



AGENDA

FACILITY REVIEW COMMITTEE

Wednesday, December 20, 2023

Village Hall - Room 101

6:30PM

1. Call to Order / Roll Call

- Brief introduction of Committee Members (Name, Other Commission Involvement, Background, etc.)

2. Agenda Approval

3. New Business:

1. Village Hall and Police Department Project History
2. Village Hall and Police Department Project Goals

4. Other / Old Business:

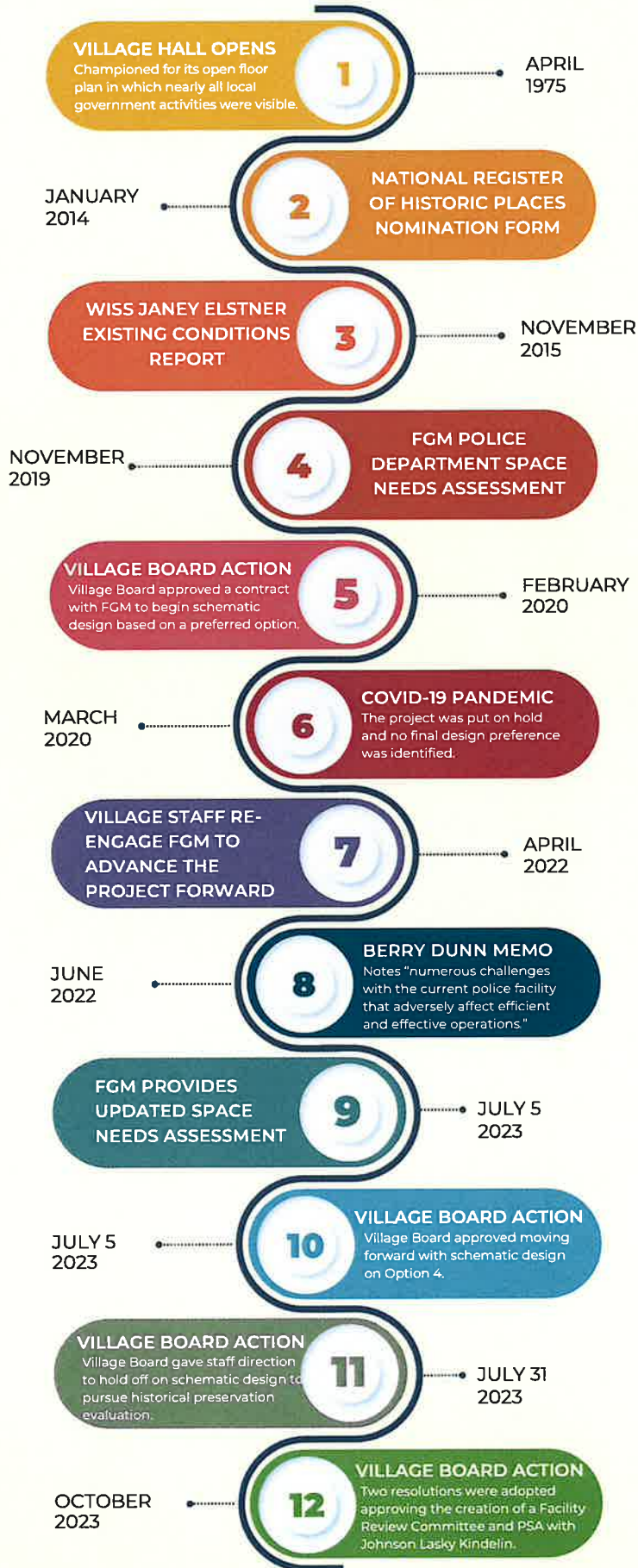
1. Future Meeting Dates
 - a. Wednesday, January 17th, 2024 at 6:30PM in Village Hall- Room 101
2. Proposed Meeting Dates- Third Wednesday of the month
 - i. Wednesday, February 21st, 2024 at 6:30PM
 - ii. Wednesday, March 27th, 2024 at 6:30PM
 1. In place of Wednesday, March 20th, 2024, due to early voting procedures

5. Public Comment

Public comment is a time set aside at the end of the meeting for persons to make public comments about an issue or concern; however, it is not intended to be a dialogue with the Committee. Public comment will be limited to 60 minutes with a limit of three minutes per comment. Public statements of up to three minutes will be read into the record at the meeting. Individuals should email statements to FRC@oak-park.us to be received no later than 30 minutes prior to the start of the meeting. If email is not an option, you can drop comments off in the Oak Park Payment Drop Box across from the entrance to Village Hall, 123 Madison St., to be received no later than the day prior to the meeting.

