

Finance Committee Meeting
January 9, 2017
Freedom Park Administration Center
Minutes

1.0 Commissioner Manfredini called the meeting to order at 4:45 pm at the Freedom Park Administration Building.

Commissioners Present: Manfredini, Estrella, Fejt

Staff Present: Executive Director Janda
Treasurer Sebesta

2.0 Payables

2.1 The Committee recommends approving the January payables. (action)

3.0 Treasurer's Report

(information)

Treasurer Sebesta provided a brief report on the District's positive account balances. He stated that the current balance is at \$1,317,000 and the Fed raised interest rates. He also said that tax collection were over 96%.

4.0 **Account Reconciliations**-Status-The reconciliations have been completed through October and November is in progress. Additionally, the auditors have begun their preliminary work as well.

5.0 Old Business

(information)

5.1 Grants Status

5.1.1 CDBG 2015-ADA Curb Cuts- The District is waiting for information from the engineer.

5.1.2 OSLAD- The District has begun expending grant funds in relation to the design process.

5.1.3 MacNeal Update- There is nothing to report. We still have not received Phase I or II environmental reports.

5.2 Future Rate Increase referendum

(information)

Executive Director Janda informed the Committee that staff is tracking their hours in the Maintenance Department to provide clarity and define the need for additional personnel based on time spent on tasks. It was suggested to add a key marker for time spent on vandalism related issues.

5.3 2017 Budget & Appropriations Ordinance

(action)

The Committee reviewed and discussed the tentative budget document and recommends making it available for public inspection with a final adoption planned for March 2017. The document will be reviewed again.

5.4 Bad Check Collections

(information)

Staff informed the Committee that the District has contacted with Transworld Systems to help collect on returned checks. The Company will attempt to seek payment for \$15 or will conduct collection activities for half or the returned check amount. All checks have a \$25.00 NSF fee attached to the original amount.

6.0 New Business

6.1 **Field Turf Lawsuit** (information)
The Committee discussed the class action lawsuit potential, but the District did not fall into the time frame of the bad materials and has not had any failure issues.

7.0 **Adjournment** - The meeting adjourned at 5:23 pm.

Berwyn Park District
Minutes of a Building & Grounds Committee Meeting
January 9, 2017

1.0 Start Meeting

Commissioner Fejt called the meeting to order at 5:27 pm at Freedom Park

Commissioners Present:

Fejt, Manfredini, Estrella

Staff Present:

Executive Director Janda

Superintendent Bzdyl

2.0 Proksa Park

2.1 Proksa Park Ponds-Aquascape **(information)**

This item has been moved to the Ad Hoc Pond Committee.

2.2 Activity Center Updates **(information)**

- Wall Covering/Painting –Work continues and is nearly complete as the painter works around programming.
- Floor renovation-The project has been completed.
- Lighting renovation-Noting to Report.
- Outdoor Restroom Remodeling- The Committee discussed briefly. Nothing to report.

2.3 Shadow Creek Disc Golf Course-Status

The course Tee signs are scheduled to be installed in the beginning of March, when weather improves.

3.0 Freedom Park & Administration Building **(information)**

- Ceiling/Wall Repair- The pre-school bathroom has been completed. Other work will proceed later this year.

4.0 Smirz Park **(information)**

- Picnic table- Staff placed a table from storage out into the park.

5.0 Hessler Park

6.0 Sunshine Park (information)

- Shed Concept- The Committee discussed the concept of building or installing a fabricated shed to help house equipment that currently does not fit in the maintenance garage. The Committee asked that an inventory/cleaning be completed and that staff research possible prefabricated buildings.
- Thermal Heaters- The Committee was informed that two of the 25 year old thermal heater in the garage area had failed and that an extensive search resulted in their being replaced due to unavailability of parts and their age.

7.0 Mraz Park

- 8.0 **Liberty Cultural Center** (information)
8.1 Stage Work- The Committee discussed the need to finish the east half of the stage. Staff will address in February.
8.2 Men's Bathroom- The Committee discussed the need to finish the basement bathroom. We are currently awaiting Soumar Brick to complete wall repairs.
8.3 Blue Room Renovation- the Committee discussed the needed renovation of the Blue room and the possible timeline.

- 9.0 **6514 27th Place** (information)
 - Fencing in 2017- Staff will seek quotes for wood/steel post fencing to match Liberty Cultural Center.
 - Development Plans- Staff will work on development plans to present at a public hearing for area residents in March.

- 9.0 **Karban Park-** The Committee discussed a complaint about a neighbor running a car repair business out of his garage and possible impacts on park use.

- 10.0 **Serenity Park-** (information)
 - Fencing in 2017- Staff will seek quotes for wood/steel post fencing to similar to Liberty Cultural Center.
 - Raised Bed Materials Need Replacement- Staff presented material pricing and the recycled plastic cost will be approximately \$3,000.00. Two of the beds will be removed and two will be rebuilt.

- 11.0 **Karasek Park-** (information)
 - Lighting- the Committee discussed the possible idea of wall lighting to be installed to highlight the park and landscape during evening hours. Staff will research the issue.

- 12.0 **Old Business** (information)
 - CDBG-Curb Cuts- Staff will be meeting with the engineer this week to discuss status.
 - The Committee discussed the need to begin to prepare Master Plans for the facilities based on public input.

- 13.0 **New Business.** (information)
 - Picnic Table Replacement- Staff presented costs estimates to replace both aluminum and steel picnic tables as needed. The Sunshine table estimate is \$751 per unit and the aluminum unit is \$828 per unit. Executive Director Janda will find funding within the budget.
 - Dump Truck- The Committee discussed the need to replace the 1989 Ford Dump Truck due to age and wear. This will be included in the budget as a low priority item .

- 14.0 **Adjournment**
The meeting adjourned at 6:05 pm.