



Agenda Cover Memorandum

Meeting Date: August 12, 2013

Meeting Type: COW (Committee of the Whole) City Council Budget Workshop

Item Title: Approve the request to donate a used city vehicle (2002 Ford Explorer XLS) to the Maine Township Emergency Management Program

Action Requested:

- Approval
- For discussion
- Feedback requested
- For your information

Staff Contact: Frank Kaminski, Chief of Police

Phone Number: (847) 318-5261

Email Address: fkaminsk@parkridgepolice.org

Background:

At the July Public Works/Public Safety Committee of the Whole Meeting, the Council agreed to move this item forward and place it on the next Public Safety COW agenda.

Attached you will find a request from Director Bob Cohen from the Maine Township Emergency Management Program. Director Cohen has made this request to the City several times and we have the opportunity to fulfill this request with the recent vehicle turnovers.

Also, attached is supporting justification.

Mike McGrath and Chief Zywanski support this request.

I spoke with Director Cohen, Maine Township Emergency Management, regarding several questions Alderman Knight raised regarding the donated vehicle.

Maine Township Emergency Management works under the umbrella of Maine Township. It has an annual budget from Maine Township of approximately \$100,000. The breakdown for expenditures is as follows: about a third goes for salaries (Director and Assistant Director), a third for rent and a third for operating expenses. The program has two trucks and three trailers (one light and two utility). There are approximately 75 volunteers that participate in the program. As with all government agencies, they too have fiscal constraints.

The overall mission of Maine Township Emergency Management Program is to provide emergency disaster services to the unincorporated areas of Maine Township. Any assistance to other incorporated areas is provided by agreements. According to Director Cohen, the City of Park Ridge has had a long standing informal agreement for the Maine Township Emergency Management to provide assistance to Park Ridge for specific events. Director Cohen's group does provide assistance to Park Ridge for a number of events, i.e. Taste of Park Ridge, National Night Out, Maine South Football Games, Maine East High School Carnival, Winterfest, etc. Whenever we have requested assistance, they have responded. There have been no costs associated for their service.

In addition, when the CERT program was started, Director Cohen outfitted our team at no cost to the City. Director Cohen mentioned that he is working with the City on two other agreements – First Responder



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REHAB and OEM/FIRE CORPS/MRC. In summary, Director Cohen has been supportive of the City of Park Ridge.

I then contacted Carol Teschky regarding a \$1 million surplus. She stated that there is no surplus. They have a fund reserve policy of about \$1 million that they try to maintain just like other government entities. At this time, their reserve is at that point. However, she indicated that this will be affected by some upcoming capital projects and litigation costs. Therefore, she expects to be below her fund balance. She stated that she appreciates the donated vehicle from the City of Park Ridge for the Emergency Management Program.

Recommendation:

Approve the request to donate a used city vehicle (2002 Ford Explorer XLS) to the Maine Township Emergency Management Program, 1700 Ballard, Park Ridge, Illinois 60068.

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No

If Yes, Total Cost:

If Yes, is this a Budgeted Item:

Yes No Requires Budget Transfer

If Budgeted, Budget Code (Fund, Dept, Object)

Attachments:

- Letter dated 6/11/2013 to Chief Kaminski from Director Cohen (Maine Township)
- Email dated 6/13/2013 to Chief Kaminski from Mike McGrath (PW) describing the proposed donation vehicle
- Memo dated 6/14/2013 to City Manager Hamilton from Chief Kaminski



Maine Township

Supervisor

Carol A. Teschky

Clerk

Gary K. Warner

Assessor

Tom Rueckert

Collector

Mary E. Rohde

Highway Commissioner

Robert Provenzano

Trustees

Walter Kazmierczak

Laura J. Morask

Susan Moylan Krey

Peter Gialamas

General Offices

1700 Ballard Road

Park Ridge, IL 60068-1006

847-297-2510

847-297-1335 Fax

Highway Department

1387 Redeker Road

Des Plaines, IL 60016-3411

847-297-5225

847-297-8723 Fax

We therefore appeal to the City of Park Ridge to transfer a vehicle from one of the units being replaced for the purposes I have spoken of. Having a 4 wheel drive, all wheel drive or a higher clearance vehicle such as an Explorer or Tahoe type vehicle would preset itself to being the ideal vehicle that we seek.

It is our sincere hope that the City of Park Ridge will see the value that we have provided to the city over the last 24 yrs by assisting us in securing a vehicle.

Respectfully,

Robert L Cohen, Director

Maine Township Office of Emergency Management

Cc: M Graff

M. Zywanski

Kaminski, Frank

From: McGrath, Mike
Sent: Thursday, June 13, 2013 2:19 PM
To: Kaminski, Frank
Subject: Explorer

Chief,

Here is the info on the Ford Explorer C1 that we will be getting rid of.

2002 Ford Explorer XLS 4x4, Vin – 1FMDU72E42UC60853, 4.0 Liter V6 Engine, 114,069 miles.

I checked the GovDeals auction website for similar vehicles sold in the last six months for an approximate value. The approximate value would be about \$3000.00

Mike



CITY OF PARK RIDGE
POLICE DEPARTMENT

MEMORANDUM

DATE: June 14, 2013
TO: Shawn Hamilton, City Manager
FROM: Frank Kaminski, Chief of Police *FK*
RE: Used Vehicle – Maine Township Emergency Management

I have reviewed a request from Director Bob Cohen of the Maine Township Office of Emergency Management for a used vehicle that the City is trading in. I have had this request for some time from Director Cohen, and we now have the opportunity to fulfill this request with the recent turnover of the City's fleet.

There is substantial justification to transfer one of our used vehicles to this program. Director Cohen and his staff provide hundreds of hours of volunteer services to the City. At most of our major events, Director Cohen and his staff are there. They staff the Taste of Park Ridge, Winterfest, Maine South Football Games, Maine East Carnival, etc. They are a valuable volunteer asset to have. In return for all their services, they have asked for nothing.

I see this request for a used vehicle as an opportunity to support their program and say thank you for their years of service. The Maine Township Emergency Management Program receives a small budget from Maine Township, but it mainly relies on volunteer support, grants and donations.

I have consulted with Mike McGrath. He would recommend that we transfer the 2002 Ford Explorer (CI) with 114,069 miles with an estimated trade-in value of \$3,000 to Director Cohen. After the trade-in, Maine Township will be fully responsible for its maintenance and up-keep.

I would recommend that we move forward with this transfer. Chief Zywanski also supports this.