6. Adjournment

VILLAGE HALL AND POLICE DEPARTMENT PROJECT HISTORY





Facility Review Committee Handout

Committee Purpose:

Resolution 23-309 states “The Committee shall evaluate the feasibility of renovating the current Village Hall facility to meet the needs of modern Village governance while preserving the historic integrity of the existing building and the spirit of open government including meeting project goals of meeting current building codes including addressing life safety issues; meeting current accessibility codes including Illinois Accessibility Code and Americans with Disabilities Act; meeting or exceeding the Illinois Energy Conservation Code; addressing safety and security issues for the building and site and making the existing building functional as a modern Village Hall including addressing space, noise, and lack of support facilities issues. The Committee will evaluate the viability of the facility to address outlined needs, identify options and costs for meeting those needs while maintaining the historic integrity of the existing building and the spirit of open government; and other matters related to Facility Renovation Evaluation Review project as determined by the Committee in its discretion or as directed by the Board of Trustees.”

Project Objective:

The objective of this project is to evaluate the feasibility of renovating the current Village Hall facility to meet the needs of modern Village governance while preserving the historic integrity of the existing building and the spirit of Open Government. The Village of Oak Park has contracted with JLK Architects, a firm with experience in historic preservation, to evaluate the viability of the facility to address outlined needs, identify options for meeting those needs, and define the cost of renovating the Village Hall facility to meet the goals of the Village. The Village has already engaged an architectural firm, Cordogan Clark, to evaluate the condition of the existing Village Hall Building and outline minimum renovation requirements. This report was made available to JLK Architects and the Facility Review Committee.

JLK Architects will divide their evaluation into three tasks. The preliminary scope of work for each task is provided below.

Task 1 – Evaluate the Existing Facility Report and Project Goals

- Meet with Village Staff and existing Architectural firm to review identified project goals and facility needs.
- Review the existing condition report for the Village Hall.
- Review the National Register of Historic Places Registration Form to understand the historical aspects that must be maintained.
- Tour the existing Village Hall facility to gain insight into the conditions and issues that will need to be addressed.

Task 2 – Design Options and Costs

- Develop Conceptual Design Options to meet facility needs that meet the intent of the Village’s project goals and facility needs while maintaining the historic integrity of the building. The concepts to address specific project goals and facility needs shall be in the form of sketches/drawings and narratives.
- Develop Budget estimates for proposed design options that include all related soft costs, furniture, inflation, and sustainability considerations.
- Meet with Village staff and architectural consultant to review proposed options and estimated costs.

Task 3 – Prepare Report and Presentation

- Based on findings, prepare a report that outlines recommended options and summarizes potential renovation costs that meet the goals of the project and address facility issues.
- Work with Village staff and the architectural consultant to prepare and present a summary presentation to the Facility Review Committee and the Village Board.
- Participate and present in up to five public meetings with the Facility Review Committee and Village Board.



Village Hall and Police Department Project Goals

Bring the building up to date to meet current building code. For this exercise, Village staff would prefer not to rely on a grandfather clause(s) to meet current life safety or accessibility codes. This includes:

- Life Safety
 - Signage, emergency lighting, fire alarms, fire protection (fire extinguishers and sprinklers), fire egress (protected stairways and fire rated doors) and fall protection.
 - Upgrade electrical and plumbing to meet current life safety standards.
- Accessibility and Equity
 - Create accessible entry point to all areas of Village Hall that are equitable and dignified for all users (enclosed elevators, equitable points of entry to the building, restrooms, etc.).
 - Meet all standards set forth in the Illinois Accessibility Code and Americans with Disabilities Act.
 - Add gender neutral restrooms.

Bring the building up to current standards for modern workplaces. This includes:

- Promote wellness and staff retention.
 - Additional space is required for all Village Hall functions.
- Improve functionality and quality of workspace.
 - Improve noise control, add support spaces (gender neutral restrooms, employee wellness/interfaith spaces, and a lactation room), implement current privacy standards, and consider separate public and staff restrooms.

Update building infrastructure to meet the Village's sustainability goals. This includes:

- Building Envelope (walls, roof, windows, doors, etc.)
 - Renovate to meet Illinois Energy Conservation Code
- Mechanical Infrastructure
 - Replace to meet Illinois Energy Conservation Code and ventilation requirements.
- Electrical Infrastructure
 - Modernize lighting to meet Illinois Energy Conservation Code.
 - Install a whole building backup generator.
- Achieve LEED Gold Certification

Provide a plan to meet identified space requirements.

