

Memo To: Village President Scaman and Board of Trustees
Memo From: Interim Village Manager Shelley
Date: November 5, 2021
CC: Chief Financial Officer Drazner
RE: Monday November 8, 2021 Special Meeting on the FY 22 Budget

Overview

As a reminder, we are more than half-way through the budget process to adopt the FY 22 budget. The Five-Year Capital Improvement Plan was adopted for FY22-FY26 and the Finance Committee completed their initial review of the FY22 recommended budget. On Monday CFO Drazner will provided an overview of the proposed FY22 budget. In addition, there are a number of follow-up items from the Finance Committee that are attached to the agenda item in Granicus. During the meeting on Monday, we will review all follow-up items. Depending on the outcome of the meeting on Monday, I may recommend moving our next meeting from Thursday November 11th to Monday November 22nd given that Village is running a number of vaccine clinics for children 5-11-year-old next week afterschool until 9pm and a large number of staff and volunteers may be required for added support.

Follow-up Items from the Finance Committee

Below is a listing of the items that the CFO changed in the draft document since the start of the Finance Committee discussions:

- 1) An increase of \$1,600,000 in Affordable Housing revenue based on the anticipated change in timing of receipt of developer contributions.
- 2) Various changes reducing Health Insurance Fund revenues by \$600,000. This is only an accounting change. 100% employee-funded programs (i.e. dental/vision plans, FSA for dependents and medical expenses) will no longer be shown and budgeted as revenue with a corresponding matching expenditure.
- 3) \$10,000 was added to the DCS budget for the Arts Council (salary)
- 4) \$25,000 was reduced from the VMO external support budget to remove a redundant survey expenditure.
- 5) \$50,000 was added to the VMO external support budget for the community safety consultant.
- 6) \$14,000 was added to the Communications general contractual account toward revamping the VOP website.
- 7) \$1,000 was added to the Communications external support account for annual Zoom memberships.
- 8) Various expenses were reduced in the Health Insurance Fund budget related to item #2 above.

Below is a list of specifically requested follow-up items from the Finance Committee discussions:

- a) The Finance Committee asked the CFO about his predictions regarding inflation and the impact on the budget (see attached article in Granicus he provided)
- b) Community Relations Director responded to a question about his Fair Housing training
- c) IT Director responded to a question about safeguards from cyber-security (memo in Granicus)
- d) Adjudication Director responded to the increase in postage and more information regarding restorative justice training (memo in Granicus)
- e) Police Chief responded to added information on ABLE training (memo in Granicus)
- f) Public Works Director is seeking clarification on a board goal related to referring the Vision Zero project to the Transportation Commission (memo in Granicus)
- g) Communications Director provided a recommendation to keep the Community Survey in the FY22 budget given this is the only scientifically valid survey the Village conducts
- h) Additional Information from CFO Drazner on the cost of added fire fighter personnel (spreadsheet in Granicus)
- i) Interim Village Manager Shelley responded to a request from the Village Board to set aside a small portion of funds (\$50,000) for any added expenses that may result from the community safety discussion (memo in Granicus)
- j) Listing of Memberships in Board Budget (will post Monday)
- k) Listing of External Support in Village Manager Budget (will post Monday)

Upcoming Discussion Items Related to the FY 22 Budget

During the November 15, 2021 Regular Meeting, the Village Board will review and vote on the Oak Park Economic Development Corporation's partner contract and funding. All other Partner contracts will be on the last meeting in December or in January. Given this contract expires at the end of the year and there are some recommended changes to the by-laws that require some discussion, this contract and funding will be on the next meeting to allow time for discussion instead of at the December 6, 2021 regular meeting since there are numerous items on the agenda at the end of the year. The outcome of that discussion, including the funding, will then be reflected in the FY22 budget.

Visit Oak Park is asking for additional funding from ARPA. Staff will bring this forward as part of the November 15, 2022 regular meeting as well when I committed a first report on the survey received during the month of October. Although I haven't seen the final report of all the requests, I will point out any immediate needs for discussion at the December 6, 2021 regular meeting and the majority of the discussion will be recommended for discussion early in FY 2022.

Funding for the board goal to refer the concept of a Vision Zero plan to the Transportation Commission is also planned for the November 15, 2021 regular meeting.