




## Memorandum

TO: Kevin J. Jackson, Village Manager 

FROM: Emergency Operations Center

FOR: Village President and Board of Trustees

DATE: December 13, 2023

SUBJECT: Supplemental Safety Consideration of New Arrivals

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In a previous memo dated December 7, 2023, the Emergency Operations Center set forth response procedures for “No Notice” bus arrivals in Oak Park. No such carriers have arrived in Oak Park to date.

At this time, the Emergency Operations Center has been unable to identify or secure additional available shelter in Oak Park beyond the end of January 2024. There are currently asylum seekers staying at The Carleton Hotel and the West Cook YMCA located in the Village and the Village is acting as a funding source for their stay. A smaller group is also being funded by the Village at a volunteer-run site at Grace Episcopal Church. The Village does not have the capacity to accept additional new arrivals. Anyone who comes into Oak Park seeking shelter is re-directed to the City of Chicago Landing Zone (800 S. Desplaines St., Chicago, IL 60607) as set forth in the previous memo.

Section 8-27-5 of the Oak Park Village Code provides that “No public carrier shall make service stops on the public ways of the Village for the receipt and discharge of passengers,” unless previously authorized by the Village per a Village-issued license. This applies to buses of any kind, including those carrying asylum seekers. No bus carrier transporting asylum seekers from outside of Illinois has been previously authorized by the Village of Oak Park to transport asylum seekers to the Village. The entire article from the Village Code regulating public carriers is attached.

Additional information on the Village-led asylum-seeking migrant response can be found at [www.oak-park.us/emergencyresponse23](http://www.oak-park.us/emergencyresponse23).

**Cc:** Lisa Shelley, Deputy Village Manager  
Ahmad Zayyad, Deputy Village Manager  
Kira Tchang, Assistant Village Manager/HR Director  
Christina M. Waters, Village Clerk  
All Department Directors

## **Attachment**

### **8-27-1: DEFINITIONS:**

The following words and phrases shall have the meanings and are hereby defined, as follows:  
PUBLIC CARRIER: Any person engaged in the business of carrying passengers for hire by any vehicle other than a public passenger vehicle as defined in Chapter 24 of this Code and includes all public utilities for local transportation of passengers within the Village and also all intrastate and interstate transportation of passengers into, out of and through the Village.

### **8-27-2: AUTHORITY TO OPERATE REQUIRED; TRANSFERABILITY:**

It is unlawful for any public carrier to use any public way in the Village for its operations, except on rails, unless authorized by ordinance designating the routes of operations and the stopping places on such routes. The license, permit or authority for such operations shall be a personal privilege of the licensee, permittee or grantee and shall not be transferable by operation of law.

### **8-27-3: AUTHORITY TO OPERATE; APPLICATION:**

Applications for authority to operate any public carrier as required by Section 8-27-2 of this Code shall be filed with the Village Clerk.

In addition to the information required by Section 8-1-2, all such applications shall contain a complete list of the routes, setting forth for each route, the public ways on which it is proposed to operate; the stopping places on each route; the points between ways and the distance between such points in miles or fractions thereof.

All such applications shall be presented by the Village Clerk to the Board of Trustees for consideration and such action thereon as the Board of Trustees may determine.

### **8-27-4: PAYMENT FOR USE OF PUBLIC WAYS; CERTIFIED STATEMENT TO BE FILED WITH DIRECTOR OF FINANCE:**

Every public carrier shall monthly pay compensation for the use of public ways in accordance with the following schedule of rates:

Class A: Vehicles having capacities of less than thirty (30) passenger seats at the rate of three-quarters of one cent (\$.0075) for each revenue mile of operation.

Class B: Vehicles having capacities of from thirty (30) to thirty nine (39) passenger seats, both inclusive, at the rate of one cent (\$.01) for each revenue mile of operation.

Class C: Vehicles having capacities of forty or more passenger seats at the rate of one and one-half cents (\$.015) for each revenue mile of operation.

On or before the fifteenth day of each month each public carrier shall file with the Director of Finance a certified statement on such form as the Director of Finance shall prescribe showing the number of revenue miles of operation for each class vehicle for each route during the last preceding month and the amount of compensation computed as owing for such revenue miles.

Such compensation shall be paid on or before the fifteenth day of each month for the total revenue miles of operation during the last preceding month.

**8-27-5: STOPPING PLACES:**

No public carrier shall make service stops on the public ways of the Village for the receipt and discharge of passengers at points other than those listed in the original or amended license application and which shall from time to time be authorized by the Board of Trustees.

**8-27-6: TEMPORARY ROUTES:**

The authority granted to any public carrier shall be confined to the public ways designated by ordinance, but if any department of the Village requires that vehicular traffic shall be temporarily diverted from any such public ways for any reason or cause, then the public carrier shall comply with such regulations as may be prescribed by the Police Department and shall accept such temporary routes as may be prescribed.

**8-27-7: OPERATING SCHEDULES:**

Current operating schedules shall be filed with the Village Clerk by the public carrier in advance of any operations and new schedules likewise shall be filed in advance of any change in such schedules.

**8-27-8: RECORDS:**

Each public carrier shall keep accurate records of the revenue miles of operation on the public ways of the Village which have been authorized by the Board of Trustees and shall, at any time when required by the Director of Finance or his authorized representative, furnish additional information with respect to such revenue miles of operation and compensation.

**8-27-9: PENALTIES:**

Any public carrier violating this Article or any requirements, provision or condition of any license, permit or authority under this Article shall be punished as provided in Section 1-1-5 of this Code. In addition to the penalties hereby imposed, the police officers of the Village have the power and duty to temporarily stop any such operation.

**1-1-5: GENERAL PENALTY; CONTINUING VIOLATIONS; PLACE OF CONFINEMENT:**

Whenever in this code (or in any ordinance of the Village) any act is prohibited or is made or declared to be unlawful or an offense, or whenever in such code (or ordinance) the doing of any act is required or the failure to do any act is declared to be unlawful, where no specific penalty is provided therefor, the violation of any such provision of this code (or any ordinance) shall be punishable by a fine not exceeding seven hundred fifty dollars (\$750.00), or less than twenty dollars (\$20.00). Each day any violation of any provision of this code (or of any ordinance) shall continue shall constitute a separate offense. Any person failing to pay any such fine shall be punished as provided in the Illinois municipal code. (Ord. 2000-0-12, 3-20-2000)