



**Park District of Oak Park (PDOP)
Administration and Finance Committee
Budget Session Meeting
John Hedges Administrative Center
218 Madison Street
Oak Park, Illinois 60302**

Thursday, September 29, 2022

Minutes

The meeting was called to order at 7:30pm.

I. ROLL CALL

Present: Commissioners Lentz, Wick, Wollmuth, Worley-Hood (via phone call, arrived at 7:36pm), and President Porreca.

Park District Staff Present: Jan Arnold, Executive Director; Mitch Bowlin, Director of Finance; Chris Lindgren, Superintendent of Parks & Planning; Paula Bickel, Director of Human Resources & Risk Management; Patti Staley, Director of Horticulture & Conservatory Operations; Susan Crane, Cheney Operations & Special Events Manager; Maureen McCarthy, Superintendent of Recreation; Travis Stephen, Turf Manager; John Borland, Grounds Maintenance Supervisor; Nelson Acevedo, Buildings Supervisor; Miriam Armstrong, Finance Manager; and Edith Rodriguez, Executive Assistant.

II. VISITOR/PUBLIC COMMENTS – None

III. BUDGET PARAMETERS

Executive Director Arnold and Mitch Bowlin informed the Board that for the 2023 Budget, there is a continued emphasis on the 50/50 revenue mix. Earned revenue is defined as any money coming into the Park District, not derived from taxes (which includes grants, donations, and program fees). The projected 2023 earned revenue is noted to be 52.4% of total operating revenue, and tax revenue as 47.6% (which is one year ahead of target, noted in the Strategic Plan). The 2023 projects include the CRC, parking lot at 228-230 Madison Street, Barrie Park, Taylor Park, Tennis Courts, Conservatory, 218 Madison, Rehm Pool, RCRC, Capital Maintenance at Dole and Cheney, and Park District fleet upgrades. The Board discussed on how the pandemic and the construction of the CRC also affects the revenue values. The Board also appreciated the breakdown given by staff.

IV. BUDGET DISCUSSIONS

The 2023 Budget Session Meeting was presented for Corporate Fund for the following: Administration, for a compensation study for full and part time staff, the addition to Microsoft Office 365, trainings, Child Care Development Funds for the 2023 camps and afterschool programs, and review of the rental fee for Park District structures. The Conservatory's presentation included a free community event for National Pollinator Week in June, tree care to be brought in-house and performed by Conservatory staff, and the installation of a drip irrigation systems in the Conservatory Greenhouse. The Parks and Planning presentation included the installation of two electric vehicle charging stations, electrical system capacity survey, new equipment and operations for the CRC opening, and one new full-time general maintenance position for buildings and one general maintenance position for evening shifts. The Museum Fund

presentation included a hybrid capital fund with dedicated levy for Pleasant Home, second floor of Cheney, and Conservatory greenhouse, tax revenue allocated for flooring at Pleasant Home and Microgrow at the Conservatory. The Historic Properties Operation Fund presentation also included an increase to the wedding, special events, and corporate rental revenue, and the planned themed event week. The IMRF Fund (pension, except FICA), Liability Fund, and Audit Fund presentations included a breakdown of the projected total revenue and expenses which includes an employer rate decrease to the IMRF Fund, security camera upgrades, a new safety audit, annual financial audits and single audits which are required for grants. The Special Recreation Fund presentation included in-house inclusion aids to start in 2022. The Health Insurance Fund presentation included a health insurance rate increase of approximately 6% for both HMO and PPO plans. For the Capital Projects presentation, items include the completion of the construction of the CRC, the completion of the parking lot at 228-230 Madison Street, Barrie Park improvements, tennis court repairs at Taylor Park, elevator replacements and electric vehicle charging stations at 218 Madison, and four vehicle replacements for the Park District.

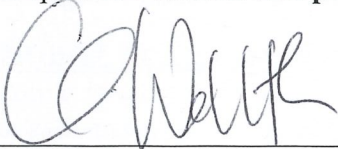
The next Budget Meeting will take place on October 13th, and it will include presentations on Recreation (administration, marketing, sports and fitness, and general recreation), Special Facilities (administration, pool, rink, gymnastics, maintenance, and customer service), and the Budget and Appropriation Ordinance. The Board noted that staff did a phenomenal job at presenting a comprehensive presentation.

V. NEW BUSINESS – None

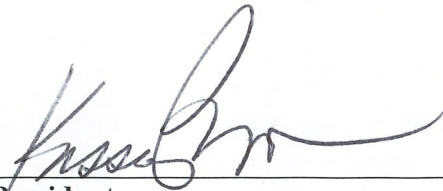
VI. EXECUTIVE SESSION – None

VII. ADJOURMENT

A motion was made by Commissioner Wick and seconded by Commissioner Lentz to adjourn the meeting at 9:04pm. **The motion was passed with a voice vote of 5:0.**



Secretary
Board of Park Commissioners



President
Board of Park Commissioners

October 20, 2022

Date

October 20, 2022

Date