



**PARK DISTRICT OF OAK PARK
Administration and Finance Committee
Budget Session Meeting**

**Oak Park Conservatory
615 Garfield Street
Oak Park, Illinois
Thursday, September 26, 2013 at 7:30pm**

Minutes

I. Call to Order/Roll Call

The meeting was called to order at 7:34pm by President Bullock.

Commissioners Present: Commissioners Aeschleman, Lentz, Wick and President Bullock. Commissioner Guarino was absent.

Staff Present: Jan Arnold, Executive Director; Kyle Cratty, Finance Director; Mitch Bowlin, Finance Manager; Mike Grandy, Superintendent of Buildings and Grounds/Facility Maintenance; Diane Stanke, Marketing & Customer Service Director; Helen Vogel, Supervisor of Operations - Cheney Mansion; Henrietta Yardley, Oak Park Conservatory Manager; Maureen McCarthy, Superintendent of Recreation; and Karen Gruszka, Executive Assistant.

II. Budget Parameters

Executive Director Arnold informed the Board that the strategic initiatives are now a part of the Park District's budget. She briefly ran through the 2014 projects including, Lindberg Park, the completion of RCRC, the Cheney Mansion Greenhouse, the Maple Park comfort station, and the renovation of 218 Madison.

Kyle Cratty, the Director of Finance, informed the Board that this year the Park District will be increasing the tax levy 3.2% for 2014. The district is subject to the property tax extension limitation law (PTELL) which caps the levy for 2014 at 1.7%. The district is increasing the levy 3.2% to ensure the district receives the full 1.7%.

II. Budget Discussions

Corporate Administration's 2014 budget was presented. Helen Vogel, Supervisor of Operations - Cheney Mansion, presented the budget for Cheney Mansion and informed the Board of the bookings already reserved for 2014. Diane Stanke, Manager of Marketing and Customer Service, discussed the changes in the staff as well as the newly added Customer Service area to their department. Henrietta Yardley discussed the Conservatory's 2014 budget including possible new programming, goals, and an increase of 10% in fees for the next year. The Board questioned the losses at the Conservatory and discussion took place on employees, fees, programming and rentals. The Board agreed to table the discussion on the Conservatory to the next budget meeting where a summary answering the questions of the Board will be presented. Mike Grandy, Superintendent of Building and Grounds, reported the Buildings and Grounds 2014 budget. The Board questioned the costs towards sod increasing despite the fact that artificial turf at RCRC will be replacing a large amount of sod. The Board was informed that a certain amount of budget has to be reserved for weather allowances in the budget to maintain the fields. Kyle Cratty and Mitch Bowlin, Accounting Supervisor, discussed the Museum Fund - Pleasant Home including the new summer dining porch, IMRF, the Audit, Liability, and Special Recreation. The Board discussed that WSSRA is moving forward toward IMRF participation in 2014.

III. New Business

None

IV. Adjournment

A motion was made by Commissioner Lentz and seconded by Commissioner Wick to adjourn the meeting at 9:32pm. **Motion carried in a voice vote.**


Secretary
Board of Park Commissioners


President
Board of Park Commissioners

October 25, 2012
Date

October 25, 2012
Date