

APPROVED MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES OF THE VILLAGE OF OAK PARK
HELD ON MONDAY, JUNE 28th, 2010 AT 7:00 P.M.
IN ROOM 101 OF OAK PARK VILLAGE HALL

OFFICIAL RECORD:

PRESENT: Trustees Brewer, Hale (7:03), Hedges, Lueck, Johnson and Pate
ABSENT: President Pope
QUORUM: President Pro-Tem Lueck called the meeting to order at 7:02 P.M. and declared that a quorum was present.

AGENDA

President Pro-Tem Lueck asked that the Agenda dated June 28th, 2010, be approved. It was moved and seconded to approve the Agenda. A voice vote was taken and the Agenda was approved.

President Pro-Tem Lueck noted that the United State Supreme Court had ruled today on Oak Park's handgun ban. The Legal department and other staff will review the impact of this decision on Oak Park's current ordinance and bring recommended changes to the Board of Trustees.

REGULAR AGENDA

A. 2009 AUDIT PRESENTATION

1. Overview of Audit

CFO Craig Lesner introduced Auditor Dan Berg, a partner at Sikich LLP, which conducted the 2009 Comprehensive Financial Report. Mr. Berg presented a review of the process and noted that the delay in the completion of the 2008 audit until February delayed initiation of this process by three months until February.

Sikich conducted weekly conference calls after this and returned for three weeks in May to assist with the process, including some items normally handled by internal staff to complete a draft audit by the end of April. Actuarial information and the WestCom audit delayed final work a bit longer. Sikich met with the Finance Committee on June 22nd, made further tweaks on June 24th, and released this report to the full board on Friday, June 25th. Still to be prepared are the Letter of Transmittal and the MDNA. The final version of the Management letter is ready, Federal revenue for the single audit, the TIF audit and the state comptroller online report are ready to be delivered. If the Board of Trustees directs it, these will be delivered on Wednesday, June 30th.

Mr. Berg focused on three primary areas of the report: the General Fund, which has a balance of \$1.93 million when the long term receivable for the Parking Fund of \$4.1 million is deducted; the Enterprise funds, now all operating in the black; and the self-insurance retention and employee health and life funds which show a \$2 million deficit.

Mr. Lesner discussed the challenges of budgeting for the insurance funds and recommended risk mitigation through training. These funds are financed through contributions from other funds based on the relative contributions they make to the claims being processed. Board members discussed methods to address the deficit in these funds, including expense reduction and higher revenue contributions.

Mr. Lesner reviewed the enterprise funds and noted that Parking had greatly reduced their deficit, which is still a challenge. The overall fund balance is at \$1.4 million, down from \$1.5 million and

noted improvement in many fund positions. The General Fund had previously subsidized many of the other funds.

2. Board Questions

Trustee Hedges suggested that staff investigate joining an insurance pool, not only for financial reasons but also for risk management and training resources and asked staff to research and report back to the Board.

Trustee Hale asked if the 3% fund balance had a negative impact on bond ratings. Mr. Berg noted that slow receipts from the State of Illinois require greater reserves, and noted that further erosion of the fund balance could have a negative impact on ratings.

Trustee Johnson discussed trends and noted the changes due to the capital outlay for the rebuilding of the Public Works building in 2007 and asked that related information be presented in graph form for ease of understanding. Mr. Barwin pointed out the growth in public pensions and noted that the \$5 million total is equal to the \$5 million cost of general government.

Trustee Lueck asked about the differences in classification between this report and the Village budget. Mr. Lesner noted that this was due to different requirements for GAAP and GASB versus the HUD presentation.

Trustees asked about continuing and upgraded concerns in the Management Letter and questioned whether Finance has the right people in the right positions. Mr. Lesner noted that outsourcing of Payroll, if approved by the Board, will free one additional staff member to focus on other issues. Board members asked for a plan to address these issues and regular more frequent reports on progress to resolve these issues. President Pro-Tem Lueck asked that any additional comments be directed to the Finance Committee

3. Motion to Refer to Future Board Meeting for Final Adoption

President Pro-Tem Lueck asked that any additional comments be directed to the Finance Committee. The Board voted unanimously to refer the audit to a future Board Meeting for final adoption.