- Village Hall currently occupies 40,818 square feet but requires 50,030 square feet to meet current programming needs.
- Police Department currently occupies 35,688 square feet but requires 78,112 square feet to meet the operational needs identified in the Berry Dunn report (2022).
 - For the purposes of this exercise, it should be assumed that the basement area will still be utilized by the Police Department and unavailable for Village Hall expansion.

Implement modern day security standards throughout Village Hall and the Council Chambers. This includes:

- Separate public areas from staff areas.
 - Integrate CCTV monitoring capabilities at security checkpoint in main lobby.
- Relocate customer service areas off the main lobby.
 - Consider ballistic resistance.
 - Customer service areas include: adjudication reception, finance department cashier, permit processing reception, neighborhood services reception, and parking and mobility services reception.
- Consider a mechanism to prevent the public from approaching the Dais.
 - Consider escape/shelter area behind Dais.
- Increase means of egress from Dais, as well as, the theater.



Facility Review Committee

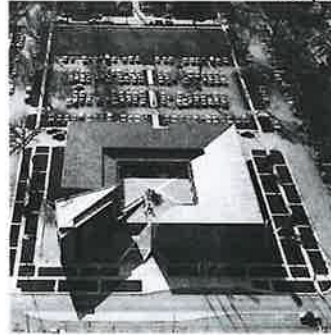
December 20, 2023 at 6:30PM



Village Hall and Police Department Project History

Village Hall and Police Department Project History

- 1975- Village Hall Opens
 - Championed for its open floor plan in which nearly all local government activities were visible
 - The basement of Village Hall was intended to be a temporary location for the Police Department



3

Village Hall and Police Department Project History

- 2014- National Register of Historic Places Nomination
 - Prepared by: Frank Heitzman and the Oak Park Historic Preservation Commission
 - Qualifying Criteria for National Register Listing: Property is associated with events that have made a significant contribution to the broad patterns of our history.
- 2015- WJE Existing Conditions Report



4

Village Hall and Police Department Project History

- 2019- FGM Police Department Space Needs Assessment
 - The goal was to inform the Village on how to best address Police facility needs for the next 30+ years
- 2020- Village Board approved a contract with FGM to begin schematic design based on a preferred option
 - Due to the COVID-19 pandemic, the project was put on hold and no final design preference was identified.



5

Village Hall and Police Department Project History

- 2022- Village staff re-engaged FGM to discuss options to advance the project forward
 - Berry Dunn report notes “numerous challenges with the current police facility that adversely affect efficient and effective operations”
 - Village staff propose that FGM evaluate additional options beyond their original scope



6

Village Hall and Police Department Project History

- 2023- FGM updates Space Needs Assessment to include entire Village Hall Facility
 - 07/05/2023: Village Board votes to move forward with schematic design on Option 4
 - 07/31/2023: Village Board gave staff direction to hold off on schematic design to pursue historical preservation evaluation
 - 08/23/2023: Request for Qualifications issued for Historic Preservation Architectural Services to evaluate the Oak Park Village Hall Facility Renovation Project



Village Hall and Police Department Project History

- 2023
 - 10/30/2023
 - A resolution was adopted approving a Professional Services Agreement with Johnson Lasky Kindelin Architects, Inc. for Historic Preservation Architectural Services
 - A resolution was adopted approving the creation of a Facility Review Committee for the Oak Park Village Hall Facility Renovation Evaluation Project and appointing its members



Village Hall and Police Department Project History

- Facility Review Committee Purpose as identified in Resolution 23-309:

The Committee shall evaluate the feasibility of renovating the current Village Hall facility to meet the needs of modern Village governance while preserving the historic integrity of the existing building and the spirit of open government including meeting project goals of meeting current building codes including addressing life safety issues; meeting current accessibility codes including Illinois Accessibility Code and Americans with Disabilities Act; meeting or exceeding the Illinois Energy Conservation Code; addressing safety and security issues for the building and site and making the existing building functional as a modern Village Hall including addressing space, noise, and lack of support facilities issues. The Committee will evaluate the viability of the facility to address outlined needs, identify options and costs for meeting those needs while maintaining the historic integrity of the existing building and the spirit of open government; and other matters related to Facility Renovation Evaluation Review project as determined by the Committee in its discretion or as directed by the Board of Trustees.



