



**Park District of Oak Park
Committee of the Whole Meeting
John Hedges Administrative Center
218 Madison Street
Oak Park, Illinois 60302**

Thursday, November 7, 2024

Minutes

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

I. ROLL CALL

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

Park District Staff Present: Jan Arnold, Executive Director; Maureen McCarthy, Deputy Director of Recreation; Chris Lindgren, Deputy Director of Properties & Planning; Mitch Bowlin, Director of Business Operations; Ann Marie Buczek, Director of Marketing & Community Engagement; Bill Hamilton, Superintendent of Parks & Facilities; and Edith Wood, Executive Assistant

Others: Peter Andersen with Festival Theater; and community members: Joy Michel, John Michel, Scott Drews, Kyle Tobolik, and Jeff Schneider.

II. PUBLIC COMMENT

Joy Michel: Joy noted to the Board that the green space present on the northwest portion of Field Park is used more than any other area of the park. Joy also noted that there are no other buildings that are off the street and is unsure as to why there is a plan to build a new building in that area. Joy expressed concerns for parking and traffic in the neighborhood for the new Field Center building and would like for the green space to be preserved. Joy also brought in petition signatures of various community members that also agreed to keep the green space in Field Park.

John Michel: John expressed concerns for the lack of community meetings in regards to the Field Park project. John noticed soil borings were being dug in the berm which raised concerns for him as he did not know that there were plans to build the new Field Center building in that area. John also mentioned that he performed a traffic study as well as he has concern for traffic in the neighborhood if the new building is to be constructed in that area.

Scott Drews: Scott noted that he would like a more open dialogue with community members regarding the Field Center project. Scott would also like to know what measurable input the Park District is getting from the community.

Kyle Tobolik: Kyle noted that he moved to Oak Park to start a family and lives near Field Park. One thing that Kyle likes about the park is the natural areas as there are not that many parks in Oak Park that offer this feature. Kyle noted that the hill is unique and that the people in the community

gravitate towards it, especially when it snows as toddlers are able to slide on the hill without getting hurt.

Jeff Schneider: Jeff lives off of Forest Avenue and his children attend Mann (which is right next to Field Center). Jeff recalled growing up and playing on the hill at Field Park and enjoyed being able to see the entire park from that area. Jeff noted that by putting the new building in that area, it takes away the view of the park. Jeff noted that there seems to be a lack of a traffic study and also expressed his concerns for potential traffic in the neighborhood if the new building were to be constructed in the northwest portion of the park. Jeff agrees in Field Center having a new building, but would like the Park District to reconsider the location for it.

III. PUBLIC HEARING – Truth in Taxation Act

The Public Hearing for the Truth in Taxation Act was called to order at 7:51pm. Executive Director Arnold reminded the Board that the Park District is required to approve a property tax levy ordinance and file it with the Cook County Clerk no later than the last Tuesday in December. The Tax Levy Ordinance provides the funds for the next years' operations. There are two main limiting factors to the District's taxing power: rate limits and the PTELL tax cap. The IMRF and Liability funds are the only funds that do not have rate limits. All funds are subject to the tax cap except for the Special Recreation Fund. Rate limits mean the tax line in question may not exceed a certain percentage of the total equalized assessed valuation (EAV) of the District. Rate limits have not been a concern in recent years because EAV in the District has increased faster than CPI. For tax year 2024 staff was directed to increase this year's tax levy by 3.4% to capture CPI and to elect the 1.5% allowance for EAV growth for a total of 4.9%. That means there will be an approximate \$8.50 increase per \$100,000 of EAV. No public comment was made during the public hearing. No additional questions were asked by the Board. At 7:52pm, the Public Hearing for the Truth in Taxation Act was adjourned. **The motion was passed by a roll call vote of 5-0.**

