



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

Thursday, October 3, 2024

Minutes

The meeting was called to order at 7:39pm.

I. ROLL CALL

Present: Commissioners Lentz, Wick, Wollmuth, Worley-Hood, and President Porreca

Park District Staff Present: Jan Arnold, Executive Director; Mitch Bowlin, Director of Business Operations; Miriam Armstrong, Finance Manager; Chris Lindgren, Deputy Director of Properties & Planning; Ann Marie Buczek, Director of Marketing & Community Engagement; Mike Baiardo, Superintendent of Special Facilities; Chad Drufke, Program & Operations Manager; Keith Kerrigan, Program & Operations Manager; Bill Hamilton, Superintendent of Parks & Facilities; Bill Moreth, Maintenance & Operations Manager; Maureen McCarthy, Deputy Director of Recreation; Nelson Acevedo, Parks & Facilities Manager; Kelly Johnston, Program & Operations Supervisor; Joe Lilly, Program Manager; Susan Crane, Historic Properties & Special Events Manager; and Edith Wood, Executive Assistant

II. VISITOR/PUBLIC COMMENTS – None

III. BUDGET PARAMATERS

Executive Director Arnold and Mitch Bowlin provided the Board with an overview of the strategic initiatives that will be discussed in today's meeting which include customer and community focus, financial strengths, quality infrastructure management, staff excellence, and organizational excellence.

IV. BUDGET DISCUSSIONS

The 2025 Budget Session Meeting was presented which includes following: Recreation Fund (Recreation Administration, Communication and Marketing, Sports, General Recreation, and Guest Services); Special Facilities Fund (Special Facilities Administration, Aquatics, Ice Areen, Gymnastics, CRC, Maintenance); Historic Properties Fund, and Budget & Appropriation Ordinance.

Staff provided a presentation of each of these categories and noted each of their department goals for 2025. Various goals that were presented to the Board include: looking to purchase large format printers for in-house printing of banners (long term goal to save funds); looking to expand sports programming for youth and adults; increasing educational programming; upgrading technology and increasing training for customer service; additional swim fitness classes and master swim programs; additional ice arena programs and equipment; replacement of gymnastics equipment; focus on CRC paid member retention; updates to Rehm Pool; and looking to increase space usage at Cheney and Pleasant Home.

Mitch Bowlin noted that appropriations are set at 115% of budgeted expenses as a contingency to avoid needing a budget amendment for unforeseen events. However, staff work off of the approved budget figures as presented.

The next steps include the Budget and Appropriation Ordinance to be placed on table for a minimum of 30 days. The Truth in Taxation Hearing scheduled for November 7, 2024, followed by the Budget and Appropriation Ordinance Hearing on November 21, 2024. Lastly, the Tax Levy and Budget passage requested at the November Regular Board Meeting.

V. NEW BUSINESS – None

VI. EXECUTIVE SESSION – None

VII. ADJOURNMENT

A motion was made by Commissioner Wick and seconded by Commissioner Lentz to adjourn the meeting at 8:58pm. **The motion was passed with a voice vote of 5:0.**


Secretary
Board of Park Commissioners


President
Board of Park Commissioners

November 21, 2024
Date

November 21, 2024
Date