Finance Committee Meeting
June 8, 2017
Proksa Park
Minutes

1.0 Commissioner Manfredini called the meeting to order at 4:40 pm at the Freedom Park Administration Building.

Commissioners Present: Manfredini, Brock, Espinoza

Staff Present: Executive Director Janda
Treasurer Sebesta
Superintendent Cahill

Public Present:

2.0 Payables
2.1 The Committee recommends approving the June payables. (action)

3.0 Treasurer’s Report (information)
Treasurer Sebesta provided a brief report on the District’s positive account balances. Interest rates averaged .80% and there is more than $800,000 in investments.

4.0 Account Reconciliations-Status-The reconciliations have been completed through April is in progress.

5.0 Old Business (information)
5.1 Grants Status
5.1.1 CDBG 2015-ADA Curb Cuts- Work is expected to commence within one week.
5.1.2 OSLAD- Work has begun and is on schedule.
5.1.3 MacNeal Update- Executive Director Janda has reviewed the Phase I and Phase II documents and all looks in order to proceed once the City takes ownership.

5.2 Audit Status (information)
The Committee discussed the status. The Audit has been completed and will be presented at the June Board Meeting.

6.0 New Business
6.1 Bank Related Signature Cards- Safety Deposit Box (action)
The Committee recommends adopting the Byline Bank Resolution updating the Signature Cards for Safety Deposit Box Access.

6.2 Legislative Update (information)
Executive Director Janda provided an update and explanation of the new Cook County Minimum Wage and Sick Day Ordinance. The Park District is exempt from both of the Ordinances as units of local government.

6.3 Prevailing Wage Ordinance (action)
The Committee recommends adopting Ordinance O-17-02 establishing the Prevailing Wage for the Berwyn Park District.

7.0 Adjournment - The meeting adjourned at 4:57 pm.
Berwyn Park District
Minutes of a Building & Grounds Committee Meeting
June 8, 2017

1.0 Start Meeting
Commissioner Fejt called the meeting to order at 4:43 pm at Proksa Park

Commissioners Present: Manfredini, Brock, Espinoza
Staff Present: Executive Director Janda

Public Present:

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)
   - Outdoor Restroom Remodeling- Electric boxes have been installed for hand
driers. Staff will look into ceramic tile and Commissioner Manfredini offered
to assist.
2.3 Development of Butterfly Way Station- The Committee discussed the status. Work is
   planned for late August.
2.4 Children’s Garden- Work has begun on the area and a plant list has been requested.
2.5 Weeding- Staff are weeding as much as possible but the weather is very conducive to
growth. Staff has also been spraying herbicide as needed.
2.6 Veteran’s Fountain- The Committee discussed the fountain and the desire to make it
   permanent. Staff will look into including it in the 2018 budget.

3.0 Freedom Park & Administration Building (information)
   - Ceiling/Wall Repair- Nothing to Report
   - Playground- Nothing to Report
   - Pool- the pool painting has been moved to fall.
   - Drinking Fountain-Nothing to Report

4.0 Smirz Park

5.0 Hessler Park
5.1 Single Pole Park Light- Nothing to Report

6.0 Sunshine Park

7.0 Mraz Park
7.1 Fountain Status- The Committee discussed vandalism and needed changes including
   lighting and depth of the bottom
7.2 Planting Area Around Fountain- The Committee discussed the inability for plants to
   survive in the ring outside the fountain. Staff will have soil testing done and is working to
   figure out what is causing inability for plants to survive.
8.0 Liberty Cultural Center
8.1 Men’s Bathroom- Toilet paper holder and hand dryer have been installed. Only the mirrors remain to be installed.
8.2 Blue Room Renovation- Nothing to report.

9.0 6514 27th Place
- Development Plans- Nothing to Report

9.0 Karban Park

10.0 Serenity Park-
- Fencing in 2017- The work has been completed..
- Raised Bed Materials Need Replacement- The work has begun.

