



**TENTATIVE Agenda
President and Board of Trustees
Monday, November 12, 2012
Village Hall
123 Madison Street**

Open Meeting/Special Meeting at 7:00 p.m. The Board is expected to immediately adjourn into Executive Session (Closed Session) in Room 130 at approximately 7:00 p.m. and will return to Open Session in Room 101 at 7:30 p.m.

Special Meeting at 7:30p.m. in Room 130

- I. Call to Order
- II. Roll Call
- III. Consideration of Motion to Adjourn to Executive Session to Discuss Collective Bargaining in Room 130 at 7:00 p.m.
- IV. Return to Open Session at 7:30 p.m. in Room 101
- V. Agenda Approval

Instructions for Agenda Public Comment

(3 minutes per person; 3 items per person maximum)

Comments are 3 minutes per person per agenda item, with a maximum of 3 agenda items to which you can speak. In addition, the Village Board permits a maximum of three persons to speak to each side of any one topic that is scheduled for or has been the subject of a public hearing by a designated hearing body. These items are noted with a (*).

- VI. Public Comment
- VII. Resolution Approving 2013 Action Plan and Authorizing Submission to the US Department of Housing and Urban Development
- VIII. Discussion & Review of Recommended Draft 2013 Budget as Reviewed by the Finance Committee

This is the 4th Special Meeting of the Village Board on the Proposed 2013 Budget. Since February of this year, the Finance Committee held 15 meetings in preparation for these meetings with the Village Board. The Interim Village Manager presented her recommendations to the Finance Committee on August 20, 2012 and a draft was posted on the Village website. After the last Finance Committee Meeting on October 22, 2012, a revised recommended budget was prepared for the Village Board to include the Finance

Committee recommendations or modifications. This document is also posted on the web. The budget is planned for adoption on December 10, 2012.

A. Wrap-Up Items from the Budget Process

- I. Personnel Services Update**
- II. Final Decision on Outstanding Items**
- III. Follow-up Pension Discussion Scheduled for 11/19/12**

IX. Adjourn

For more information regarding Village Board meetings and agendas, please contact the Village Manager's Office at 708.358.5770. If you require assistance to participate in any Village program or activity, contact the ADA Coordinator at 708.358.5430 or e-mail adacoordinator@oak-park.us at least 48 hours before the scheduled activity. Agendas and agenda materials are now available electronically on the village web site. Visit www.oak-park.us mouse-over News, then click on Board Agendas and Minutes.

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

VII.

Item Title: Resolution Approving 2013 Action Plan and Authorizing Submission to the U.S. Department of Housing and Urban Development

Resolution or Ordinance No. _____

Date of Board Action: November 12, 2012

Staff Review: Janis Akerstrom, Grants Manager

Department Director Name:



Craig Failor, Village Planner

Village Manager's Office:

Item History (Previous Board Review, Related Action, History):

The Village Board of Trustees approved the federal 2010-2014 Consolidated Housing and Community Development Plan at their November 2, 2009 Board meeting. The 2010-2014 Consolidated Plan is a planning document submitted to and approved by US HUD, and consists of a Five-Year Strategic Plan created to address low and moderate income resident needs in the community, and the first year Action Plan for the use of funds in meeting those needs.

The 2013 Action Plan identifies the Community Development Block Grant and Emergency Solutions Grant funded projects for the fourth year of the 5-year Consolidated plan, and the estimated outcomes for 2013. On September 18th, 2012, the Board released the Draft 2012 Action Plan for a 30-day public comment period, which ran through October 19th, 2012.

At the September 18th meeting, the Board requested staff locate or transfer funds as possible to cover the deficit noted in the draft project list presented. That was accomplished as explained below. This leaves the Village Housing Programs and Public Works 2013 federal grant projects funded at the levels requested in the Village's 2013 Draft Budget Recommendations document.

The Finance Committee of the Board met on October 18th to review the 2013 funding requests from the Village Partner Agencies. The Committee recommended that additional 2013 CDBG funding be allocated to the Oak Park Housing Center to restore its federal funding support to a prior year level of \$200,000 in CDBG (or \$38,388 additional funds requested). The Housing Center is funded under the administrative and public service areas that are spending-capped, so funds were transferred from Village program administration funding to accomplish the adjustment in addition to a recommendation to use General Funds.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

Notice of Availability of the draft Action Plan for public comment was published per regulatory requirements. Copies of the draft document were available on the Village Community Development webpage at http://www.oak-park.us/Community_Services/Community_Development_and_Planning.html, the Office of the Village Clerk, the Oak Park Main Library and its branches. No public comments on the Action Plan were received during this 30-day period. Board approval of the final document is now requested. The 2013 Action Plan will be submitted to HUD by November 15th, 2012. HUD will review the 2013 Action Plan and, upon approval, grant funds will be released for distribution to the Village of Oak Park in 2013.

Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):

There are no additional Intergovernmental opportunities in this area.

Item Budget Commentary: (Account #; Balance; Cost of contract)

The 2013 CDBG allocation to the Village of Oak Park is currently estimated at \$1,563,540 and the ESG allocation is estimated to be \$149,456. An additional \$97,149 of unused/returned 2011 grant funds (includes the original rollover of \$33,000, plus \$54,149 of unused 2011 Village Housing Programs Small Rental Rehabilitation funding and \$10,000 of unused 2011 Oak Leyden Facility Improvements funds) were rolled over to supplement the HUD 2013 award and cover the funding deficit of \$64,149.

Staff recommends that \$26,097 in 2013 Village administration funds shift from Village program administration to the Oak Park Housing Center Admin project funding. In addition staff recommends the remaining \$12,291 to be funded from the General Fund.

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

Final Action Plan must be submitted by regulatory deadline above, as part of the application for receiving the 2013 grant award from US HUD. Any further funding alternatives or changes can be accomplished through amendments to the Action Plan in 2013, after it has been approved by HUD.

Not submitting the Action Plan could result in the delay or denial of a 2013 HUD grant award for Oak Park.

Proposed Recommended Action: Approve resolution

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: Discussion and Review of the Recommended FY 13 Budget As Reviewed by the Finance Committee

Resolution or Ordinance No. _____

Date of Board Action:

Staff Review: November 12, 2012

Village Manager's Office:

[Signature]

Item History (Previous Board Review, Related Action, History):

Since February of 2012 the Finance Committee of the Village Board held 15 meetings in preparation for the formal review of a proposed budget with the Village Board. The Interim Village Manager presented a recommended budget on August 20, 2012 and a draft was available on the Village's web-site.

After the last Finance Committee on October 22, 2012, a revised recommended budget was prepared for the Village Board to reflect any consensus revisions recommended by the Finance Committee.

The Village Board is scheduled to hold 5 meetings for review of the proposed budget. Final adoption of the budget is expected on December 10, 2012.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

This is the 5th and final budget meeting with the Village Board to review the proposed FY13 budget. At the last meeting of the Village Board, a list of "wrap-up" issues was confirmed for final Board review and direction at this November 12, 2012 Special Meeting on budget. In addition, the Interim Village Manager will recap and review the recommendations related to Personnel Services, major initiatives and the final schedule for adoption which includes an additional pension discussion scheduled for November 19, 2012.

Proposed Recommended Action: Discussion Only