

**APPROVED MINUTES - SPECIAL MEETING
PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF OAK PARK
HELD ON MONDAY, JULY 26TH, 2010 AT 7:00 P.M.
IN ROOM 101 OF OAK PARK VILLAGE HALL**

OFFICIAL RECORD

PRESENT: Trustees Hale, Hedges, Johnson and Lueck
ABSENT: Trustee Brewer and Pate; President Pope
QUORUM: President Pro Tem Hale called the meeting to order at 7:03 p.m. and declared that a quorum was present.

AGENDA

It was moved and seconded to approve the agenda for the meeting. Trustee Johnson requested that Village Manager Tom Barwin give a report on storm damage and also that the agenda include a Call to the Clerk and the Board. The amendments were accepted and a voice vote was taken and the agenda was approved as amended.

VILLAGE MANAGER REPORT

Mr. Barwin reported that Oak Park received 8.33 inches of rain in 18 hours last Friday and Saturday, with 4.8 inches between 10:00 p.m. and 2:00 a.m. The Water Reclamation District of which Oak Park is a part has capacity for a “ten year rain event” but the volume qualified this storm as a “one hundred year rain event.” With nearly twenty other local communities, President Pope has signed a Declaration of Emergency, making Oak Park and others potentially eligible for assistance from the state and Federal governments if confirmed at higher levels. Cleanup crews will collect without charge flood-damaged items left out in the next two weeks. The Village has a form available for residents to report flood damage as well. Approximately 300 reports of damage have reached Village Hall, mostly in the northeast area and a map was circulated showing locations. Structural changes to increase drainage capacity for Cook County are prohibitively expensive, but Mr. Barwin urged homeowners to disconnect downspouts from the sewer system to reduce the burden on the system. The last “hundred year rain” in this area was in 1997.

Trustee Hale noted that this was only 13 years ago.

Trustee Lueck added that she was aware of additional locations with damage.

Trustee Johnson suggested that climate change predicts more frequent severe storms and asked why northeast Oak Park was hard hit again as it was 13 years ago. Mr. Barwin reported that Public Works is currently analyzing this. Trustee Johnson asked that banks owning foreclosed properties be required to complete any needed flood damage cleanup promptly; Mr. Barwin will pursue this.

A. CITIZEN COMMISSION VACANCIES AND APPOINTMENTS

It was moved and seconded to concur in the following appointments by President Pope:

Board of Health

Appointment of David Rechs, as Member, with a term to expire July 26, 2013.

Building Codes Advisory Commission

Reappointment of William Hudson, as Member, with a term to expire July 16, 2013.

Community Relations Commission

Appointment of Pat Michalski, as Member, with a term to expire July 26, 2013.

Forestry Commission

Appointment of Paul May, as Member, with a term to expire July 26, 2013.

Universal Access Commission

Appointment of Martin Moran, as Member, with a term to expire July 26, 2013.

Trustee Hale asked if the Village was making progress on filling open positions on Boards and Commissions. Village Clerk Teresa Powell reported that the number of vacancies is falling and welcomed additional inquiries.

SECOND READING**B. Second Reading of an Ordinance Amending Chapter 8, Article 2 of the Village Code Regarding Business Licenses**

Trustee Hale noted that this change reduces the business license fee, removing costs associated with inspections, which will be paid by each cab owner.

Trustee Johnson asked if the Village had notified taxicab companies of this proposed change. Village Clerk Powell noted that she has done so and the companies are pleased with this reduction in charges.

C. Second Reading of an Ordinance Amending Chapter 24, Article 1 of the Village Code Regarding Taxicabs

Trustee Hedges suggested that Public Works assume responsibility for inspecting taxicabs to free police officers for other duties. Village Attorney Ray Heise noted that

these inspections are related to the Illinois Vehicle Code, but that a Village Code amendment could provide for this change. Village Clerk Powell explained that the same police officer works with the Clerk's office each year to conduct these inspections.

Trustee Lueck supported a transfer of inspection duties to Public Works to free police officers for other duties.

Trustee Johnson asked that a "complaint number" be posted in taxis to provide a way for customers to report unsatisfactory conditions and asked whether taxis were removed from service when they reached a certain mileage. Village Clerk Powell noted that taxis generally had a replacement engine installed and could reach 350,000 miles before being removed from service.

Trustee Hale asked that the Village investigate what other communities do regarding these issues and report to the Board.