11.0 Karasek Park-

12.0 Old Business
12.1 CDBG-Curb Cuts- Work should start within one week.
12.2 Master Plans for the facilities- Nothing to Report.
12.3 Picnic Table Replacement- With the current construction and closed areas, there is an abundance of tables.
12.4 34th & Oak Park- Executive Director Janda updated the Committee on the status. He has read the Environmental Reports and all looks good as of now to move forward.

13.0 New Business.
13.1 New Park Identification Signs- Executive Director Janda informed the Committee that Commissioner Fejt had raised the idea of new park identification signs to replace the old wooden style that looks weathered. The Committee agreed and staff will look to come up with a new design and pricing for 2018.
13.2 KaBoom!- District staff will be assisting District 100 for their KaBoom! project.
13.3 Memorial Bench- Executive Director Janda informed the Committee that a local family had donated a bench in honor of their parents for Proksa Park.

14.0 Adjournment
The meeting adjourned at 5:15 pm.
Minutes of a Personnel & Policy Meeting
Berwyn Park District
June 8, 2017
Freedom Park Administration Center

1.0 Commissioner Manfredini called the meeting to order at 5:35 p.m. at the Freedom Park Administration Building.

Commissioners Present: Brock, Espinoza, Manfredini,

Staff Present: Executive Director Janda

Public Present:

2.0 Old Business
2.1 Team Building/Strategic Plan-Status (information)
The Committee discussed the status. Staff will have it placed on the website.

2.2 Dogs in Park Survey (information)
The Committee discussed the status. The survey has closed and Executive Director Janda provided a brief overview. He will prepare recommendations over the next month or two.

2.3 Charitable Use of Facility Policy (information)
The Committee discussed the status of research and development. No other District’s contacted have a specific policy and Executive director Janda related that there is already a “Fee Waiver” request process for non-profits. Commissioner Espinoza suggested that staff contact the Pav YMCA to inquire if they have a policy.

3.0 New Business
3.1 Resolution of Service for Diego Estrella (action)
The Committee recommends adopting Resolution R-17-08 recognizing Diego Estrella’s service to the Berwyn Park District.

3.2 Board Development & Ethics Policy (information)
Commissioner Brock provided an overview of the IAPD Boot Camp he attended to provide education for newly elected Commissioners. Commissioner Brock also inquired if the District has an ethics Policy. Executive Director Janda said that he would locate a copy off the server.

4.0 Adjournment: The meeting adjourned at 6:01 pm.
Berwyn Park District  
Recreation Committee Meeting  
June 8, 2017  
Freedom Park  
Agenda

1.0 Start Meeting  
1.1 Call to Order- The meeting was called to order at 4:58 pm by Commissioner Manfredini  
1.2 Roll Call- Manfredini, Fejt, Janda, Cahill, Espinoza, Brock

2.0 Event Updates  
2.1 Movie in the Park – Secret Life of Pets (6/16)- The movie will be shown at 6514 27th Place or Liberty if it rains at Dusk.  
2.2 Noche Latina (6/24)- The event is set.  
2.3 July 14th Steak Fry – The event will be split with Kiwanis and help is needed selling tickets.  
2.4 Food Truck will be at Freedom Park daily through Big Brothers and Big Sisters and will offer free lunch to persons 18 and under.  
2.5 The District is hosting How to Afford College without Going Broke tonight at Proksa.

3.0 Programming Updates  
3.1 ECRLP Update- School is out for the Summer.  
3.2 Camp Update- Staffing is good and registration is in progress. Camp starts Monday.  
3.3 Pool Update- We plan to open on Saturday.  
3.4 Other

4.0 Old Business  
4.1 Dog Park Survey- The survey is closed and staff will be reviewing the data.

5.0 New Business  
5.1 Other

6.0 Adjournment- The meeting adjourned at 5:18 pm.