

Finance Committee of the Village Board Minutes  
Thursday, October 24, 2013  
7:00 pm Room 130

**APPROVED MINUTES**

Call to order 7:13 p.m.

Present were members of the Finance Committee, President Abu-Taleb, Trustee Robert Tucker, Trustee Glenn Brewer. Trustee Salzman was not in attendance.

Staff in attendance included Village Manager Pavlicek, CFO Lesner, Village Attorney Stephanides, Public Director John Wielebnicki, IT Director Alvin Nepomuceno, Village Engineer Jim Budrick, Asst. Village Engineer Bill McKenna, Budget Manager James Harris.

There were no minutes submitted for approval from the meeting on Tuesday, October 22, 2013. Staff noted that with the short duration between meetings, there was not sufficient time to prepare the minutes.

There was one public comment from Dr. Ohara, 300 block of South Taylor regarding alley conditions.

Village Engineer Budrick noted in FY14, Capital budget proposes 29 alleys. President Abu-Taleb inquired about establishing a program for cost sharing with residents. It was discussed that it can be done and not currently a practice in Oak Park.

The Building Improvement Fund was reviewed including the following significant items:

- Village Hall/Police Station cooling tower (HVAC), original from 1970s.
- Village Hall courtyard window replacement. Currently single pane important to establish energy efficient building envelop to more appropriate size for the most efficient cooling tower. Trustee Tucker asked if the HVAC decision is impacted by D97 conversation regarding an administrative building at Village Hall. Director Wielebnicki stated that Village Hall/Police Station would likely require a separate unit from a new facility. However, we have been delaying the conversation until there is direction/decision related to D97, therefore, funding in the recommended budget would not be committed until further Board direction is provided.
- Police Station improvements to Gun Range. Current Police staff is looking at other departments. Director Wielebnicki indicated he was unsure that engineering work would proceed in 2013. The funding has been held in the Capital budget for multiple years and in 2014 it will be important to determine best direction to resolve situations. President Abu-Taleb asked staff to think outside the box in this matter and determine why do we have to have our own range and whether there are

opportunities to share with Cook County or River Forest. Manager Pavlicek indicated staff would also evaluate the economics of officer overtime and travel outside of Oak Park jurisdiction while on shift. It was also requested that staff look at the ability to charge other agencies to use our range for their training needs. Further discussion was held by the committee about the visibility of the Police Station as well as the space needs. Trustee Tucker noted preference for the range in the basement and support for bringing personnel "upstairs" to enhance visibility. A meeting and/or tour was requested of the range along with more information from the Chief about utilization (e.g. how often are officers required to qualify, etc.)

- Fire Station and DPW repair listing was reviewed.
- Dole Center repair needs reviewed and discussion was held regarding staff working with Library and Park District to consider change in ownership. Trustees Tucker and Brewer indicated support for sale.

IT Director Nepomuceno reviewed the Equipment Replacement Fund including the following significant items:

- Telephone system update to move to a newer technology. Discussion regarding functionality to callers was discussed as well as maintenance costs which staff noted will decrease from \$33,000 to \$15,000. It was noted that wi-fi in Village Hall will also be improved. President Abu-Taleb asked if this will help reduce staff and it was reported that it will not impact FTEs and there was a dedicated telephone staff support employee that was eliminated in 2008. It was asked if this would be cloud based and staff advised that they did not want to have the phones cloud based since the Village would lose phone services if the internet goes down, and voice is deemed more critical than data as data can re-send. Trustee Tucker asked if we are re-cabling to the older format and Director Nepomuceno advised that the Village Hall was last cabled in 1999 and this cabling will support VOIP. President Abu-Taleb asked for Commission input and there was consensus to review this with the CISC. Trustee Brewer asked about discussing with other entities and Director Nepomuceno shared that he has met with other taxing bodies.

Director Wielebnicki reviewed the Fleet Replacement Fund.

- Staff noted the Fleet Quality indicates that 75% of current vehicles are within life span of their services therefore 25% of the fleet is due for replacement however, we do not replace at that rate.
- The funds for fire equipment are for current lease payments for prior year purchases as well as the new Fire Ladder truck.
- In regards to Police vehicle replacement, Federal and State RICO funds are used to pay for their vehicles and generally they have been purchasing 8 to 10 replacement cars per year. In FY14 only 4 are proposed as a result of available funding.
- In Public Works there is a pick-up truck replacement.

Environmental Services Fund was reviewed by Director Wielebnicki.

- Staff advised there is an opportunity to increase trash and litter control through this

Fund as opposed to the General Fund which currently supports such services and has been reduced over the years, especially in Business Districts that do not have SSA funding.

- Staff noted that the contract with Waste Management contains a 1.8% cost increase in 2014 and the recommended budget does not proposed fee increase to pass this cost onto residents as there is more than sufficient fund balance available at this time to cover the increase in costs.
- Food Scrap program was reviewed noting that it reduces the waste stream costs by eventually reducing tipping fees. Trustee Tucker asked if there are plans for a restaurant composting program and it was recommended by President Abu-Taleb that it be tested in individual restaurants to learn. Staff reviewed prior Board discussion to franchise the commercial waste hauler as opposed to the current process which only franchises residential waste collection and noted that proposal was rejected but that subject to direction it could be revisited.
- Director Wielebnicki noted that they are initiating the return of the lawnmower exchange program and starting block party composting educational programs.
- The Fund balance was discussed extensively and it was concluded that these funds should be maintained in this fund for future rate relief at such time as it is needed.

Water/Sewer Fund was reviewed by Director Wielebnicki.

- Staff noted the bulk of expenditures is payment for water to City of Chicago and in 2014 the City of Chicago is increasing that rate by 15%. Manager Pavlicek noted that the Village has an expired contract with the City of Chicago. There was consensus to bring back this contract to the Board for consideration.
- A review of major projects included the continuation of the overhead sewer grant program.
- Staff was asked to look at a total rate increase of 16% to provide capacity for pending capital needs.

TIF Funds were reviewed.

- Trustee Johnson's email was reviewed and there was a discussion about the request for a study regarding development of a Roosevelt Road TIF. Trustee Tucker asked staff for their recommendations. Manager Pavlicek noted she has met with Paul Zimmerman about options for the corridor and is hoping to hear back from him regarding questions or recommendations.
- Staff reviewed each TIF.

General discussion was held regarding the upcoming timeframe the full Board's review and the Public Hearing process.

Moved by Trustee Brewer to adjourn. Second by Trustee Tucker. Ayes: All. Nays None. The meeting was adjourned at 8:56.