REGULAR AGENDA

- D.** It was moved and seconded that Ordinance 2010-0-58 entitled **ORDINANCE AMENDING CHAPTER 8, ARTICLE 2 OF THE VILLAGE CODE REGARDING BUSINESS LICENSES** be adopted.

The roll call on the vote was as follows:

AYES: Trustees Hale, Hedges, Johnson, and Lueck

NAYS: None

ABSENT: Trustees Brewer and Pate; President Pope

The ordinance was adopted

- E.** It was moved and seconded that Ordinance 2010-0-54 entitled **ORDINANCE AMENDING CHAPTER 24, ARTICLE 1 OF THE VILLAGE CODE REGARDING TAXICABS** be adopted.

The roll call on the vote was as follows:

AYES: Trustees Hale, Hedges, Johnson, and Lueck

NAYS: None

ABSENT: Trustees Brewer and Pate; President Pope

The ordinance was adopted

- F. ORDINANCE APPROVING ISSUANCE OF THE 2010 GENERAL OBLIGATION BONDS**

- 1.** It was moved and seconded that Ordinance 2010-0-55 entitled **ORDINANCE APPROVING ISSUANCE OF THE 2010 SERIES B GENERAL OBLIGATION REFUNDING BOND IN THE AMOUNT OF \$7,705,000** be adopted.

Chief Financial Officer Craig Lesner introduced Raphaliata McKenzie of Speer Financial, Inc., who presented the results of today's bond auction for Series B bonds. She noted that many municipalities are struggling to maintain bond ratings and the fact that Oak Park has maintained its ratings is very positive for this auction, which

attracted a good number of bidders. She explained the open auction process, in which each bidder is shown its relative rank and has the opportunity to improve its bid. The winning bid of 2.2271 percent reflects a reduction in costs to the Village of about \$700,000.

Trustee Johnson asked about the impact of a strong rating on this process. Ms. McKenzie agreed that this was very positive and noted factors, including Oak Park's location and positive reputation, which contributed to the strong interest in this bond offering. Trustee Johnson read from the report that noted that Oak Park's debt was "moderate" and asked Ms. McKenzie to comment. Ms. McKenzie noted that Oak Park has been proactive in addressing financial challenges of hard times and has taken positive steps to address the budget to assure that financials have stayed strong.

The roll call on the vote was as follows:

AYES: Trustees Hale, Hedges, Johnson, and Lueck

NAYS: None

ABSENT: Trustees Brewer and Pate; President Pope

The ordinance was adopted

2. It was moved and seconded that Ordinance 2010-0-56 entitled **ORDINANCE APPROVING ISSUANCE OF THE 2010 SERIES C GENERAL OBLIGATION REFUNDING BOND IN THE AMOUNT OF \$14,295,000** be adopted.

Ms. McKenzie presented the results of this bond auction and noted that this auction also produced an excellent result with a rate of 2.6321 and savings to the Village of \$1,460,730.61.

Trustee Hedges asked why this rate was different than the prior one. Ms. McKenzie noted that this was based on the size of the bond and the time frame for which it was issued and included the fees required to pay off prior bonds.

Trustee Lueck asked if these rates were lower than might be achieved through a local bank. Ms. McKenzie noted that the Series A funds were currently being offered to local banks, and that if an open auction is held, they might participate or possibly finance a portion of this bond issue.

Trustee Johnson noted that the bond documents also refer to other taxing bodies and their impact on the Village rating, including parks and schools; this demonstrates the need to work together through intergovernmental channels to maintain our strong rating. He also noted that together these bond issues represent a savings to the Village of approximately \$2 million.

The roll call on the vote was as follows:

AYES: Trustees Hale, Hedges, Johnson, and Lueck

NAYS: None

ABSENT: Trustees Brewer and Pate; President Pope

The ordinance was adopted

- G. It was moved and seconded that Resolution 2010-R-102 entitled **RESOLUTION AUTHORIZING EXECUTION OF A SERVICE AGREEMENT WITH AUTOMATED DATA PROCESSING (ADP) FOR PAYROLL SERVICES** be adopted.

Mr. Lesner introduced ADP staff members Matt Charpentier and Susan Reese. He presented and reviewed the service agreement with ADP. He noted that this outsourcing proposal will replace the PeopleSoft module for payroll, rather than laying off staff. The four original bidders met with the Fire and Police Departments, Public Works and Human Resources, which have a large employee pool and special requirements. The original group was narrowed from four to two, and the Village conducted site visits to both. The final list of requirements was reviewed and the decision was unanimous for ADP. When this process has been implemented, Finance and HR can redeploy staff to address other processes. Outsourcing of other functions, such as cashier, will follow later. Mr. Lesner provided details of savings and noted that staff will now do less processing and more analysis.

