

INTERGOVERNMENTAL COMMITTEE
OAK PARK LOCAL GOVERNMENTS

APPROVED Minutes
Saturday, September 20, 2014
Oak Park River Forest High School Board Room
201 North Scoville Ave.
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 9:10 am by Colette Lueck.

Approval of Minutes

It was moved and seconded to approve the minutes of August 30, 2014. Mr. Weissglass provided a clarification to a remark about presentations. The minutes were approved as amended.

Public Comment

There was no public comment.

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

Logistics

Ms. Powell reported on arrangements for the meeting, including invitations sent and responses to date, public comment forms and details, other VIPS to invite, other guests at BBQ and the Open Meetings Act information from the Attorney General's office regarding logistics and quorum for the meeting. Committee members should remind other officials to respond.

INTERGOVERNMENTAL COMMITTEE OAK PARK LOCAL GOVERNMENTS

Open Meetings Act Issues

Mr. Weissglass reported on concerns of the high school board since they anticipate 3 people (majority of a quorum) able to attend the meeting. The high school's attorney is reaching out to the Attorney General's office to determine the best alternative to address this issue.

Finance Templates

Mr. Guarino and Mr. Gates prepared two similar versions of the template for each government to use to present their financial information, including Revenue, Expenses, Fund Balance, and Organizational Challenges. Several details were discussed and these items were agreed to:

- "Top drivers" are included in Revenues, Expenses and Fund Balance
- Each government will present 5 years past and 5 years ahead (10 years total), but a shorter period is acceptable if that length of time is not possible.
- The fund balance as the percentage of annual general operating fund will be part of the fund balance page.
- No more than five bullet points will be included on the "Organizational Challenges" page, fiscal or other will be left to the taxing bodies to determine.

The template will be sent during the week of September 22 with instructions to staff to explain these points with a deadline to respond and assemble the presentation. Mr. Aeschleman will coordinate distribution to all I-Gov members to pass to staff and monitor responses. Responses are due no later than October 6.

Presentations and Facilitation

The Facilitator will set the tone of the assembly, an opportunity for all to learn, without any "gotcha" moments. Questions will be discussed in the breakout sessions, not during the presentation. Each government will have five (5) minutes to present. There will be no "summary" slide.

The triple bottom line sustainability model (economic, environmental, social) of the Grand Rapids master plan shared by Paul Aeschleman last week was discussed as a model. Mr. Gates suggested that some top issues be identified with each table identifying three "top" and three "bottom" issues each breakout group is most interested in.

Mr. Weissglass suggested that the points to be presented for selection come from the Village's Comprehensive Plan recently adopted by the Village Board, which is far more than a simple "land use" plan. Ms. Lueck, who is very familiar with the Comprehensive Plan, offered to help the planning team select topics for discussion.

Prior consideration of rotating members among different tables further mix the group was discarded as too difficult given everything else being planned. There will be seating charts to assure a mix of members at each table.

Discussion and Reporting Process

Discussions will be reported back to the full group using a template form to be developed by Ms. Ott. If any participants take on the role of scribe, it might interfere with participation, so this alternative seems the best way to capture ideas. It is also recommended that each table have an I-Phone recording of the discussion for transparency.

Twenty minutes will be devoted to each of the broad topics: economic, environmental and social. Definitions of topics are needed.

INTERGOVERNMENTAL COMMITTEE
OAK PARK LOCAL GOVERNMENTS

The metrics defined by the Grand Rapids report offer a good model for more specific metrics for Oak Park. Mr. Barber recommended that each of the three "top" priorities include proposed outcomes.

Mr. Barber and Mr. Guarino left the meeting.

Facilitator

Following brief discussion of the qualifications of the two candidates under discussion, Gil Herman was selected unanimously to be asked to facilitate. Mr. Gates proposed a small honorarium. Mr. Gates and Mr. Brisben will confirm with him.

It was decided that Ali EISaffar would not be needed to present an opening slide of the tax bill.

The meeting will begin at 9:00 am, end at 11:30 am with time for public comment before noon.

Public Comment

This will take place in the last half hour of the meeting with 2 minutes per speaker, a maximum of three on a particular issue. Observers will be encouraged to contact board members directly and links to each board's website will be provided on the back of the agenda.

Government Allocation of Costs for Event

Space and associated costs are provided by D97.

Parks will provide the barbeque and all costs related to this; the facilitator will be invited to stay.

The Village will provide the check for the honorarium.

The Library will provide coffee and refreshments during the arrival period.

Reports from Taxing Bodies

There were no reports from Taxing Bodies.

Next Meeting

The next meeting of the Intergovernmental Committee will take place on Saturday, October 18, 9:00 a.m. at the Oak Park Township Office Board Room.

Adjournment

The meeting was adjourned at 10:35 a.m.

SUBMITTED AND RECORDED IN THE OFFICE OF:

Teresa Powell, Village Clerk