



## Agenda Item Summary

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**Submitted By**

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**Reviewed By**

LKS

**Agenda Item Title**

**A Motion to Reject all Proposals for Consulting Services Related to the Proposed Formation of an Intergovernmental Environmental Community Organization or i-ECO and Direct Staff to Prepare the Necessary Actions to Establish a Full-Time Sustainability Coordinator.**

**Overview**

It is not recommended that the Village pursue professional consulting services for the purpose of forming a not-for-profit organization along with development of mission, vision, organizational structure, operating budget and legal structure.

**Staff Recommendation**

Approve the motion.

**Fiscal Impact**

Funding was provided in the FY17 Sustainability Fund for the consulting fees. Specifically, the Fund provided for \$125,000 for external support. By separate action on the agenda, a budget amendment reallocates those funds to salary and benefits and an amendment to Appendix VII of the Personnel Manual will establish the Sustainability Coordinator position with a base salary range of \$70,000 - \$95,000.

**Background**

The Village of Oak Park issued a Request for Qualifications (RFQ) in August 2016 and received two responses on September 9, 2016. Interviews with both respondents were held in October. While both respondents offered unique professional services to support the formations of a not-for-profit organization along with development of mission, vision, organizational structure, operating budget and legal structure, the associated fees were significantly different. Specifically, the base fees for services ranged from \$59,535 to \$102,815.

Staff carefully considered that the funding available in the FY17 Budget to support sustainability coordination is from residential garage fees as well as the complexity of identifying supporting funding from other local units of government for sustainability (due to the unique Statutory Authority Villages, Park Districts, Schools, Libraries and Townships to appropriate public funds.) It was also considered that the Village received policy support from each of the local units of government for the Village pursuing professional services for the formation an Intergovernmental Environmental Community Organization referred to as i-ECO. Finally, is was considered that the time needed to form a not-for-profit organization along with development of mission, vision, organizational structure, operating budget and legal structure resulted in reconsideration of the prior strategy. Therefore, it is proposed that it will be more effective to return to the use of a public employee, reporting to the Village Manager, to coordinate and support sustainability efforts within the community.

**Alternatives**

The Village Board could defer action and seek additional information.

**Previous Board Action**

On March 9, 2015, the Village Board approved a motion directing staff to work towards the establishment of an Intergovernmental Environmental Community Organization (i-ECO) following a discussion of the concept by the Village on December 1, 2014.

**Citizen Advisory Commission Action**

N/A.

**Anticipated Future Actions/Commitments**

The Board will need to approve a budget amendment to re-appropriate the funding identified in the FY17 Sustainability Fund from consulting services to salary and benefits and established the Sustainability Coordinator position in Personnel Manual, Appendix VII.

**Intergovernmental Cooperation Opportunities**

Whether sustainability efforts are coordinated through a non-profit or a Village employee, it is proposed that the coordination with other taxing bodies is critical.

**Performance Management (MAP) Alignment**

N/A.