9



Village Hall and Police Department Project Goals

Village Hall and Police Department Project Goals

Bring the building up to date to meet current building code. This includes:

- Life Safety
 - signage, emergency lighting, fire alarms, fire protection (fire extinguishers and sprinklers), and fall protection.
- Accessibility
 - Create accessible entry points to all areas of Village Hall that are equitable and dignified for all users (enclosed elevator, equitable points of entry to the building, etc.).



11

Village Hall and Police Department Project Goals

Update building infrastructure to meet the Village's sustainability goals. This includes:

- Building Envelope
 - Renovate to meet current energy code requirements, including walls, roof, fenestration
- Mechanical Infrastructure
 - Replace to meet current energy code and ventilation requirements
- Electrical Infrastructure
 - Modernize lighting to meet current energy code
 - Install a whole building back up generator
- Achieve LEED Gold Certification



12

Village Hall and Police Department Project Goals

Bring the building up to current standards for modern workplaces. This includes:

- Promote wellness and staff retention
 - Additional space is required for all Village Hall functions
- Improve functionality and quality of workspace
 - Improved noise control and support spaces are critical



13

Village Hall and Police Department Project Goals

Provide a plan to meet identified space requirements.

- Village Hall currently occupies 40,818 sq. ft. but requires 50,030 sq. ft.
- Police Department currently occupies 35,688 sq. ft. but requires 78,112 sq. ft.
 - The basement area will still be utilized by the Police Department and unavailable for Village Hall expansion



14

Village Hall and Police Department Project Goals

Implement modern day security standards throughout Village Hall. This includes:

- Separate public areas from staff areas
 - Integrate CCTV monitoring capabilities at security checkpoint in main lobby.
- Relocate customer service areas off the main lobby (consider ballistic resistance)
 - Adjudication reception, finance dept. cashier, permit processing reception, neighborhood services reception, and parking and mobility services reception.



15

Village Hall and Police Department Project Goals

Implement modern day security standards in the Council Chambers. This includes:

- Consider a mechanism to stop the public from approaching the Dais
 - The way the Dais is positioned leaves people exposed and vulnerable
 - Consider escape/shelter area behind Dais
- Increase means of egress both from the Dais, as well as, the theater.



16



Questions?

Statement to the Facility Review Committee
regarding the Oak Park Village Hall

Frank Heitzman, AIA
December 20, 2023

As you know, Oak Park Village Hall is listed on the National Register of Historic Places since July of 2014. It was only 39 years old at the time of the listing. The National Park Service felt that our village hall is so important that they waived their usual 50-year minimum age criteria. I encourage you to read my nomination document that is included in the list of materials provided by the village to assist in your effort.

The nomination cited two reasons for the building's importance:

Village Hall illustrates distinctive characteristics of a type, period, and method of construction, it represents the work of a master, Harry Weese, and possesses high artistic values:

The construction of Village Hall in 1975 played a key role in Oak Park's struggle to break the downward spiral of white flight from re-segregation and led Oak Park to become a model integrated community where citizens of diverse ethnic backgrounds live together in peace. Oak Park received national attention for the way it inspired and sustained racial integration and demonstrated to other communities how to achieve a diverse mixture of white and black residents to live together in harmony.

When considering the remodeling of a historic building, architects rely on knowledge of its "character-defining features" to retain the historic integrity of the original design.

The character defining features of village hall include the following:

1. Its overall 3-dimensional massing.
2. The open views and vistas of interior spaces where citizens can observe their government at work.
3. The atrium courtyard enclosed on three sides and open to the sky.
4. Its use of Chicago common brick walls both exterior and interior.
5. Its use of red terracotta pavers both in the courtyard as well as on floors of interior circulation spaces.
6. The standing-seam metal roofing.
7. The exposed heavy timber structure on the interior.
8. The council chambers block raised on concrete piers above an open exterior space below and separated from the main building via a cylindrical passage.
9. The exterior ramp leading up to the council chambers from the courtyard, through openings in the brick buttresses.

As in any good design, a proposed addition to a historic building should consider the character defining features and be carefully thought through so as not to destroy the visual importance of the original building.

Opportunities for locating an addition partially or entirely below ground, or set behind other site features that can screen the visibility of new construction should be considered.