CONSENT AGENDA

*All Ordinances and Resolutions adopted herein
are herewith ordered filed in the Office of the Village Clerk*

- D. Resolution 2010-R-85 entitled **RESOLUTION AUTHORIZING THE EARLY TERMINATION OF MARKETING SERVICES AGREEMENT MSA 0511/B**

It was moved and seconded to approve the item under the Consent Agenda.

The roll call on the vote was as follows:

AYES: Trustees Brewer, Hale, Hedges, Johnson, Lueck and Pate

NAYS: None

ABSENT: President Pope

The Consent Agenda was adopted

B. HISTORIC PRESERVATION COMMISSION PRESENTATION OF STRATEGIC PLAN

1. Overview by HPC Consultant

President Pro-Tem Lueck introduced Diane Williams of Business Districts, Inc., who presented the Strategic Historic Preservation Plan developed over the past year with the help of a 15 member steering committee made up of stakeholders in the process. The plan notes that historic preservation and economic development are not mutually exclusive and that education is an important component of the proposed process.

2. Board Questions

Trustees discussed the plan and asked about any changes and next steps. Ms. Williams noted that changes involved development of an action plan and priorities from the recommendations. The Board supports the idea of a retreat by the Steering Committee, possibly in conjunction with the Historic Preservation Commission, to review and prioritize activities.

The Board asked Ms. Williams if there would be costs associated with implementation, and Ms. Williams noted that she had done some initial estimates of items that might require expenditures.

Trustee Johnson praised the report and noted the opportunities for interdepartmental cooperation and joint efforts by commissions, calling this a “holistic twenty-first century view.” Other trustees noted the opportunities presented by these partnerships and indicated that the partnership includes the Board. They asked for more details from the Steering Committee, including any red flags in the details. Additional comments from outgoing commission chair Tom Bassett-Dilley and incoming chair Christina Morris were made.

3. Is moved and seconded to approve a Motion to Refer to a Future Board Meeting for Adoption

The roll call on the vote was as follows:

AYES: Trustees Brewer, Hale, Hedges, Johnson, Lueck and Pate

NAYS: None

ABSENT: President Pope

The motion was approved.

C. PUBLIC ART ADVISORY COMMISSION PRESENTATION OF PERCENT FOR ART PROPOSAL

1. Overview by PAC

David Sokol, Chair of the Public Art Advisory Commission (PAAC), provided an overview of the report of the commission. He noted that the idea of allocating funding for art through the PUD process first came to the Board of Trustees several years ago as a compensatory benefit and that Whiteco had contributed \$30,000 to the pool for public art. The Plan Commission discussed incorporation of this item into the PUD process and making it a part of negotiations and had discussed this requirement with developers of the Lake and Forest property. This proposal will provide structure for this requirement as requested.

Public Art Commissioner Robert Bloch presented details of the proposal and provided arguments in favor of this proposal, which would include both public and private revenue streams for art. John Troelstrup, President of the Oak Park Area Arts Council, spoke in favor of the proposal. Pat Zubak, Executive Director of Downtown Oak Park, presented a letter from her board expressing reservations about the proposal.

2. Board Questions

Trustees discussed the proposal and asked questions of Mr. Sokol, Mr. Bloch and Business Service Center manager Loretta Daly. They expressed concerns about including this requirement of developers, of including performing arts due to competing claims by such groups, and whether the amount and sources of funding are appropriate.

3. Final Direction on Proposed Policy and Direction to Staff to Prepare Necessary Documents for Adoption at a Future Board Meeting

The Board asked the PAAC to prepare information about what amounts of funding would be required and how they would be used. They asked Village staff to provide additional details as well and report back in the fall.

SUPREME COURT DECISION

Village Manager Tom Barwin announced that the Board of Trustees has received the report of the Board of Health regarding the impact of handguns which will be a valuable resource as the Village reviews and revises its ordinance. The Legal department will lead review of necessary revisions, and Village Attorney Ray Heise noted that the Health Department information will be helpful in developing findings of fact.

ADJOURN

It was moved and seconded to adjourn the meeting. A voice vote was taken and the motion was approved. The meeting was adjourned at 10:10 P.M. on Monday, June 28th, 2010.

SUBMITTED AND RECORDED IN THE OFFICE OF:

Teresa Powell, Village Clerk