

OAK PARK AND RIVER FOREST HIGH SCHOOL
201 N. Scoville
Oak Park, IL 60302

Finance Committee Meeting Minutes
May 14, 2013

A Finance Committee meeting was held on Tuesday May 14, 2013, Mr. Cofsky called the meeting to order at 6:36 p.m. in the Board Room. Committee members present were Thomas F. Cofsky, Dr. Steven Gevinson, Dr. Ralph H. Lee, Jackie Moore, and John Phelan, Jeff Weissglass. Also present were Dr. Steven T. Isoye, Superintendent; Michael Carioscio, Chief Information Officer; Dr. Tina Halliman, Assistant Superintendent of Student Services; Amy Hill, Director of Assessment and Research; Philip M. Prale, Assistant Superintendent for Curriculum and Instruction; Nathaniel L. Rouse, Principal; Cheryl L. Witham, Assistant Superintendent for Finance and Operations; Karin Sullivan, Director of Community Relations and Communications; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included James Paul Hunter, Faculty Senate Executive Committee Chair; Micheline Piekarski, Director of Food Service Department, Mary Haley, League of Voters; Cara Pavlicek of the Village of Oak Park; and Terry Dean of the *Wednesday Journal*.

2011 Downtown TIF Settlement Agreement

Past and current presidents of the Village of Oak Park, David Pope and Anan Abu-Talebhad, wrote to President Phelan asking for a discussion/consideration about amending the 2011 TIF Settlement Agreement. In 2003, the Village extended the Downtown TIF District through 2018. The Village owns the properties, consisting of 81,000 square feet of pay by space lots off Lake Street and two buildings, 1113 Westgate and 1118 Westgate. In 2007, the Village issued a request for private developers to develop options for a mixed-use development (commercial on first floor/residential above). In 2009, the Village identified Clark Street Developers as the preferred developer. Later the market changed. While discussions have continued during that time, it was not until February 29 that the Trustees of Oak Park heard a proposal from Clark Street. Staff was authorized to seek alternative proposals. Clark Street is interested in a private investment of \$70 to \$80 million dollars on this site. Excessive public facility improvements that would support commercial and residential development, i.e., Public streets, underground, water sewer, adjacent pedestrian ways, or sidewalks at a cost of approximately \$4 million would be necessary. In the 2011 Agreement, a “carveout” was made for the Lake and Forest developer, which allowed public costs associated with that development to be removed from the increment number prior to the annual distribution of the TIF increment dollars. The letter submitted to President Phelan was for a similar development called the Cole-Westgate Development. Mr. Phelan, a member of the TIF negotiation team, stated that the Agreement allowed the TIF District to remain in place. The Village could use the property taxes collected as TIF dollars and pay for existing obligations. Any other money could be distributed to the taxing bodies as a surplus distribution. Nothing existed on the property at Lake and Forest and, therefore, not much tax was being collected. If the District allowed the Village to use the proceeds to develop the project, it could then entice the developer to could move forward on the space in order to get additional monies via additional tax revenues when built and occupied. It would seem reasonable to build something on the property as the District could benefit from the property tax collected on the developed buildings.

Mr. Phelan felt more due diligence was needed. The carveout for Lake and Forest is listed in the 2011 Settlement Agreement and is Section 2, Subsection C. The timeline is as follows:

June 3	Bid Opening RFP
June 17	Affirm Clark Street Property is the developer
Early July	Agreement created

Late July	Approval of Redevelopment Agreement and forwarding it to the Zoning Committee for land use review. Clark Street is looking for great density against the Green Line.
December 2013	Full Entitlement
2014	Begin Construction
2015	Open for Business for by Thanksgiving

It would be positive for the Village to know it would be able to rely on TIF revenues this summer. If not, the negotiations may not go forward. After June, more details will be available. Presently OPRFHS receives approximately \$69,000 in revenue from these properties. The District would be foregoing that revenue for five years if it committed to this change to the Agreement. Contingencies would need to be included that would protect the District if this did not work out as planned. The Village preliminary projections of tax revenues to District 97 and District 200 to be \$900,000 per year collectively ultimately. When the TIF ends, the brand new properties will come on to the tax rolls as new properties; and new properties are not capped.

Ms. Pavlicek will work with Dr. Isoye and Ms. Witham about further details.

Presentation of Vending Supplies Bid

It was the consensus of the Finance Committee members to recommend that the Board of Education approve the RFP to Concession Service, Inc., as the low bidder for the NIIPC Vending Machine Supplies contract at the regular May 23 Board of Education meeting.

Ms. Piekarski and students determine what is included in the vending machines. Next year, the USDA will dictate what can be sold in vending machines.

Presentation of Prevailing Wage Resolution

It was the consensus of the Finance Committee members to recommend that the Board of Education approve the Prevailing Wage Resolution at the May 23, 2013 Board of Education meeting. The Illinois Department of Labor requires that local governmental bodies annually adopt a resolution for prevailing wages to be paid to workers in certain job classifications. OPRFHS must pay the prevailing wage rate even if the Board of Education did not approve the resolution.

Presentation of Substitute Teacher FY 2013-14

It was the consensus of the Finance Committee members to recommend that the Board of Education approve the substitute teacher Daily Rate of \$110 per day for the 2013-14 school year at the May 23, 2013 Board of Education meeting. A small survey found this rate comparable to neighboring districts and for substitutes teaching five hours. OPRFHS substitutes teach six classes. Substitutes now select a bid from a variety schools electronically. This rate will help in the ability to hire them and get quality substitutes. How can the District attract high quality substitutes when it requires them to teach six hours and other schools require only five hours of teaching? Presently, the substitute budget is \$350,000. Should the District hire full-time substitutes?

Presentation of Contract with Triton College

It was the consensus of the Finance Committee members to recommend that the Board of Education approve the Facilities Rental Agreement between Triton College and Oak Park and River Forest High School for the Community Integrated Transitional Education Program at the May 14, 2013 Special Board Meeting. No costs will be incurred.

Presentation of Monthly Financial Report

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the Monthly Financial Report at its regular May 23, 2013 Board of Education meeting under the Consent portion of the agenda.

Presentation of Monthly Treasurer's Report

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the Monthly Treasurer's Report at its regular May 23, 2013 Board of Education meeting under the Consent portion of the agenda. This contains the rates and account balances by fund. Note: OPRFHS's investment policy is more restrictive than state law. Another investment opportunity if the policy were changed could be to lend to school districts needing short-term borrowing, thus eliminating the middleman.

Presentation of Check Disbursements dated May 14, 2013

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the Check Disbursements dated May 14, 2013, at the Special Board of Education meeting immediately following this meeting.

This is an administrative process that the Board of Education needs to be aware. Questions are invited. What is important is the talking with auditors and proper documentation. Some checks are confidential as they relate to students.

Adjournment

Mr. Cofsky adjourned the Finance Committee meeting at 7:20 p.m.

Jackie Moore
Secretary