Trustee Johnson asked about ADP's municipal and private sector experience and where complaints would be directed. Ms. Reese noted a recent implementation in Rosemont and explained that HR and the ADP online help would be able to answer most questions. She would be available to resolve any issues.

Trustee Johnson asked what methods are being considered, such as time clocks and swipe cards, to track employee time. Mr. Lesner explained that they are reviewing options, and also need to address those who work in the field rather than in an office. Trustee Johnson asked about the Library's and West Suburban Dispatch's use of the payroll system. Mr. Lesner reported that they are pleased and will have greater direct access to information. The Dispatch Center had contemplated hiring an additional employee for the old process, but will no longer need to do so. ADP will meet with them tomorrow to provide more details.

Trustee Johnson asked about costs. Mr. Lesner reported that this would be about \$100,000, less than originally estimated for this year. Additional systems will be migrated out next year. The Oak Park Public Library will cover a portion of the total cost. Mr. Lesner estimated that total savings over ten years would be in the range of \$900,000.

Trustee Lueck complimented staff on the selection process and asked about Assistant Village Attorney Simone Boutet's letter regarding the contract. Ms. Boutet noted that she was satisfied with explanations provided by ADP.

Trustee Hale asked about employee online access. Mr. Lesner explained that the Finance Department will determine what functionality is made available, and noted that there will be a paperless option.

The roll call on the vote was as follows:

AYES: Trustees Hale, Hedges, Johnson, and Lueck

NAYS: None

ABSENT: Trustees Brewer and Pate; President Pope

The resolution was adopted

H. RESOLUTIONS AUTHORIZING EXECUTION OF AGREEMENTS BETWEEN THE VILLAGE OF OAK PARK AND ANDY FRAIN SERVICES, INC FOR CROSSING GUARD SERVICES FOR 2010-2011 AND AN ORDINANCE BETWEEN VILLAGE OF OAK PARK AND DISTRICT 97 RELATED TO CROSSING GUARD SERVICES

- 1.** It was moved and seconded that Ordinance 2010-0-57 entitled **ORDINANCE AUTHORIZING INTERGOVERNMENTAL COOPERATION AGREEMENT BETWEEN THE BOARD OF EDUCATION OF OAK PARK ELEMENTARY SCHOOL DISTRICT NO 97 AND THE VILLAGE OF OAK PARK REGARDING CROSSING GUARD SERVICES** be adopted.

Mr. Barwin explained that there had been minor changes to last week's approved ordinance. Ms. Boutet noted that responsibility for various costs is detailed in Item 4.

The roll call on the vote was as follows:

AYES: Trustees Hale, Hedges, Johnson, and Lueck

NAYS: None

ABSENT: Trustees Brewer and Pate; President Pope

The ordinance was adopted

- 2.** It was moved and seconded that Resolution 2010-R-103 entitled **RESOLUTION AUTHORIZING EXECUTION OF A CROSSING GUARD SERVICES AGREEMENT BETWEEN THE VILLAGE OF OAK PARK AND ANDY FRAIN SERVICES INC, FOR CROSSINGS RELATED TO OAK PARK ELEMENTARY SCHOOL DISTRICT 97** be adopted.

Trustee Hale recognized Carol Sims of AFSCME, who presented a statement opposing outsourcing of crossing guard services based on potential lack of oversight for these services. Trustee Johnson asked how oversight would be handled.

Human Resources Director Frank Spataro explained details of the supervisory agreement with Andy Frain. He noted that current crossing guards would be given an opportunity to interview for positions and that they had asked to be assigned, if chosen, at their current locations. This will provide continuity and safety.

Mr. Barwin noted that the interview process requires background checks and references, and will be handled through the Andy Frain selection process. Trustee Johnson asked whether school principals, parents and others who wish to provide a reference could do so. These will be accepted.

Trustee Johnson asked who to call with any complaints or concerns. Residents should call the Oak Park Police Department, who will work with an administrator at Andy Frain to resolve any problems. The Police Department will administer this contract and the Fire Department will provide training.

Trustee Johnson asked about savings from this contract. Mr. Spataro noted that savings will be approximately \$140,000 per year.

Trustee Lueck asked about training to deal with problem behavior. Mr. Spataro explained the training component and noted that first aid training will be included as a new and additional training element, and noted that the Village hopes most current

guards will be hired, taking advantage of their prior experience. They will also be able to share their experience with any new guards who are hired.

