



October 31, 2019

Ms. Athena Williams
Executive Director
Oak Park Regional Housing Center
1041 South Boulevard
Oak Park, IL 60302

Re: Status of the Village of Oak Park Funding Grant Agreement – Notice of Suspension of Payments on October 1, 2019

Dear Ms. Williams:

As a follow-up to my letter dated October 1, 2019 regarding the *Village of Oak Park Funding Grant Agreement – Notice of Suspension of Payments*, below is a summary of the most recent status.

On Tuesday, October 22, 2019, the Village received all outstanding reporting requirements noted in my October 1, 2019 letter. In addition, we met on October 29, 2019, along with Development Customer Services Director Tammie Grossman Tracey Wik, President, Housing Center Board of Directors and Jay Readey who was the Interim Executive Director prior to your appointment. As a part of that meeting, we discussed the Regional Housing Center's lack of a 2018 audit. Pursuant to Section 11.1 of the Funding Grant Agreement, the Regional Housing Center must conduct an annual audit by an independent audit/accounting firm by June 30th and a copy of the audit report must be provided to the Village within thirty (30) days of the Housing Center's receipt of the audit.

Enclosed is a copy of the Housing Center's correspondence dated June 29, 2019 advising the Village that the audit would be available September 30, 2019. Also enclosed is correspondence from the Housing Center's accounting firm dated October 25, 2019 which advises the audit would be available November 20, 2019.

Without the required audit completed and submitted to the Village, issuance of the Village's payment to the Housing Center of grant funds, which is currently suspended per the October 1, 2019 notice is further precluded under the Agreement. As Village Manager, I cannot waive this requirement. I have provided this information to the Village Board in the event the Board would deem it in the best interests of the Village to waive the audit requirement through November 30, 2019 and authorize issuance of the suspended payment. The Village Board may consider this matter at its Regular


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Meeting on November 4, 2019 at 7:30 p.m. You are encouraged to attend the meeting but it is not a requirement.

I would note that both myself and Tammie Grossman are happy to answer any questions or provide additional information if needed.

Respectfully,

VILLAGE OF OAK PARK

A handwritten signature in cursive script, reading "Cara Pavlicek".

Cara Pavlicek
Village Manager

cc: Tammie Grossman, Development Customer Services Director
Steven Drazner, Chief Financial Officer



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Oak Park Regional
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CENTER

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1041 South Boulevard
Oak Park, IL 60302
(708) 649-7150
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July 29, 2019

Ms. Cara Pavlicek, Village Manager
Village of Oak Park
123 Madison Street
Oak Park, IL 60302

RE: Partner Agency Budget Request Audit for 2018

Dear Ms. Pavlicek,

I am writing to inform you that our financial audit for fiscal year 2018 is still currently underway and is expected to be completed by the end of the third quarter, 2019. The audit is being performed by Ringold Financial Management Services, 850 S. Wabash Avenue, Suite 320, Chicago, IL 60605. If you have any questions regarding this audit, please do not hesitate to contact Lily Bartkoske at 312-566-9705.

Sincerely,

Jay Readey
Interim Executive Director

RINGOLD

CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

October 25, 2019

Athena Williams
Executive Director
The Oak Park Regional Housing Center (OPRHC)
1041 South Boulevard
Oak Park, IL 60302

Ms. Williams,

It was a pleasure meeting with you yesterday, per our conversation we have been engaged to prepare OPRHC's Audit and 990 for the year 2018; we will have the audit & 990 completed on or before November 30, 2019.

We recommend you contact the State and the IRS to explain the reason for the delays and request an additional extension.

If you have any questions please do not hesitate to give me a call directly.

Sincerely,



Michelle Ringold, CPA
President & CEO