

INTERGOVERNMENTAL COMMITTEE
OAK PARK LOCAL GOVERNMENTS

Approved Minutes
Saturday, August 30, 2014
Oak Park Village Hall
123 Madison Street
9:00 am-10:30 am

Attendees:

Paul Aeschleman - Parks
Peter Barber – Village
Matt Baron – Library
Graham Brisben - D97
Jim Gates - D97
Steve Gevinson – D200
Victor Guarino - Parks
Clarmarie Keenan - Township (9:25)
Colette Lueck - Village
Andrea Ott – Village
Jeff Weissglass – D200

Absent:

Ade Onayemi – Township
Bruce Samuels - Library

Others Attending:

Teresa Powell – Village

Call to Order

The meeting was called to order at 9:12 am by Colette Lueck.

Approval of Minutes

It was moved and seconded to approve the minutes of July 12, 2014. The minutes were approved.

Public Comment

There was no public comment.

Discussion of Plans for the October 25 Meeting or Assembly of All Local Boards

Ms. Lueck provided a brief overview of prior discussion of plans for the fall meeting of all local Boards. Jim Gates provided a proposal from the D97 Board indicating their recommendations for the fall meeting, including an overview, concept fundamentals, outcome, and proposed topics for discussion. Ms. Lueck suggested that this proposal be a starting point for today's discussion.

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Date and Location

Mr. Aeschleman reported that October 25 is the better date to host the Park District Barbeque, which will follow this gathering. Mr. Gates suggested that one of the two middle schools might work best to accommodate the number of people involved and indicated that he would check on availability. Proposed time frame is 8:45 am (gathering), 9:00-11:00 am or noon for meeting, followed by the barbeque. Ms. Lueck suggested that Parks and D97 work together to finalize arrangements.

Flow of Day

Ms. Lueck recommended beginning with networking (15 minutes) with the meeting to begin at 9:00 am. She suggested assigned seats (name plates and name tags) to provide mixed groups from each board at tables. Mr. Gates asked how breakout discussions at tables would comply with the Open Meetings Act. Ms. Powell will contact the Illinois Attorney General Public Access Counselor (PAC) to discuss the structure of this assembly and get an opinion on how this can be handled as soon as a written proposal for the day is available.

An introduction and use of a facilitator were discussed with the importance of setting the tone and expectations for this gathering. Mr. Weissglass suggested that each member announce his/her name and board rather than roll call, if this is an acceptable alternative.

Topic/Purpose

Ms. Lueck suggested consideration of the topic of the day. Mr. Aeschleman suggested economic development/financial sustainability and costs. Mr. Gates suggested that each board member would have both a private and public purpose in mind, representing their board's challenges and their own perspective as well. He suggested a brief CFO presentation dealing with taxation and long term fiscal sustainability as the purpose of the presentation.

Mr. Weissglass suggested that a presentation could take 20 minutes per CFO and that is too long. Mr. Gates noted prior discussion to educate the public; Mr. Weissglass suggested that the Board members must first learn from each other. Mr. Gates agreed, but asked how each board member could learn the constraints of all other boards in a table conversation.

Ms. Lueck pointed out that while a public event was the initial plan, past experience indicates that attendance might be very limited and that this could be done after this initial meeting through public outreach and surveys, for example.

Format of Meeting

Mr. Baron suggested dividing up the 180 minutes allotted for the meeting. Mr. Gevinson suggested that three topics be identified, and that participants rotate from table to table to discuss each one, allowing for a broader understanding of the constraints of other boards beyond one's own.

Structure of Presentations

Ms. Lueck suggested that a single topic might be most productive and Mr. Gates agreed. Mr. Guarino suggested 3-4 slides in the same format by each presenter. Mr. Weissglass and Mr.

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Aeschleman recommended a one hour limit for any presentations and stressed educating all attending as a baseline. Mr. Guarino noted that cost drivers differ among boards and that all need to understand these differences and what is fixed or negotiable. Mr. Gates suggested 15 minutes of introductions, 15 minutes of presentations and an hour each for governments to present and then groups to discuss.

