



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

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

**Thursday, October 8, 2020 at 7:30pm**

**Minutes**

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

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

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

**Staff Present:** Jan Arnold, Executive Director; Mitch Bowlin, Finance Director; and Karen Gruszka, Executive Assistant. Chris Lindgren, Superintendent of Parks and Planning; Patti Staley, Director of Horticulture and Conservatory Operations; Travis Stephen, Sports Field Manager; and Nelson Acevedo, Buildings Supervisor, attended electronically.

**Others Present:** None.

**II. Public Comment: None.**

**III. Budget Parameters**

Mitch Bowlin, the Director of Finance, informed the Board that the Park District can increase the levy by 2.3%, or approximately \$230,000, plus whatever growth in EAV is available due to new property. The EAV number will not be known until May 2021, but in prior years the District has levied an additional 1.5% to capture new property. Per the Board's direction, the Park District will take a partial of increase 1.5%, 0.8% less than the full CPI and none of the possible growth increase. The Board discussed the affects to the Park District down the line by not taking the full limit. They were reminded of the increasing minimum wage and other rising costs including their desire to keep the parks up to the level that they currently are at. The Board discussed the possible need of a budget amendment next year if a vaccine is created and budgets are increased.

**IV. Budget Discussions**

The strategic goals, the 2021 budget including the pandemic and the repercussions to the revenue of the Park District, the 50/50 revenue mix, tax levy, program growth, and the minimum wage increase were presented to the Board and discussed. Corporate Administration's 2021 budget was presented including the IT contractual expenses. The Parks and Planning Department presented their budget for their upcoming projects including maintaining the parks, renewable energy and the three rain gardens. The Conservatory's budget was presented including a new summer plant sale planned as well as modeling volunteers after the Forest Preserve's programs. The Board discussed the plan and stages of the staff becoming certified in the burn process and how essential it is to the natural areas;

the Board were informed it would be two years before staff would be fully certified. Mitch presented the IMRF budget, Liability and Audit budgets. The Board discussed safety trainings. Special Recreation was discussed and the amount of programs that we offer affecting costs and the new partner agencies and their adjustments to the cost. Finally, the budgets for Health Insurance and Capital Projects were presented.

V. New Business  
None

VI. Closed Session  
None

VII. Adjournment  
A motion was made by Commissioner Wick and seconded by Commissioner Worley-Hood to adjourn the meeting at 8:26pm. **Motion carried in a voice vote.**



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Secretary  
Board of Park Commissioners



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President  
Board of Park Commissioners

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November 19, 2020  
Date

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November 19, 2020  
Date