



Park District of Oak Park (PDOP)
Regular Board Meeting
John Hedges Administrative Center
218 Madison Street
Oak Park, Illinois 60302

Thursday, November 17, 2022

Minutes

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

I. ROLL CALL

Present: Commissioners Lentz (arrived at 7:34pm), Wick, Worley-Hood, and President Porreca.

Absent: Commissioner Wollmuth

Park District Staff Present: Jan Arnold, Executive Director; Mitch Bowlin, Director of Finance; Nelson Acevedo, Buildings Supervisor; and Edith Wood, Executive Assistant.

Others Present: Mark Burkland (former Park District Attorney), and Caitlyn R. Culbertson (with Elrod Friedman, new Park District Attorney).

II. APPROVAL OF AGENDA

Commissioner Wick approved the agenda and Commissioner Worley-Hood seconded. **The motion was passed by a roll call vote of 3:0.**

III. VISITOR/PUBLIC COMMENTS – None

IV. PUBLIC HEARING – Statutory Budget & Appropriation

The Public Hearing for the Statutory Budget & Appropriation was called to order at 7:31pm. Executive Director Arnold reminded the Board that the Park District is required to adopt a Budget and Appropriation (B & A) Ordinance and file it with the County Clerk within 30-days of its approval. A Public Hearing is also required to be held prior to the approval of the B & A. The notice was also published in the local newspaper seven days before the hearing. Executive Director Arnold noted that the B & A consists of two columns of data: one column lists the Park District's budget by line item, while the second column includes the same item, with a 15% increase (referred as the appropriation). No public comment was made during the Public Hearing. No additional questions were asked by the Board. At 7:32am, the Public Hearing for Statutory Budget & Appropriation was adjourned. **The motion was passed by a roll call vote of 3-0.**

V. CAITLYN R. CULBERTSON INTRODUCTION (PARK DISTRICT ATTORNEY)

Caitlyn R. Culbertson with Elrod Friedman (new Park District Attorney), along with Mark Burkland (former Park District Attorney) introduced herself to the Board. Caitlyn has previously done work with the Village of Oak Park as well as grew up in the area. Caitlyn showed her enthusiasm to work with the Park District. The Board introduced themselves to Caitlyn and gave their thanks to Mark as the former Park District Attorney, for all of his work.

VI. CONSENT AGENDA

A motion was made by Commissioner Wick and seconded by Commissioner Lentz to approve the Cash and Investment Summary and Warrants and Bills for the month of October 2022; approval of the minutes from the Committee of the Whole Meeting for October 6, 2022, Budget Session Meeting from October 13, 2022, and Regular Board Meeting from October 20, 2022; approval of the 2023 Working Budget-Departmental Goals; approval of the 2022 Tax Levy Abatement Ordinance 2022-11-02 for the 2019 Bond; approval of the 2022 Tax Levy Abatement Ordinance 2022-11-03 for the 2020 Bond; approval of the IAPD Annual Meeting Credentials Certificate; approval of the changes to the Crisis Management & Communication Plan; approval of the changes to the Administrative Policy Manual and the Board Policy Manual; approval of the changes to the Personnel Policy Manual; and, approval of the changes to the Safety Policy Manual. **The motion passed by a roll call vote of 4:0.**

VI. STAFF REPORTS

A. Executive Director's Report – In addition to the Executive Director Report (which is included in the Board Packet), Executive Director Arnold informed the Board that there was a fundraising event the day before by the Parks Foundation for the CRC. There was a good attendance and it was a great event. Executive Director Arnold also had a discussion with the Village Manager on funds that are part of the CIP. Executive Director Arnold also had a discussion on whether fireworks or a drone show would be better to display at Scoville Park on December 3rd. Holiday lights will be turned on, on Thanksgiving Day until March 1st. Four out of the five Board members have registered for the IAPD/IPRA Soring to New Heights conference in January. The Board agreed that a drone show would be better to have at the park instead of fireworks.

B. Updates & Information – Written report included in the Board Packet.

C. Revenue/Expense Status Reports – No questions asked.

VII. OLD BUSINESS

A. Recreation and Special Facilities Program Committee – None

B. Parks and Planning Committee – None

C. Administration and Finance Committee

1. 2022 Tax Levy Ordinance 2022-11-01 – Executive Director Arnold noted that annually, the Board must approve a property tax levy ordinance and file it with the County no later than the last Tuesday in December. The Property Tax Extension Limitation Law (PTELL) limits the dollar amount of the tax levy increase to an amount no greater than the consumer price index or 5%. At this time, the 2022 Tax Year Levy PTELL limit is set to 5%. A motion was made by Commissioner Wick, and seconded by Commissioner Worley-Hood to approve the 2022 Tax Levy. **The motion was passed by a roll call vote of 4:0.**
2. 2023 Budget and Appropriation Ordinance 2022-11-04 – Executive Director Arnold reminded the Board that the Park District is required to adopt a Budget and Appropriation (B & A) Ordinance and file it with the County Clerk within 30-days of its approval. Executive Director Arnold noted that the B & A consists of two columns of data: one column lists the Park District's budget by line item, while the second column includes the same item, with a 15% increase (referred as the appropriation). A motion was made by

Commissioner Wick, and seconded by Commissioner Lentz to approve the Budget & Appropriation Ordinance. **The motion was passed by a roll call vote of 4:0.**

VII. NEW BUSINESS – None

VIII. COMMISSIONERS' COMMENTS

Commissioner Wick – Attended the IGOV meeting in which Senator Harmon was present. The Senator loved hearing the information that was provided during the meeting and it was a great discussion. Had a discussion with a friend that is looking to run for the Forest Park Board and had a great conversation with them on the rewarding experiences that can take place by being part of the Board.

Commissioner Worley-Hood – Attended the COG meeting. Noticed that the conversation was one-sided as different bodies were not able to get a chance to talk during the meeting. Was also able to meet with the new director for the Oak Park Library.

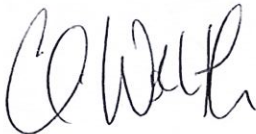
Commissioner Lentz – Discussed going through the budget, which doesn't completely show all the hard work staff put in. Great driving down Madison and seeing the construction of the CRC. Has noticed that a lot of people talk about it all the time and are also excited for the CRC.

President Porreca – Gave her thanks to Mark for all of the work he has done for the Park District, and is looking forward to being known as neighbors with Mark. Enjoyed the Park Tour and was impressed by the CRC.

X. CLOSED SESSION – None

XI. ADJOURNMENT

At 8:04pm, the Regular Board Meeting was adjourned. **The motion was passed with a roll call vote of 4:0.**



Secretary
Board of Park Commissioners



President
Board of Park Commissioners

December 15, 2022
Date

December 15, 2022
Date