



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

**Hedges Administrative Center**  
**218 Madison Street**  
**Oak Park, Illinois**

**Thursday, September 29, 2016 at 7:30pm**

**Minutes**

**I. Call to Order/Roll Call**

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

**Commissioners Present:** Commissioners Guarino, Lentz, Porreca, Wick and President Aeschleman.

**Staff Present:** Jan Arnold, Executive Director; Kyle Cratty, Director of Finance; Maureen McCarthy, Superintendent of Recreation; Bill Hamilton, Superintendent Revenue Facilities; Scott Sekulich, Customer Service Manager; Diane Stanke, Marketing and Customer Service Director; Melissa Martinez, C&M Coordinator; Chad Druke, Program Manager; Amanda Heiman, Program Manager; Kyle Sandine, Aquatic & Rink Manager; Jamie Lapke, Program and Operations Manager – GRC, Mitch Bowlin, Accounting Manager; and Karen Gruszka, Executive Assistant.

**II. Public Comment – None**

**III. Staff Budget Presentations**

The Board was presented with the Recreation Fund budget including the overview of non-resident fees, \$38,000 in scholarships allocated, debt service, capital contribution and administration. The Communications and Marketing and Customer Service budget was presented and the Secret Shopper program was discussed. Sports and Fitness and new programs in General Recreation were discussed along with changes to existing and the targeting of key groups to bring them into the PDOP. The Administration of Revenue Facilities was discussed including the capital contribution. The Revenue Facilities Fund with new revenue ideas presented their budget including cabana party rental at Rehm, working with D200 for expanded hours, and evening pass holder only swim options. Also presented were Ice Rink, Dog Parks, Maintenance for Revenue Facilities and Gymnastics budgets; the Board discussed the changes looking to take place at the GRC. Kyle Cratty informed the Board that the Budget would be made available to the public after this meeting and the Budget and Appropriation Ordinance would be brought to the Board during the November meetings along with hearings for their approval.

**II. New Business**

**1. Realgy Lease** - Working with our attorney Mark Burkland and Realgy to finalize the Realgy Lease for the solar panels on RCRC, Realgy required a change of 8.5 years instead of the approved 5 years that the Board approved. The Board questioned the reasoning and were informed that Realgy needs this time for the project to work; staff had reached out to other solar providers and confirmed the time required was reasonable. All still feel it is a worthy project. The Board confirmed that if there is a breach to the lease it could be terminated for cause. The Board all gave consensus to move forward with finalizing the Realgy Lease. Amended contract will come to Park Board at their October Board Meeting.

**III. Adjournment**

A motion was made by Commissioner Guarino and seconded by Commissioner Wick to adjourn the meeting at 8:44pm. Motion carried in a voice vote.

  
\_\_\_\_\_  
**Secretary**  
**Board of Park Commissioners**

October 20, 2016  
**Date**

  
\_\_\_\_\_  
**President**  
**Board of Park Commissioners**

October 20, 2016  
**Date**