IV. ADMINISTRATION AND FINANCE COMMITTEE

- A. Festival Theater Update – Peter Andersen with Festival Theater provided the Board with an update. Peter noted that for the year, they saw people from over 220 unique zip codes. A new survey was conducted this year to gather statements from participants. Festival Theater has also worked on a capital campaign as well as preparing for their 50th Anniversary. Peter gave his thanks to the Board for their support. The Board also gave their thanks to Peter and appreciates the work that Festival Theater has done.
- B. Working Budget – Departmental Goals 2025 – Mitch Bowlin noted that staff develop departmental goals based on the Park District's strategic goals. The goals are developed prior to staff working on the financial aspect of the budget. The working budget was presented to the Board on September 26 and October 3. **This item will be brought before the Board on the Consent Agenda at the November Regular Board Meeting.**
- C. 2024 Tax Year Levy – Abatement Ordinance for the 2019/2020 Bonds – Mitch Bowlin noted that the Park District issued a General Obligations Refunding Park Bonds Series 2019 and 2020 on October 2019 and October 2020 respectively. The Park District will need to adopt an annual property tax abatement ordinance that abates or eliminates the property tax levy to be collected for payment on the General Obligations Refunding Park Bonds

Series 2019/2020. **This item will be brought before the Board on the Consent Agenda at the November Regular Board Meeting.**

- D. 2025 Budget and Appropriation Ordinance – Mitch Bowlin noted that the Park District is required to adopt a Budget and Appropriations Ordinance (B&A) and file it with the County Clerk within 30 days of its approval. A public hearing notice will be published in the November 14 edition of the Oak Leaves and the public hearing will be held on November 21. **This item will be brought before the Board on the Regular Agenda at the November Regular Board Meeting.**
- E. Approval of Fixes Assets – Executive Director Arnold noted that as part of the standards for CAPRA accreditation, the Board is required to review and approve a listing of the Park District’s fixed assets on annual basis. The policy is to consider any asset valued over \$5,000 at the time of acquisition as a fixed asset. Additionally, assets with a value above \$15,000 are to be capitalized via straight line depreciation over the assets estimated useful life. Going forward, the listing will be provided to the Board at the same time as the audit presentation. **This item will be brought before the Board on the Consent Agenda at the November Regular Board Meeting.**
- F. Crisis Management Plan Update – Executive Director Arnold noted that as part of the standards for CAPRA accreditation and keeping in line with good practices, the Crisis Management & Communication Plan must be reviewed on an annual basis. The manual has been reviewed by staff and updates to staff job titles as well as contact information for PDRMA were made. No material changes were made. **This item will be brought before the Board on the Consent Agenda at the November Regular Board Meeting.**
- G. Credentials Certificate for the IAPD Annual Meeting – Executive Director Arnold noted that on a yearly basis, IAPD hosts its annual meeting in conjunction with the IAPD/IPRA Soaring to New Heights Conference which will be held in January 2025. All member agencies must pass a resolution on credentials and return it to IAPD to ensure delegates can vote at the Annual Meeting. The Board designated David Wick as the commissioner to attend the Annual Meeting as well as three alternates. **This item will be brought before the Board on the Consent Agenda at the November Regular Board Meeting.**
- H. Park District Citizen Committee Application – Blake MacGregor – Executive Director Arnold noted that Blake has expressed interest in joining the PDCC. Blake lives near Andersen and Taylor Parks. Blake also holds a bachelor’s degree in science in which they are looking to use to provide professional expertise as well as the perspective of a long-term resident. Blake attended the October PDCC meeting and expressed their desire to join the committee. **This item will be brought before the Board on the Consent Agenda at the November Regular Board Meeting.**

V. PARK AND PLANNING COMMITTEE

- A. HVAC Service Contact Update – Chris Lindgren noted that the current three-year HVAC Service contract that covers most of the facilities for the Park District concludes on December 31st. Staff issued a bid on November 6th in which bids are due in December.



**PARK DISTRICT
of OAK PARK**

This item will be brought before the Board on the Regular Agenda at the December Regular Board Meeting.

VI. RECREATION AND FACILITY PROGRAM COMMITTEE – None

VII. NEW BUSINESS – None

VIII. CLOSED SESSION – None

IX. ADJOURNMENT

At 8:16pm, the Committee of the Whole meeting was adjourned. **The motion was passed with a voice vote of 5:0.**



Secretary
Board of Park Commissioners



President
Board of Park Commissioners

December 19, 2024

Date

December 19, 2024

Date