Trustee Hedges noted that this solution was more efficient and would no longer require police to fill in for crossing guards, as Andy Frain has a broader substitute program and supervision. Mr. Spataro noted that Oak Park Andy Frain has a system similar to substitute teachers and guards will generally call in ahead of time when they will be out. Oak Park will get a rebate when and if they provide staff in the event that the vendor cannot.

Trustee Hale asked about prior experience of a supervisor covering for staff. Mr. Spataro will investigate and report back to the Board. Training will be on par with current training and will be a refresher for those who already work here.

Trustee Hale asked about where savings will occur. Mr. Spataro noted that the Village will not be paying for sick leave and will no longer be responsible for unemployment coverage for summer and Christmas vacation for these employees. Absenteeism should be less with the new arrangement. The Village will no longer provide uniforms and other equipment and supplies, a \$25,000 cost.

The roll call on the vote was as follows:

AYES: Trustees Hale, Hedges, Johnson, and Lueck

NAYS: None

ABSENT: Trustees Brewer and Pate; President Pope

The resolution was adopted

3. It was moved and seconded that Resolution 2010-R-104 entitled **RESOLUTION AUTHORIZING EXECUTION OF A CROSSING GUARD SERVICES AGREEMENT BETWEEN THE VILLAGE OF OAK PARK AND ANDY FRAIN SERVICES INC, FOR CROSSINGS RELATED TO PAROCHIAL SCHOOL CROSSINGS AND VILLAGE SPECIAL EVENTS** be adopted.

Mr. Barwin explained that this resolution will provide the option for private schools to contract for crossing guard services under the same terms and conditions if needed. They are currently reviewing this option with their Boards, and also have the option of using volunteers. Mr. Heise noted that agreements are not yet in place, but this resolution will give staff the flexibility to make these arrangements.

The roll call on the vote was as follows:

AYES: Trustees Hale, Hedges, Johnson, and Lueck

NAYS: None

ABSENT: Trustees Brewer and Pate; President Pope

The resolution was adopted

CONSENT AGENDA

- I. Resolution 2010-R-105 entitled **RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO A COLLECTIVE BARGAINING AGREEMENT WITH THE TEAMSTERS, LOCAL 705 REPRESENTING EMPLOYEES IN THE JOB CLASSIFICATIONS OF SENIOR**

SIGN AND MARKETING TECHNICIAN, EQUIPMENT OPERATOR AND REFUSE WORKER CONCERNING TERMS AND CONDITIONS OF EMPLOYMENT FOR BARGAINING UNIT MEMBERS FOR THE PERIOD JULY 27, 2010 TO MARCH 31, 2012

Approve the Consent Agenda

It was moved and seconded to approve the item under the Consent Agenda.

The roll call on the vote was as follows:

AYES: Trustees Hale, Hedges, Johnson, and Lueck

NAYS: None

ABSENT: Trustees Brewer and Pate; President Pope

The Consent Agenda was adopted.

CALL TO BOARD AND CLERK

Village Clerk Powell reported that late vehicle sticker sales are stronger than in the past and attributed this to signage and fines.

Trustee Hedges noted that outsourcing is limited to functions we can control, that service improvements may even be possible under new arrangements and that pension costs for such services are unsustainable.

Trustee Lueck agreed with Trustee Hedges regarding pension costs and noted that this Board has proactively achieved savings tonight of over \$2 million.

Trustee Johnson noted an example of consolidated contracts and suggested that there may be some opportunities to explore. He noted the Teamster agreement under the Consent Agenda and said it bodes well for employee partnerships in tough economic times. He expressed disappointment that the Village Manager's midyear review had not been completed and expressed hope that President Pope would soon be able to provide needed information.

Trustee Lueck agreed that timely reviews were important and noted the value of the current committee structure.

Trustee Hale noted that the Board had achieved over \$2 million in savings at this meeting and lauded the Reinventing Government and Finance committees for their work.

Village Manager Barwin announced the fortieth annual Oak Park Public Library Book Fair on August 6-7 and noted that it would be held this year at 260 Madison Street.

ADJOURN

It was moved and seconded to adjourn the meeting. A voice vote was taken and the motion was approved. The meeting adjourned at 9:07 P.M. Monday, July 26th, 2010.

SUBMITTED AND RECORDED IN THE OFFICE OF:

Teresa Powell, Village Clerk