

**MINUTES OF THE REGULAR MEETING OF THE OAK PARK TOWNSHIP BOARD OF TRUSTEES HELD TUESDAY, MAY 24, 2022, CONDUCTED ELECTRONICALLY.**

**CALL TO ORDER AND ROLL CALL**

Clerk DaToya Burtin-Cox called the meeting to order at 7:05 p.m. and the meeting was conducted electronically. On the call of the roll the following participated: Trustees Margaret Trybus, Ade Onayemi, Tim Thomas, Eric Davis; Supervisor, Clarmarie Keenan; Clerk, DaToya Burtin-Cox; Township Manager, Gavin Morgan; and Township Attorney, John Garofalo. Also in attendance: Cheryl Potts, Director of CMHB and Prevention Manager Kelly O'Connor.

**PUBLIC COMMENTS**

None available

**APPROVAL OF CONSENT AGENDA**

Trustee A Onayemi moved to approve the Consent Agenda which included the Minutes from May 10, 2022, Board Meeting with correction of CMHB budget information in notes, and the Audit of the Bills for the period of April 30, 2022, through May 13, 2022. Motion was seconded by Trustee M Trybus. Motion was passed unanimously.

**BUSINESS ITEMS**

Senior Services Committee Appointment

- Candidate Ms. Bell-King
  - o Trustee Thomas and Supervisor Keenan were impressed with her presentation and commitment to issues.
  - o Candidate is interested in the issue of Fraud Alert
    - Suggested she should work with Communications Specialist, Wendy Senger.
- Trustee T Thomas made a motion to accept the candidate. Trustee M Trybus seconded the motion. The Trustees unanimously passed the motion.

FY23 Tentative Budget

- P. 46 - Capital Outlay
  - o Software for Transportation routes
    - Township will put out request for bids
  - o Vehicle
    - Budget for \$185,000 but seeking lower cost vehicle
  - o Building Improvements
    - Tuckpoint pricing - \$13,000
    - Windows @105 S Oak Park Ave
    - Office Space build - \$40,000 [project can be phased]
    - Lighting
      - Initial investment \$20,000 [includes cushion]
      - Roof [both bldg. tear \$488,000]
  - o Funds available
    - Previous budget under spent
    - All projects can be funded, and fund balance stay below the policy threshold
- E Davis question – are line items are available?
  - o G. Morgan - tentative budget available to all
    - Fund balance – if revenues are as expected and money spent on everything it would bring Town Fund balance down to 6-months of budgeted expenditures
  - o M Trybus – can we show fund balance as a revenue source in FY23 budget?
    - GM – will seek opinion from finance about making it clear in the

- budget report that capital outlay will be coming out of fund balance
- Supervisor Keenan wants to make sure the Township is being transparent

Trustee E Davis made a motion to accept the tentative budget. Trustee A Onayemi seconded the motion. The motion passed unanimously.

## **DISCUSSION ITEMS**

### **Branding Update**

- June 1
  - 10 am – Staff meeting in parking lot at 130 S Oak Park Ave
    - Clerk asked if it will also be virtual
      - Manager to investigate issue
      - Board is invited
- Partner Launch [6/5/22]
  - Open House from 11-1
  - 100 partners invited
- Day in Our Village
  - 6/5/22
  - Thanks to board members that signed-up to volunteer
  - 2 tables
  - Volunteers to wear new Township Shirts
    - Working on making sure shirts are available

### **COVID**

- Numbers may be leveling
- OP in high transmission
- Masking required at Township
  - Events being held outside

### **Transportation for Youth**

- Park District of Oak Park; OPRF Community Foundation; YMCA and other partners to discuss at 5/31/22 mtg
  - Transportation for youth to programs
- OPT does not have the bandwidth to meet youth capacity
  - Senior Services requires most of OPT access to vehicles
- OPT needs more information:
  - Insurance
  - Chaperones
  - Responsibility
  - Maintenance
  - Storage

### **MANAGER REPORT**

- Levy edit report
  - Asked county to remove loss & cost to be in-line with Board passage of Levy Resolution
  - Sent back to clerk's office
- Housing
  - Working with partners; Housing Authority, Housing Forward, Regional Housing Center on behalf of a few clients
  - Age Options wants to fund part-time housing specialist for seniors

### **SUPERVISOR**

- Request attendance at Memorial Day Parade and Day in Our Village
- Branding – We need to let village know about OPT work
- OPT needs to work on keeping committees filled
- Greg White tree dedication
  - Plaque is ready

- White's family is selecting site in Scoville Park

**CMHB (Trustee Trybus)**

- Mental Health Awareness Month mentioned in the Wednesday Journal

**Youth Services Committee (Trustee Onayemi)**

- Out for the summer
- 1 committee vacancy

**Senior Services (Trustee Thomas)**

- Housing issues were discussed
  - Could use part-time position to assist
  - Working with partners to remove roadblock experienced
  - 1 committee vacancy

**I-GOV**

- 5/21 event was a success
- 2 public attendees
- Information shared across government bodies
  - Potts discussion fantastic
  - Increased understanding among the taxing bodies

Trustee M Trybus – latest edition of OP/FYI had a half page about OPT issues

**ADJOURNMENT**

- Trustee M Trybus moved to adjourn at 8:13 pm; Trustee A Onayemi seconded the motion which passed unanimously.

**NEXT MEETING**

The next meeting of the Oak Park Township Board of Trustees will be the Public Hearing on the budget followed by a Regular Board of Trustees Meeting conducted in-person and/or electronically among Board members at 7:00 p.m. Tuesday, June 28, 2022 at 7 pm at the Township Office locate at 130 S. Oak Park, Ave, Oak Park, IL.

Respectfully submitted by  
and recorded in the office of

---

DaToya Burtin-Cox, Clerk