



Village Manager's Report
Week ending February 27, 2015

Meetings scheduled for the next week:

- Monday, March 2:
 - Village Board Executive Session, 6:30 p.m., room 130
 - Village Board Regular Meeting, 7:30 p.m., room 201
- Tuesday, March 3:
 - Environmental & Energy Commission, 7 p.m., room 130
- Wednesday, March 4:
 - Citizen Involvement Commission, 7 p.m., room 101
 - Public Art Advisory Commission, 7 p.m., room 102
 - Zoning Board of Appeals, 7 p.m., room 201
- Thursday, March 5:
 - Plan Commission, 7 p.m., room 201

Upcoming Meetings:

- Monday, March 9 – Village Board Special Meeting regarding Intergovernmental Collaboration Sustainability, 7 p.m. room 101

New telephone system launched – The Information Technology Department has successfully launched the new telephone system for all Village operations. Nearly 300 new telephones were distributed, configured and made operational at 12 separate sites, including Village Hall, the Public Works Center and all three Fire Stations. The new system includes queuing features for Permit Processing and Parking Services that offers anyone on hold two or more minutes to request a call back, rather than continuing to hold. The new telephone system allowed IT to substantially reduce the number of telephone circuits, which will mean an annual savings of \$20,700. In addition to internal operational improvements like enhanced redundancy and load balance between Village Hall and the Public Works Center, the groundwork also has been laid for future operational improvements such as enhanced e911 information, paging and intercom services.

CityView configuration underway – Staff from Development Customer Services, Public Works, Health, Fire and Information Technology is completing workbooks that will be used by [CityView](#) to configure the new permitting information management system. Several specialized webinars on a range of subjects such as licensing, engineering, permits, planning, health inspections, fire alarms and code enforcement have helped us to understand how the system needs to be configured to best meet our specific needs. Learning how the CityView system works also has helped us to identify

changes in many of our current processes that will streamline internal operations and improve the customer experience. The internal information gathering phase should be completed in mid-March, which will allow CityView to take our workbooks and actually begin configuring the system for extensive testing prior to the tentative go-live date of mid-September. With many communities taking a year or more to implement such a large-scale project, we are pursuing a very aggressive time table that would not be possible without the dedication and commitment of the staff involved.

Snow update – Village crews were back on the streets this week as a lake-enhanced snow event dropped about four inches overnight Wednesday into Thursday. The snow emergency parking plan was initiated to allow crews to plow main streets curb to curb before moving onto residential side streets. Fourteen plows worked in tandem, while another plow focused on downtown Oak Park and the small trackless vehicle cleared crosswalks at schools and public transit stations.

New historic district plans – A public meeting has been scheduled for 7 p.m., April 27 at the main Library to determine if a new historic district should be created for the Hulbert Subdivision in the 500 through 800 blocks of Clinton and south Kenilworth avenues. The Hulbert Subdivision has been recognized for decades as a significant neighborhood in south Oak Park, and investigating it as a historic district was in the 2010 Strategic Historic Preservation Plan. Although the area was included in a [2012 historic resources architectural survey](#) and was determined officially as eligible for the National Register in December 2013, the Historic Preservation Commission had to delay the project until this year due to other demands. The HPC's 2015 work plan includes preparing a map and frequently asked questions/answers that can be mailed to each property owner within the proposed area in advance of the April meeting. If public support is deemed sufficient, a preservation consultant will be hired to research and prepare a National Register nomination that also would be used to simultaneously designate the district locally. The HPC requested \$15,000 for the project this fiscal year and has received a \$14,000 [Certified Local Government Program](#) grant that will cover 70 percent of the project costs up to \$20,000, the estimated total cost to the Village. More information on public outreach efforts will be provided in advance of the April public meeting.

Green film fest tickets – The Village is giving away two pairs of free tickets to the One Earth Film Fest opening event set for 6:30 p.m., Fri., March 6 at the Film Row Cinema at Columbia College, 1104 S. Wabash Ave. in Chicago. Anyone interested in attending the event should email village@oak-park.us and include *Gala Tickets* in the subject line. Two recipients will be drawn randomly from those who express an interest in attending. In addition to screening the film [Ground Operations: Battlefields to Farmlands](#), the event will include refreshments. More information on the film festival, which will host screenings of several films in a number of local venues, is [posted online](#). The Village received the tickets as part of its sponsorship of the film fest.

Public Works activities –Streets Division crews continued filling potholes and installing temporary pavement patches for various water main breaks throughout the Village. Water & Sewer Division staff repaired a fire hydrant on the northeast corner of Ridgeland Avenue and Harrison Street, as well as continued checking fire hydrants throughout the Village to ensure they were not frozen. Forestry Division

crews pruned trees in the area bounded by North Avenue, Division Street, Harlem Avenue and Austin Boulevard, while the private contractor trimmed trees north of I-290 and south of Madison Street, working eastbound from Austin Boulevard. To date, the contractor also has removed more than 100 diseased and damaged trees south of I-290, at a rate of about seven trees a day.

Township seeking volunteers – The Township has asked the Village to help spread the word that volunteers are being sought for youth and senior services advisory committees. The Youth Services Committee, which meets the first Wednesday of each month, advises the township board on funding for local agencies that sponsor programs for youth, especially those at risk of involvement in harmful or illegal activities. The Senior Services Committee, which meets quarterly, monitors and makes recommendations about services and programs for senior citizens. Interested residents should have a special interest in, and experience with, youth or senior needs in the community. Applications are available at www.oakparktownship.org, from the Township office, 105 S. Oak Park Ave., or by calling 708.383.8005. The application deadline is Fri., April 10.

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