Mr. Baron suggested that the materials to be discussed should be prepared in advance (same format for each board's information) and that these packets be used by each attendee to prepare for the meeting.

Format of materials

Mr. Barber suggested a compromise: background provided in advance then 3-4 slides presented by each board. Mr. Guarino suggested that Revenue and Expenses (fixed and variable) and major issues of each board comprise the slides. Ms. Lueck suggested that each board identify a key driver or challenge faced by each board. Mr. Gates recommended no more than 5 minutes to present each set of slides and a limit of one page of text per board. He also recommended that a sample "tax bill" be included (explained by Ali El Saffar). Mr. Weissglass note that the D200 tax holiday would skew this year's bill. Mr. Weissglass asked if those attending were speaking as "boards" or "individuals" and noted that this discussion implied the former.

Mr. Gates suggested a "future" slide. Mr. Barber suggested that each board provide a five year projection (already prepared previously for I-Gov). Ms. Lueck suggested that they be compiled and distributed together, asking the questions "What does it look like?" and "What should be done?" She noted that this was the mission of I-Gov, how each board is interconnected and what to do.

Ms. Ott suggested that there were two conversations: the first to inform those attending and the second to discuss what was presented with time for individual conversations.

Format and Leadership of Discussions

Mr. Aeschleman suggested not a speaker but 5 minute presentations; possible with a brief introduction. Mr. Gates offered to help with that. Mr. Weissglass suggested that the purpose of the day be included. Ms. Lueck suggested collective recognition of what each board deals with, appreciating the struggles toward a good outcome. Mr. Barber suggested understanding the challenges and working jointly to address them. There was further discussion of alternative ways to present questions and possible outcomes.

Overview of Decisions Today

Ms. Lueck summarized recommendations:

1. A facilitator to start and manage the meeting.
2. A "tax bill" slide.
3. 4 slides by each board in a 5 minute presentation; Mr. Gates and Mr. Guarino will design the format.
4. Format will be emailed to group to share with CFOs.
5. Questions to be finalized at next meeting (how to be useful and managed)

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Facilitator

The group offered several suggestions for a facilitator; should not be obviously affiliated with any single board or "have an axe to grind". Mr. Brisben noted that this was not a one-shot event, but would set the foundation for future conversations and collaboration.

Project Committee

Ms. Lueck, Mr. Aeschleman and Mr. Gates will work together on getting a facilitator. Mr. Guarino had offered to draft a template for the slides.

Expenses for Event

The group discussed cost of the event and agreed that it could be split among the boards and was not likely to be expensive. The Park District will cover the cost of the barbeque, as they do each year.

Purpose of Event

Mr. Barber favored open discussion versus limited. Mr. Baron noted that the mission is the same as I-Gov and is somewhat intangible. Mr. Aeschleman suggested that the theme is to educate board members to be more effective. Mr. Barber and Mr. Brisben see this as a foundation for future conversations and discussions. Mr. Gates suggested that planning such events might be the new mission of I-Gov. Ms. Keenan suggested that transparent reporting could be possible through OP/FYI.

Next Steps

Mr. Gates recommended that the Project Committee summarize plans and distribute to all.

Ms. Powell will contact the PAC to determine how best to handle compliance with the Open Meetings Act.

Mr. Guarino will send Mr. Gates the draft template for slides.

Mr. Gates will confirm the location with D97.

Reports from Taxing Bodies

Ms. Powell announced details of early voting at Village Hall for the November 4, 2014 General Election.

Next Meeting

Ms. Powell will send a Doodle request for the next two planning meetings prior to the October 25 event.

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Adjournment

The meeting was adjourned at 10:41 a.m.

SUBMITTED AND RECORDED IN THE OFFICE OF:

Teresa Powell, Village Clerk