



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

Thursday, November 16, 2023

Minutes

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

I. ROLL CALL

Present: Commissioners Lentz), Wick, Worley-Hood, Wollmuth and President Porreca (arrived at 7:45pm).

Park District Staff Present: Jan Arnold, Executive Director; Mitch Bowlin, Director of Finance; Chris Lindgren, Superintendent of Parks and Planning, and Mauren McCarthy, Superintendent of Recreation.

Others Present: Greg Petry (AAPRA)

II. APPROVAL OF AGENDA

Commissioner Wick approved the agenda and Commissioner Worley-Hood seconded. **The motion was passed by a roll call vote of 4:0.**

II. GOLD MEDAL FINALIST PRESENTATION

Greg Petry is a member of the America Academy of Parks and Recreation Administrators. He shared accolades to the Park District of Oak Park for their recognition as a finalist. He shared that only 300 agencies across the country have been named finalists and only 78 have won the Grand Plaque. He shared the community should be proud of all the services provided at such a high caliber.

III. VISITOR/PUBLIC COMMENTS

Paul Rubio – Paul provided comment to the Board regarding the cost of the pool daily admission and ask them to look at the pricing as he felt the \$15 for one day was too expensive.

IV. PUBLIC HEARING – Statutory Budget & Appropriation

The Public Hearing for the Statutory Budget & Appropriation was called to order at 7:31 pm. 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 7:32 pm, the Public Hearing for Statutory Budget & Appropriation was adjourned. **The motion was passed by a roll call vote of 4-0.**

VI. CONSENT AGENDA

A motion was made by Commissioner Wick and seconded by Commissioner Wollmuth to approve the Cash and Investment Summary and Warrants and Bills for the month of October 2023; approval of the minutes from the Committee of the Whole Meeting for October 5, 2023, Budget Session Meeting from October 5, 2023, and Regular Board Meeting from October 19, 2023; approval of the 2024 Working Budget-Departmental Goals; approval of the 2023 Tax Levy Abatement Ordinance 2023-11-02 for the 2019 Bond; approval of the 2023 Tax Levy Abatement Ordinance 2023-11-03 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; approval of the changes to the Safety Policy Manual; and, approval of Disposal Ordinance 2023-11-10. **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 VOP has asked PDOP to provide some transportation for the migrants; PDOP received Platinum Award from Ellis for lifeguard performance in 2023 which only 10% in country received; staff will be attending PDRMA risk conference tomorrow; Holiday lights will be displayed at Scoville, Taylor, Cheney, Pleasant Home, RCRC and GRC beginning on Thanksgiving through February 28; outdoor ice rinks will be attempted again this year at Longfellow and Taylor but weather has not cooperated over the past couple of years; and there are 15 staff and 5 board members registered for the IPRA/IAPD conference in 2024.
- 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. 2023 Tax Levy Ordinance 2023-11-01 – 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 2023 Tax Year Levy PTELL limit is set to 5%. PDOP will also be seeking 1.5% for new property growth. A motion was made by Commissioner Wick, and seconded by Commissioner Wollmuth to approve the 2023 Tax Levy. **The motion was passed by a roll call vote of 5:0.**
 - 2. 2024 Budget and Appropriation Ordinance 2024-11-04 – 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 5:0.**

3. Attorney Review – Staff have had a good experience with Caitlyn Culbertson from Elrod Friedman. She has been very timely on contract reviews. Staff recommend staying with Elrod Friedman for 2024. The Board agreed she had provided good counsel.
4. 2023 Park Report Card – Mitch Bowlin provided the Park Board with a summary of the 2023 Park Report Card and reviewed some of the highlights. Two designated staff members provide the input of information twice a year to determine the scores. All parks did well. Common theme was weeds in sidewalk cracks but that is due to PDOP not using chemicals and hand pulling take lots of labor and there were few PT staff available this year due to challenges with finding staff. Maple Park received lower scores due to the amount of trash and debris. Much of this appears to be the result of some of the unhoused challenges experienced in that park. Questions were asked about weighting and regarding the distance per park reference on the equity map noting that some parks attract uses from outside of Oak Park.
5. Pleasant Home Foundation - Recapped meeting between PDOP and the Pleasant Home Foundation in October. Discussed the agreement terms reflect other agreements such the one with the Friends of the Oak Park Conservatory. Discussed the value of the docents and that the leader of the docents had reached out to PDOP and offered to continue offering tours.

VII. NEW BUSINESS – None

VIII. COMMISSIONERS' COMMENTS

Commissioner Wollmuth – Watch the Fox Master Plan meeting and appreciated the presentation by staff and the explanation of playground options. Will be attending FOPCON meeting next week.

Commissioner Lentz – Shared that she had attended the Festival Theater show at Pleasant Home and really enjoyed it.

Commissioner Worley-Hood – Shared he attended the COG meeting and the OPYBS meeting.

Commissioner Wick – Shared he again enjoyed attending the IAPD Legal Symposium. He also attended the Festival Theater Board meeting, and they are having some financial challenges. The current production is not drawing crowds as it has in the past. Feel it might be due to increased competition.

President Porreca – Gave her thanks to staff and Jan for all their 2023 efforts.

X. CLOSED SESSION – None

XI. ADJOURMENT

At 8:47pm, the Regular Board Meeting was adjourned. The motion was passed with a roll call vote of 5:0.



Secretary
Board of Park Commissioners

December 21, 2023

Date



President
Board of Park Commissioners

December 21, 2023

Date