




Memorandum

TO: Kevin J. Jackson, Village Manager 

FROM: Emergency Operations Center

FOR: Village President and Board of Trustees

DATE: December 29, 2023

SUBJECT: Emergency Shelter Program Update

The Village of Oak Park recently learned that additional funding, \$350,000, will be provided by Cook County to assist in the extension of the emergency shelter program through February 29, 2024. The amount has been confirmed and further details on that assistance will be forthcoming.

It was previously announced this month that the availability of the West Cook YMCA (YMCA) and The Carleton Hotel of Oak Park (The Carleton) would be ending on January 31, 2024, and all asylum-seeking residents will be required to move out by that date. The Village has since reached an agreement to extend the shelter program at those locations for an additional month until February 29, 2024. The Village's current shelter program will not be extended beyond that date. It is anticipated that the emergency declaration, currently set to expire on February 6, 2024, will expire on February 29, as well.

Beginning March 1, 2024, rooms being occupied by asylum-seeking migrants at the YMCA and The Carleton Hotel will no longer be available due to pre-existing commitments made by those businesses prior to accepting new arrivals.

Asylum seekers are being strongly encouraged to work with caseworkers to make plans for the future beyond February 29, 2024. Additionally, Village staff will continue to share any existing resources as they become available. Those who arrived in the United States prior to July 31, 2023 will be assisted with application for Temporary Protected Status. If asylum seekers have been able to identify another location with housing available, the Village of Oak Park will provide transportation for relocation.

In addition to receiving the information above, all asylum-seeking migrants who are currently staying at the YMCA and The Carleton will be provided with a Demand for Possession and Termination Notice that is legally required to provide adequate notice to vacate those spaces by February 29, 2024. Due to requirements imposed by the Circuit Court of Cook County, this

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document must be written in English, however caseworkers are prepared to translate it as necessary.

The information above is being shared in its entirety, beginning today, with migrant residents and staff who are assisting with transition support in both English and Spanish. Village staff has been on site to assist in communicating this update. Village staff will also be assisting with individual meetings for asylum-seeking migrants beginning next week to help answer any outstanding or arising questions. These meetings are expected to be regular and ongoing moving forward.

As mentioned above, the Village of Oak Park recently learned that additional funding will be provided directly by Cook County to assist in the extension of the program. Further details on that assistance will be forthcoming. Support for the emergency shelter program has been made financially possible through a combination of \$400,000 through Supporting Municipalities for Asylum Seeker Services (SMASS) grant funding and \$650,000 allocated by the Village Board in unspent American Rescue Plan Act (ARPA) funding as lost revenue in the Village's Revenue Fund. Moving forward, the Village has also been notified by the State of Illinois that additional resources may be available to support the transition.

Additional information on the Village-led asylum-seeking migrant response can be found at www.oak-park.us/emergencyresponse23.

Cc: Lisa Shelley, Deputy Village Manager
Ahmad Zayyad, Deputy Village Manager
Kira Tchang, Assistant Village Manager/HR Director
Christina M. Waters, Village Clerk
All Department Directors