



## Agenda Item Summary

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### **Submitted By**

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### **Reviewed By**

A.M. Zayyad, Deputy Village Manager

### **Agenda Item Title**

**A Resolution Approving the Work Plan of the Village of Oak Park Aging in Place Commission for 2023**

### **Overview**

Each year, the Village Board reviews and approves work plans for the Village of Oak Park Commissions and Boards. Back in March of this year, the Village Board approved the 2023 Commission and Board work plans, except the Aging in Place Commission. The Aging in Place Commission's proposed 2023 work plan is presented here for consideration.

### **Recommendation**

Adopt the Resolution

### **Background**

On March 6, 2023, the Village Board approved the 2023 Village Commission and Board work plans in accordance with the Village Code. At that time, the Aging in Place Commission had just re-instituted meetings and they required additional time to draft their 2023 work plan. The Aging in Place Commission spent three meetings developing its 2023 draft work plan.

Each commission and board created a red-line version of changes proposed from the prior year. The Aging in Place Commission has put forth significant adjustments to their last approved 2021 work plan. Previously approved 2021 language is shown with wording to be removed crossed through and new wording bold and underlined. Both a red-lined version of the proposed 2023 work plan and a clean copy of said work plan, are attached. At a later date, Village staff will be bringing to the Village Board, the Commission's recommended changes to the Commission's enabling ordinance language, for consideration.

A memo from the Village Attorney is attached to this agenda item that summarizes the history of each commission and the village code. As previously communicated, after the Village Board reviews and approves work plans, they are posted on the Village website and are used to establish the monthly meeting agendas.

### **Fiscal Impact**

The Aging in Place Commission is requesting expenditures of \$2,500 for 2023. The specific category of individual proposed costs are shown on the attached draft work-plan.

As was pointed out when the Village Board considered the other work plans in March of 2023, historically, the Village has an account in the Village Manager’s budget that sets aside the funds for all of the commissions and boards. This year, all of the commissions and boards combined are requesting \$46,380. As was pointed out in March of 2023, the Village sets aside \$20,000 in this account for this purpose (as is the case in fiscal year 2023), however, staff is not recommending a budget amendment at this time because the commissions and boards do not typically use all of the funds that they planned to use. For example, last year, the commissions and boards requested \$32,830 and only spent \$12,000. Attached is a summary comparing last year’s funding requests compared to this year’s requests, with the Aging in Place Commission’s request shown in red.

As was mentioned in March, staff will monitor the spending of the funds and when the expenses are close to exceeding the budget, a budget amendment will be forwarded to revise the budget officially from \$20,000 to \$43,880.

The staff liaison to each commission and board is responsible for managing any purchases or contracts that may be related to a commission/board work plan item and following the same purchasing requirements as other Village expenses. The Chief Diversity, Equity, and Inclusion Officer is the Aging in Place Commissions staff liaison.

**DEI Impact**

N/A

**Alternatives**

N/A

**Previous Board Action**

N/A

**Citizen Advisory Commission Action**

N/A

**Anticipated Future Actions/Commitments**

N/A

**Intergovernmental Cooperation Opportunities**

N/A