proposal for Business Community Support**

**Judith Alexander**: Judith agrees that bars should be temporarily shut down during the rise in COVID cases, however she disagrees with prohibiting all indoor restaurant dining. Especially considering the precautions restaurant owners and staff can take to ensure patron's safety.

**Stephen Morales**: Stephen asked the Village Board consider continuing its investment in Visit Oak Park in FY21 beyond the \$60,000 hotel and motel tax shown on page 40 of the budget. He also urges the Village Board to preserve funding sources outside of Village tax payers.

**Liz Holt**: In reference to Village Trustee Andrews' proposal, Liz noted the Chamber is launching a community-wide Shop Local OPRF Digital Gift Card. Liz noted the mission of the Chamber is to support and advocate for the entire local business community. She also mentioned the Business Recovery Task Force (made up of two Village Trustees, Village Staff and local leadership), which was created in May 2020, has not met since July 2020. There has been recent discussion for this group to meet again after the Chamber has urged them to do so.

**Michelle Vanderlaan**: The Oak Park Business Owners Leadership Team has two requests,

- 1) Expand the Shopper's Reward program. This program is the most successful initiatives in Downtown Oak Park. Over this past summer, it was expanded to include the Hemingway Business District under the "Better Lake Street Plan". There was an immediate revenue impact to participating businesses.
- 2) Fund a comprehensive community-wide campaign and the execution of marketing strategy. They recommend an agency like A5, who was responsible for the Downtown Oak Park marketing.

The Oak Park Business Owners Leadership Team includes the following owners and businesses;

Michelle Vanderlaan-16 Suitcases and Sugarcup Trading,  
Laura Maychruk-Buzz Cafe,  
Meg and Molly Sevac-Split Milk,  
Brandy and Eric Mansoncup-Geppettos Toy Store,  
Gail Coughlin-Elevate Boutique,  
Peter Kingston-Tulipia Floral Design,  
Anne Pezalla -Lively Athletics,  
Amanda Sabatino-Trends

Village Trustee Simone Boutet suggested Items B. ID 20-311 and C. ID 20-312 be discussed together. The Village Board and Village President agreed.

Village Trustee Moroney requested to that Village Manager Pavlicek highlight what the Village has done, thus far, for local business.

Village Manager Pavlicek listed the Village's efforts to support local small businesses;

The Village has increased outdoor dining availability, created parking loading zone for curb-side pickup, rented the jersey barricades to create dining in on-street parking area for those restaurants who requested the space. The Village incurred rental fees of approximately \$60,000. This has since been extended through December 1st, so do not have additional charges for the extended time.

The Village has also waived fees and expedited processing of license agreements for use of public street, waived fees for side-walk dining, extended the duration of side-walk dining; temporary zoning waivers for off-street parking by restaurant so they didn't have to meet their off-street parking requirements and they could create outdoor dining on their own private property; waived various licensed fees, deferred requirement to pay for the license fee, discounted liquor licensing fees in half, excluding the package license fee the grocers pay. Grocers revenue has been better.

The Village has also issued a temporary reduction in multi-family rental fees, small-rental license fees and condominium fees.

The Village issued over a third of Oak Park businesses approximately 12,000 pieces of personal protective equipment without a cost.

The Village has provided approximately \$120,000 in forgivable grants to small

businesses. There is an additional \$250,000 which the Village is marketing and processing.

Village Trustee Moroney does not appreciate the criticism that the Village is not doing anything for the local business community.

Village Trustee Andrews proposed 1) a subsidized discounted gift certificate which businesses can sell to have patrons to use at a later time. 2) Create Village resources to help business owners setup GoFund me campaigns - The Chamber is not supportive. Some restaurants may need to close temporarily. GoFund me revenue would allow those businesses the opportunity to reopen.

Village Trustee Boutet asked where does marketing for the business community as a whole live - where should it live? She encouraged the creation of a vibrant, village concept. Especially with the holiday season approaching.

Village Trustee Buchanan emphasized that, according to the CDC, eating inside of restaurants is a high-risk activity during COVID-19. She also asked the Board consider the ideas being brought to them by the business community.

Village Trustee Walker-Peddakotla agreed with Village Trustee Buchanan regarding the risk of eating inside of restaurants. She also agreed with the continuation Downtown Oak Park Shoppers Reward program and expanding it throughout the Village. She does not agree with the proposal from Village Trustee Andrews to help business owners setup GoFund me campaigns because this is something they can setup on their own, without Village resources to do so.

Staff recommendations still to come after the Business Recovery Task Force meeting takes place Thursday November 11, 2020.

**C.**      [ID 20-312](#)

**Discussion about enforcement as well as support for the Business Community**

**IX. Adjourn**

**It was moved by Village Trustee Andrews and seconded by Village Trustee Boutet to adjourn the meeting at 9:05 P.M. Monday, November 9, 2020. A roll call vote was taken. The motion was approved. The roll call vote was as follows:**

**AYES:** 7 - Village President Abu-Taleb, Village Trustee Andrews, Village Trustee Boutet, Village Trustee Buchanan, Village Trustee Moroney, Village Trustee Taglia, and Village Trustee Walker-Peddakotla

**NAYS:** 0

**ABSENT:** 0

Respectfully Submitted,  
Christina Waters, Deputy Village Clerk