



*Confidential*

Date: November 26, 2019 *(grammatical update 11/27/19)*

To: Village President and Village Board of Trustees

Fr: Cara Pavlicek, Village Manager

Re: FY20 Recommended Budget Cuts

Cc: Deputy Village Manager Shelley  
CFO Drazner  
Village Attorney Stephanides

In accordance with the Board's consensus during the Special Meeting of the Village Board on November 25, 2019 to review the FY20-24 Capital Improvement Plan and Recommended FY20 Budget, attached is the list of the \$300,000 in reductions which I have incorporated into the final FY20 Budget in order to limit expenditures to no more than a 3% property tax levy increase.

The recommendations were developed today in consultation with the CFO and four largest operating Departments in the Village – Development Customer Services, Fire, Police and Public Works. They include a combination of Capital Fund reductions and General Fund reductions of approximately \$150,000 in each for a total of \$300,000.

In the Capital Fund budget, \$100,000 capital funding for Bikeways was removed and added to the Sustainability Fund which is now funding a total of \$200,000 for the Bikeways using bag fee revenues. Another \$25,000 was reduced for traffic calming on Augusta (it was \$75,000 and is now \$50,000) and \$25,000 was reduced from Parkway trees. Public Works Director Wielebnicki advised that prior to the Emerald Ash Borer disease impacting Illinois, the Village traditionally funding parkway tree plantings at \$100,000 per year and therefore, he is supportive of the \$175,000 funding in FY20 (as opposed to the initial \$200,000 recommendation). By reducing the Capital Fund by \$150,000 the transfer from the General Fund to the Capital Fund is reduced.

In the General Fund, several vacant positions are being eliminated including one civilian FTE in police and multiple summer interns in Development Customer Services, Fire and Public Works. Finally, in the Police Department funding was removed for the lease payments for the 2-10 Chicago office space which houses the State's Attorney and Resident Beat Officer. As the Board may recall, the lease expires on 12/31/2019 and the Village Board in executive session on November 18, 2019 did not support a successor lease. Police Chief Reynolds has been in contact with our local State's Attorney liaison following the November

18, 2019 executive session and is collaborating in effort to identify alternate free office space.

Please note I have marked the memorandum confidential as it reviews matters from executive session held on November 18, 2019. Please let me know of any questions.

Attachment

Village of Oak Park		
FY20 Proposed to Recommended (for Adoption) Budget Changes		
<u>Description</u>	<u>GL#</u>	<u>Amount</u>
Reduce GF to CIP interfund transfer (reduction in Augusta Street Traffic Calming project page 13)	1001.41300.101.591895	(25,000)
Reduce GF to CIP interfund transfer (move \$100K for Bicycle Blvd project from Main CIP to Sustainability Fund page 15)	1001.41300.101.591895	(100,000)
Reduce GF to CIP interfund transfer (reduction in replacement of parkway trees page 48)	1001.41300.101.591895	(25,000)
Eliminate Police Department PEO Supervisor (currently vacant)	various (salary/benefits)	(73,027)
Eliminate DCS Department Intern (.25 FTE)	various (salary/benefits)	(7,662)
Eliminate Fire Department Intern (.25 FTE)	various (salary/benefits)	(5,423)
Eliminate PWD 2 Interns (Fleet)	various (salary/benefits)	(13,120)
Eliminate PWD 1 Intern (Streets)	various (salary/benefits)	(6,560)
Remove lease expense for 2-10 Chicago Ave office	1001.42400.101.540659	(50,200)
Replenish regional housing center budget	1001.46206.240.585652	300,000
Reduce real estate transfer tax revenue	1001.41300.101.414409	5,992
Total above		-