





Memorandum

TO: Kevin J. Jackson, Village Manager 

FROM: Kira Tchang, Assistant Village Manager/HR Director 

FOR: Village President and Board of Trustees

DATE: April 29, 2024

SUBJECT: Financial Update Regarding Asylum Seekers in Oak Park

Purpose

The purpose of this memo is to provide the Board with a financial update regarding staff's response to asylum-seeking migrants who were residing in the Village of Oak Park ("Village"). The Village's timeline of events, official communications, and other relevant information is available on the Village's [Assisting Asylum Seekers](#) webpage.

Funding Overview

There are three primary sources of funding for the Village of Oak Park's response to asylum seekers in the community:

- 1) **Local funds** which originated as American Rescue Plan Act ("ARPA") grant dollars that were subsequently taken as lost revenue in the Village's general fund. The Village Board appropriated \$150,000 to fund and support asylum seekers on October 30, 2023 (MOT 23-105) and an additional \$500,000 to provide aid and support for asylum-seeking migrants in Oak Park on November 20, 2023 (MOT-109).
- 2) **State of Illinois funds** in the form of Supporting Municipalities for Asylum Seeker Services ("SMASS") grant dollars. The Village received two grants from SMASS in two rounds. Such grant dollars are referred to as SMASS I and SMASS II. The Village was granted \$400,000 in SMASS I funds and \$2,070,750 in SMASS II funds. In March, the State also indicated via email that it was committed to developing a FY25 contract with the Village for \$200,000 in new arrival rental assistance pending their FY25 appropriation process.
- 3) **Cook County funds** in the form of Disaster Response and Recovery Fund ("DRRF") grant dollars. The Village was granted \$365,261.59 in DRRF reimbursements. The Village has applied for an additional \$471,790 in DRRF dollars in response to the State and County's request to braid the funding sources, which will shift the shelter expenses to Cook County while the State focuses on wraparound services including short term

rental assistance and legal support services. This includes reallocating temporary protective measure expenses related to the Oak Park Family Transitional Shelter to the DRRF and a request for additional reimbursement to the Village for other costs incurred while operating a temporary shelter program.

In total, the Village appropriated \$650,000 in local funds and was granted \$2,836,011.59 in State and County grant dollars with an application for an additional \$471,790 in DRRF dollars pending approval. It is important to note that, upon approval of the additional Cook County DRRF dollars, staff would no longer seek reimbursement for the Oak Park Family Transitional Shelter through the State and would instead be reimbursed through the County. This shelter was budgeted to operate for four months at a total cost of \$1,370,750.

As of April 29, 2024, staff estimates the total funding available for the Village's response to Asylum Seekers including local, state and county dollars to be **\$2,587,052**.

VOP Temporary Shelter Program Expenses

As of April 29, 2024, the Village has expenses totaling \$964,443.41 for the operation of its temporary shelter program from November 2023 through the closure of Grace Episcopal Church on March 22, 2024. A summary of the program expenses is set forth below:

	VOP Temporary Shelter Program	
Legal Services	\$ (12,146.00)	
Security	\$ (144,607.12)	
Food & Nourishment	\$ (388,810.05)	
Transportation	\$ (249.89)	
Language Access	\$ (46,315.83)	
Relocation Services	\$ (15,036.42)	
Wraparound Services	\$ (82,941.45)	
Housing	\$ (242,155.18)	
Refuse	\$ (635.00)	
Laundry	\$ (660.00)	
Medical Supplies	\$ (561.83)	
Operational Supplies	\$ (30,324.64)	
Disputed Expenses*	\$ (100,218.33)	Under review by VOP
Total Expenses	\$ (1,064,661.74)	
SMASS I - received	\$ 340,215.51	
SMASS I - pending	\$ 59,784.49	
Cook County DRRF I - pending	\$ 365,261.59	Receipts submitted
Cook County DRRF II - pending	\$ 197,509.00	Application under review
Net Balance	\$ (101,891.15)	

*Disputed expenses mainly include unforeseen start-up costs in November from the YMCA

To date, the Village has been reimbursed for \$340,215.51 in SMASS I funding. The Village has been approved for \$59,784.49 in additional reimbursements, which fully expenses the SMASS I grant of \$400,000. Additionally, the Village has been approved for \$365,261.59 in Cook County DRRF dollars. Expenses have been submitted to the County and are currently under review. The Village has also requested an additional \$197,509 in reimbursements for its temporary shelter program in its second application for DRRF.

SMASS II Expenses to Date

The second phase of the Village's response was funded through SMASS II grant dollars for the purpose of providing a transition to asylum seekers out of the Village's shelter program. SMASS II included dollars for dedicated legal services, temporary shelter, short-term rental assistance, and administrative services. All expenses were incurred between January 16, 2024, and June 30, 2024. As of April 29, 2024, the Village has submitted expenses related to legal services and short-term rental assistance to the Metropolitan Mayors Caucus for reimbursement. This includes a portion of the legal services budget and the majority of the short-term rental assistance budget. *Additionally, the Village has estimated expenses related to the operation of the Oak Park Family Transitional Shelter from inception through closure in early April 2024, however, at the request of the State and County, reimbursement for those services will likely be provided through Cook County.

	Total Granted	Total Invoiced
Hughes Socol Piers Resnick & Dym	\$ 360,000.00	\$ 190,385.12
OPFTS	\$ 1,370,750.00	\$ 274,281.00*
CoC Resettlement	\$ 300,000.00	\$ 296,532.00
VOP Admin	\$ 40,000.00	\$ -
Total	\$ 2,070,750.00	\$ 761,198.12

VOP Resettlement Funds

As of April 29, 2024, the Village Board has reallocated \$450,000 in general funds, which staff understand to be allocated from the \$650,000 in local funds already identified for the asylum seeker response, for the purpose of resettlement of asylum seekers. This includes those who have been housed at the West Cook YMCA, the Carleton Hotel, Grace Episcopal Church, and Euclid Methodist Church. The State committed to developing a contract with the Village for \$200,000 in FY25 for new arrival rental assistance pursuant to the State's budget and appropriation process. The Village will continue to pursue all avenues for reimbursement of resettlement funds.

Summary

In summary, pending Cook County DRRF II approval, staff estimate that the Village will spend no more than ~\$102,000 on non-reimbursable expenses for operating its temporary shelter program from November 2023 to March 2024. When combined with local dollars allocated toward the resettlement of migrants in the community, the Village will have spent

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approximately \$552,000 of the \$650,000 in local dollars allocated toward the response, with the potential for State reimbursement of some resettlement expenses. The Village will also come in under its SMASS II budget with total SMASS II expenses estimated at \$700,000.

For questions, please contact Kira Tchang, Assistant Village Manager/HR Director, via email at ktchang@oak-park.us or by phone at 708-358-5652.

cc: Lisa Shelley, Deputy Village Manager
Ahmad Zayyad, Deputy Village Manager
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Ron Kobyleski, Fire Chief
Joseph Terry, Deputy Fire Chief
Christina M. Waters, Village Clerk
All Department Directors