Typically, a compatible addition should be smaller than the original building in both height and footprint. To preserve the building's visual character, an addition must be distinguishable from the historic building. Differentiating the new from the old, yet still respecting the architectural qualities and vocabulary of the old, can be accomplished through a variety of proven design techniques:

1. Incorporate a simple, recessed, small-scale "hyphen" connector to physically separate the old from the new building or set the addition back from the wall planes of the original building.
2. Avoid any approach that unifies the two volumes into a single architectural whole. The addition should be clearly differentiated and distinguishable as an addition so that the identity of the historic structure is not lost altogether in a new and larger composition.
3. Use building materials in the same color range or value as those of the historic building. The materials used on the addition need not be exactly the same as those on the historic building; however, new materials that highly contrast with the historic ones should be avoided.
4. Base the size, rhythm and alignment of the addition's window and door openings on those of the historic building.

Harry Weese was a pioneer in the preservation movement in Chicago. He said that every building should be allowed to stand unless there was a compelling reason to do something new and the new design was better than the old. Finding a way to re-use village hall will sustain Oak Parks' record for fostering and preserving important architecture and earn it world-wide praise for maintaining an important landmark and reaffirming our faith in governmental openness that the building represents.

Facility Review Committee- Public Comment for December 20, 2023

Comment 1: Received December 18, 2023 at 4:17pm- Kevin Brubaker

Thank you for serving on this important committee.

By way of background, I clearly remember touring Village Hall the day it opened in 1975. I was therefore shocked to hear that anyone was even contemplating tearing it down.

It was – and is – a model of open architecture reflecting Oak Park’s democratic values. Until the post-COVID wall of plexiglass turned the facility into a poor copy of a 19th century bank, Village Hall was open and welcoming. The fact that various departments worked side by side and with easy public access fostered values of participation and cooperation. And while it is unfortunate that the Police department was relegated to a windowless basement, that decision was made at the request of Oak Park’s police chief.

Like many buildings approaching middle age, this one is in need of rehabilitation. As you contemplate this, though, I urge you to think modestly and creatively.

Modestly: Oak Park doesn’t need a massive building renewal or a new Village Hall; we simply need to fix the leaks, improve accessibility, and build a new police facility. Much of the white-collar workforce in America now works a hybrid schedule; don’t build out space for every employee to be at Village hall 40 hours/week. Challenge anyone who tells you Village staff is outgrowing this building.

Creatively: When the police eventually move out of the basement, what other Village needs could be addressed by that space? Are there School, Library, Park Service, or Township needs that could be met? For example, what about moving D97 out of 541 Madison and putting that building back on the tax rolls? Alternatively, what Village space needs could be met elsewhere? For example, I’ve visited a number of public libraries where you can check out a book, pay a parking ticket, and pick up a permit application all in one building.

I look forward to following your progress,

Kevin Brubaker

Comment 2: Received December 20, 2023 at 4:44pm- Michael Iversen

Facility Review Committee:

The following is public comment regarding tonight's meeting on the Village Hall building.

1. On the Facility Review Committee's webpage, I noticed that two documents were previously completed but not included, referenced or disclosed during the July 5, 2023 Village Board discussion on Village Hall (Agenda J. MOT 23-67, 'A Motion to Select an Option for the Police Station Improvement Project and Direct Staff to Prepare Final Conceptual Design Drawings and Advance to Schematic Design the Village Board’s Selected Option'.

These documents are as follows;

- *Village Hall Facility Condition Assessment (Cordogan Clark, June 6, 2023).*

- *Space Needs Program* (FGMA, March 3, 2023)

Why weren't these documents made public prior to the Village Board meeting on July 5, or referenced during the meeting, as they were essential to any discussion?

2. The *Village Hall Facility Condition Assessment* (Cordogan Clark, June 6, 2023) provides a total estimated cost for all recommended improvements of \$5.5M. This is significantly below previous cost estimates by FGMA and discussed by the board for various renovation and new construction options (\$75-135M)..How can there be such a disparity between Cordogan Clark and FGMA cost estimates?

3. *Space Needs Program* (FGMA, March 3, 2023) despite the trend toward less staff and space needed for municipal governments due to online resources and remote workers, FGMA somehow calls for 17 more staff positions and an additional 9,200 sf of space. Most of the additional staff are categorized as interns, assistants to dept. heads and future staff. Also, there is no mention of how many office positions have been replaced by remote workers, and thereby downsizing space needs.

In summary, the previous village board public discussions regarding Village Hall have not been transparent, having excluded essential documents. Furthermore, the information previously provided by FGMA is highly questionable, both in terms of costs and space needs.

I recommend the Facility Review Committee reflect and review prior village board discussions, and re-establish a credible and accurate line of inquiry.

Regards, Michael Iversen