



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

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

**Thursday, October 11, 2018 at 7:30pm**

**Minutes**

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

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

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

**Staff Present:** Jan Arnold, Executive Director; Kyle Cratty, Director of Finance; Illiana De La Rosa, Finance Manager; Maureen McCarthy, Superintendent of Recreation; Chad Drufke, Program Manager; Mike Loszach, Program Manager; Bill Hamilton, Superintendent Revenue Facilities; Kayla Fauria, Aquatic & Rink Manager; Jamie Lapke, Program and Operations Manager – GRC, Diane Stanke, Marketing and Customer Service Director; Scott Sekulich, Customer Service Manager; Melissa Martinez, C&M Coordinator; and Karen Gruszka, Executive Assistant.

**II. Public Comment – None**

**III. Staff Budget Presentations**

Jan began the meeting by informing the Board of the District's strategic goals and that we are well on our way to meeting the 50/50 goal in 2020 as we are currently at 49.5/50.5. We have four budgets in the \$1M range and one budget in the \$2M range. The Board was reminded of the \$15.00 and hour minimum wage hike which will cost the PDOP an additional \$800,000.

The Board was presented with the Recreation Fund budget including the overview of non-resident fees, scholarships, debt service, capital contribution and administration. The Communications and Marketing and Customer Service department was presented with continued emphasis on target marketing, greet and meets, and new recreation software. Sports and Fitness discussed doing a showcase to inform residents of sports and fitness options, new programs, and that in 2019 the FLW proceeds will support the PDOP scholarship program which the Board all agreed was a great idea. The Board were reminded of the full-year at Field for pre-school due to Carroll construction, the merger with the OPRF Senior Center, and new general Recreation Fund programming in 2019 including new ways to gather accounts for adult sports, new programs in General Recreation, and facility attendant's duties were discussed. The Board questioned the teen and after school growth and special interest programming. The Administration of Special Facilities was discussed including the capital contribution. The Special Facilities Fund presented with new revenue ideas as well as maintenance updates, healthy food options in partnership with local businesses, pool schedule and program updates, boys and girls hockey expansions, removal of non-resident dog park fees, gymnastics' camps and working with local businesses for use of the GRC parking lot during off hours.

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**

None.

**III. Adjournment**

A motion was made by Commissioner Lentz and seconded by Commissioner Wick to adjourn the meeting at 8:37pm. Motion carried in a voice vote.

  
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**Secretary**  
**Board of Park Commissioners**

  
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**President**  
**Board of Park Commissioners**

November 15, 2018  
**Date**

November 15, 2018  
**Date**