

Berwyn Park District  
**Building & Grounds Committee Meeting**  
October 9, 2017  
Proksa Park Activity Center  
Minutes

- 1.0 The meeting was called to order by Commissioner Manfredini at 12:35 pm. Commissioners Manfredini, Brock, and Espinoza were in attendance along with Executive Director Janda
- 2.0 Proksa Park- **(information)**
- 2.1 Proksa Park Ponds-Aquascape –3D- Transferred to Ad Hoc Committee. Staff advised that both Murdock water boxes damaged by the contractor have been replaced will be back charged to the contractor.
  - 2.2 Activity Center Updates-Bathroom-The tile still needs to be selected and purchased.
  - 2.3 Development of Butterfly Way Station-Status – Staff is working with the sign company and is awaiting a few plants to finish the project.
  - 2.4 Children’s Garden- Status-The Committee discussed the actual use of the garden and raised the issue that if it is not used, maybe the area should be repurposed.
  - 2.5 Veterans Fountain-Status- The top blocks were pushed in again and staff have repaired them. The Committee is concerned that the park district should have some oversight on the fundraising activities. Staff will look into.
  - 2.7 Tennis LED – Status- Fixtures to be delivered this week. Possible installation next week with digital timers for better control.
  - 2.8 Other
- 3.0 Freedom Park & Administration Building **(information)**
- Ceiling/Wall Repair-Nothing to report
  - Playground-Nothing to report
  - Pool-Status- Nothing to report
  - Drinking Fountain-Nothing to report
  - Fencing- The District is looking into installing a barrier fence along the south end boundary by the soccer goal to prevent errant soccer balls from hitting neighboring residences and vehicles.
- 4.0 Smirz Park
- 5.0 Sunshine Park
- 6.0 Mraz Park
- 6.1 Fountain- Status- Meeting with FX on 10/16/2017 at 6:00 pm **(information)**
    - Repairs/Renovations
      - a. Depth
      - b. Drains
      - c. Lighting
  - 6.2 Other
- The Committee was invited to attend the meeting if they desire.

- 7.0 Liberty Cultural Center **(information)**
  - 7.1 Blue Room Renovation-Status-Nothing to report
  - 7.2 Kitchen & Bar Planning?-Executive Director Janda requested Commissioner Manfredini' input on possible kitchen renovations.
  - 7.4 Soccer Concern- Staff is concerned about potential indoor soccer issues damaging the walls. Staff is researching alternatives for the program.
  - 7.5 Other
  
- 8.0 6514 27<sup>th</sup> Place **(information)**
  - 8.1 Development Plans-Electric Service –Status-Complete
  - 8.2 Staff to develop site plan following multiple project completion. - Staff will work on in the fall after other projects are completed.
  - 8.3 Other
  
- 9.0 Karban Park **(information)**
  
- 10.0 Serenity Park **(information)**
  - 10.1 Possible music equipment installation- The Committee reviewed information provided by staff and staff will meet with Berwyn Bungalo members to discuss possible fundraising for purchase and installation.
  
- 11.0 Karasek Park
  
- 12.0 Hessler Park
  
- 13.0 Old Business **(information)**
  - 13.1 Park Entrance Signs for 2018- Estimated @ \$2,000 per location with possible 13-15 locations.

At the NRPA conference Commissioner Espinoza and I spoke to Lake County Corporation who makes park signs for various park districts. Please check out their website at <http://www.lcsigns.com/parks/>. We liked the Fox Valley Park District Blackberry Trail Sign. We can add our logo and change the colors to our needs as well. Sign production cost is \$700 for a double sided sign. The posts are purchased through a separate company and are \$700.00 per pair. Concrete is estimated at about \$600.00 per sign as well for a total of \$2000.00 per sign.

Park Location	Number of Signs	Cost (Est. \$2,000 /Sign)
Freedom	2	\$ 4,000.00
Smirz	1	\$ 2,000.00
Karasek	1	\$ 2,000.00
Hessler	1	\$ 2,000.00
34th & Oak Park	1	\$ 2,000.00
Proksa	3	\$ 6,000.00
Sunshine	1	\$ 2,000.00
Mraz	2	\$ 4,000.00
Liberty	1	\$ 2,000.00
6514	1	\$ 2,000.00
	14	\$ 28,000.00

The Committee reviewed the information and would like to see designs for approval.

13.2 Master Plans for facilities –Status-Nothing to report

13.4 34<sup>th</sup> & Oak Park- Nothing will happen in 2017

13.5 Other

14.0 New Business

15.0 Adjournment- The meeting adjourned at 12:55 pm

Personnel & Policy  
Committee Meeting  
October 9, 2017  
Proksa Park Activity Center  
Minutes

- 1.0 Commissioner Manfredini called the meeting to order at 12:55 pm.  
Commissioners Manfredini, Brock, and Espinoza were in attendance along with Executive Director Janda.
  
- 2.0 Old Business
  - 2.1 Dogs in Park –Status **(information)**  
Meeting with Mayor- Due to family issues and conference, the meeting has not been scheduled as of yet. Preliminary talks with the Mayor express that Auxiliary Officers may be allowed to issue citations for dog related issues within the parks.  
Other
  - 2.2 Superintendent of Recreation Vacancy **(information)**  
Michael Gianatasio is scheduled to begin October 16<sup>th</sup>.
  - 2.3 Other
  
- 3.0 New Business **(information)**
  - 3.1 Athletics & Recreation Manager Vacancy-Status  
The District has received at least 30 resumes. The new Superintendent will be involved in the search.
  - 3.2 2018 Salary Increases-Merit Pool-  
Recommend 2.1% CPI + merit based on 3% pool  
The Committee concurs with a 3% pool for salary/wage increases based on performance for the 2018 budget.
  - 3.3 BPD Comparison on Salary Survey  
Recommend review of neighboring Districts and Living Wage Adjustments-  
The Committee reviewed the information from WSSRA, Oak Park, and current Berwyn salaries/wages and agreed the salaries for Berwyn need to be reviewed and updated to remain competitive with neighboring agencies to maintain and attract personnel resources.
  - 3.4 Marketing Issues- The Committee discussed the status of our current Marketing efforts and needed improvements.
  
- 4.0 Adjournment- The meeting adjourned at 1:13 pm.