



**PARK DISTRICT**  
of OAK PARK

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

**Hedges Administrative Center**  
**218 Madison Street**  
**Oak Park, Illinois**  
**Thursday, October 17, 2019 at 7:30pm**

**Minutes**

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

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

**Commissioners Present:** Commissioners Wick, Wollmuth, Worley-Hood and President Lentz. Commissioner Porreca was absent.

**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 Special 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; Kayla Knazze, Recreation Fellowship; and Karen Gruszka, Executive Assistant.

**II. Public Comment**

Lauren Johnson – Stated she is a local mom and is an Occupational Therapist. She has met with her colleagues and they have discussed the limitations of some of our parks in regards to inclusion. She came here this evening to ask the Board when planning for future park renovations to include Mark Trieglaff, with ADA. She also requested the PDOP use different architects that would bring more inclusive options to future plans. She wanted them to think of how difficult it is to get some children emotionally to parks and to use the equipment and to then think of items such as dual slides that a parent or sibling can go down side-by-side with the child to comfort them and for security. These are the types of equipment she is asking the Board to include in planning.

**III. Staff Budget Presentations**

Jan began the meeting by overviewing the highlights of the past year to the board and informing them of the strategic initiatives and how they are tied to the budget goals including: 24 customer and consumer goals, three financial strength goals, one organizational excellence goal, three quality infrastructure management goals, and two goals tied to staff excellence. All goals are on their way to being met for the year.

The Board was presented with the Conservatory budget which included creating a historic home and garden tour with hopes of increased traffic to our historic properties, increased signage for plant identifications and implementation of a native rain garden at Carroll Park. The Board discussed the current rain harvesting in place and that it had not been fully running for the full year. The

Recreation Fund budget was presented including the overview for the tiered pricing for day camps and afterschool programs, scholarships, debt service, capital contribution, and plans for extending the Park District's reach in the community. The Board confirmed costs and new practices such as the Dinnovations. The Communications/Marketing and Customer Service budget was presented with emphasis on reaching new markets, increasing overall registration, and a new web redesign. The customer service budget goals included on-line rental rooms portfolio, Meet and Greets for new residents, multi-housing unit approaches, and a pool hotline. The Board discussed their plans to meet the goals. The Sports and Fitness budget was presented with a fall youth travel baseball league, two summer half-day camps, and implementing a pickle ball tournament. In the General Recreation budget, the Board was informed of expanding safe after school opportunities for youth and teens, additional hours for the Cubhouse, revitalizing teen special events, and trip opportunities. The Board were excited to see the growth in the teen programming. The Administration of Special Facilities was discussed including the capital contribution. The Special Facilities Fund was presented and the Board discussed the growth of inclusion including partnerships. The maintenance updates included lockers at Rehm pool, a user controlled timer/actuator for the water feature in Rehm play area, and increased electric to the portable concession stand at RCRC. The Board discussed the measurability of the service goal for the concessions as well as increased options. New programs for the pool, restructuring of the junior lifeguard program, and hiring of lifeguards earlier in the year was also discussed. The rink budget included additional special events, a spring break camp with half and full days, and more rental options. The gymnastics budget plans for more open gym rentals with schools, daycares and organizations, expansion of the pro-shop, and discount incentives. Finally, the Board was reminded the appropriations are 115% of budgeted expenses for possible unforeseen increases, including turf replacement; and that staff work off the budget presented.

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.

**IV. New Business**  
None.

**V. Adjournment**  
A motion was made by Commissioner Worley-Hood and seconded by Commissioner Wollmuth to adjourn the meeting at 9:49pm. **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 21, 2019**  
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**Date**

**November 21, 2019**  
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**Date**