Finance Committee Meeting  
September 11, 2017  
Freedom Park Administration Center  
Minutes

1.0 Commissioner Brock called the meeting to order at 4:43 pm. at the Freedom Park Administration Building.

Commissioners Present: Manfredini, Brock, Espinoza

Staff Present: Executive Director Janda  
Treasurer Sebesta  
Superintendent Bzdyl

Public Present:

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

3.0 Treasurer’s Report (information)  
Treasurer Sebesta provided a brief report on the District’s positive account balances. Interest rates are .10%. $400,000 was received in taxes and there is more than $1,623,000 in cash balances. A new account was opened at Republic Bank and taxes are at 94% collected.

4.0 Account Reconciliations-Status-The reconciliations have been completed through July and no issues have been noted.

5.0 Old Business (information)  
5.1 Grants Status  
5.1.1 CDBG 2015-ADA Curb Cuts- The project is complete and we have received $25,000 from the City of Berwyn as reimbursement.  
5.1.2 OSLAD- Work continues and staff is onsite daily. Landscaping continues but the electrical cabinets are still on backorder.  
5.1.3 Butterfly Garden- Staff have purchased all of the plants and benches. The project is approximately 95% complete. The grant money in the amount of $7,420 has been received.  
5.1.4 MacNeal Update- The Committee discussed the status. There is nothing to report.

5.2 2018 Referendum? – The Committee discussed the possible referendum to raise the rate to generate an additional $200,000 per year to fund two additional maintenance positions and provide additional capital funds. Concerns were raised on the timing with other agencies, but the question was raised if there is ever a good time to do it? The Committee will revisit the idea next month. The Committee also discussed the potential costs of a full time marketing/information person to update the website and provide public information. The Committee would like to see the posting of the Board packet, agendas, and other information on the website.

6.0 New Business (information)  
6.1 2017 Levy- Balloon Levy Due to TIF Expiration  
Executive Director Janda related that with the expiration of the Ogden TIF area, the District should consider a balloon levy to capture the estimated $4 million in EAV increment created
by the District. The CPI is 2.1% for 2017. Director Janda explained the TIF process to the assembled group and related that he will be attending the TIF Joint Review Board meeting on Wednesday.

7.0  **Adjournment** - The meeting adjourned at 5:06 pm.
Berwyn Park District
Minutes of a Building & Grounds Committee Meeting
September 11, 2017

1.0 Start Meeting
Commissioner Fejt called the meeting to order at 4:17 pm. at Freedom Park

Commissioners Present: Manfredini, Brock, Espinoza, Fejt
Staff Present: Executive Director Janda
Superintendent Bzdyl
Interim Superintendent Rivera

Public Present:

2.0 Proksa Park
2.1 Proksa Park Ponds-Aquascape
This item has been moved to the Ad Hoc Pond Committee. The Committee did
discuss the progress. Landscaping continues and trees are being planted this week.
Grass is growing in and a new bike rack will be installed. The Contractor has to fix
the waterfalls and is still awaiting the electrical cabinets. Staff is on site daily. The
Committee also discussed the wood decking on the big bridge and concurred that it
should be replaced at a cost of $6,000. Staff will ask contractor if they would install
the decking.
2.2 Activity Center Updates-Nothing to report.
2.3 Development of Butterfly Way Station- The Committee discussed the status. Work is
about 95% complete. Bench installation and sign development/installation remain.
2.4 Children’s Garden- Work continues.
2.5 Bench Base Installation-The project is complete
2.6 Veteran’s Fountain- the Committee discussed the fountain vandalism and the
Veteran’s group go fund me page to make the fountain permanent.
2.7 Tennis Court Light Conversion- This project will move forward to take advantage of
the incentives offered by ComEd. The 1500 watt metal halide fixtures will be replaced
with 400 watt LED fixtures. This will reduce wattage used by 13,200 watts overall.
2.8 Water Leak- There was a water leak in Proksa which was repaired with the assistance
of the City of Berwyn Water Department.

3.0 Freedom Park & Administration Building
3.1 Freedom Park & Administration Building (information)
• Ceiling/Wall Repair- Nothing to Report
• Playground- Nothing to Report
• Pool- The pool is closed and will be drained. Staff will have it inspected as it is
nearly 20 years old.
• Drinking Fountain-The fountain has arrived but has not been installed due to
time constraints.
• The ECRLP toilet was replaced and the floor fitting repaired.
• A new HVAC system was installed for the main office replacing the 19 year
old system that had a the AC compressor fail.
Parking is becoming an issue at the park with the school but there is no clear solution.

**4.0 Smirz Park**

**5.0 Hessler Park**

**6.0 Sunshine Park**
- Staff removed five dead trees in the park.

**7.0 Mraz Park**
- Fountain Status - the Committee discussed changes including lighting, drains, and depth of the bottom. Staff plan to look at this fall.
- Planting Area around Fountain - the Committee discussed the status - The grass has grown in very nicely.

**8.0 Liberty Cultural Center (information)**
- Kitchen - Future renovation is needed.
- Blue Room Renovation - Nothing to report.

**9.0 6514 27th Place (information)**
- Electrical Service - The new service is nearly complete and should be live within a week.

**9.0 Karban Park**

**10.0 Serenity Park -**

**11.0 Karasek Park -**

**12.0 Old Business (information)**
- CDBG-Curb Cuts - The project is complete.
- Master Plans for the facilities - Nothing to Report.
- 34th & Oak Park - Nothing to Report
- New Park Identification Signs - Status - Executive Director reminded the Committee to submit ideas or photos of signs they see for design ideas.

**13.0 New Business.**

**14.0 Adjournment**
The meeting adjourned at 4:38 pm.
Minutes of a Personnel & Policy Meeting
Berwyn Park District
September 11, 2017
Freedom Park Administration Center

1.0 Commissioner Manfredini called the meeting to order at 5:06 pm at the Freedom Park Administration Building.

Commissioners Present: Brock, Espinoza, Manfredini

Staff Present: Executive Director Janda

Public Present: Marla Rose

2.0 Old Business

2.1 Dogs in Park Survey (information)
The Committee discussed at great length the report and recommendation. A question was raised if dog feces is considered hazardous waste or can it be discarded in the trash. The Committee is looking to allow dogs in the park but enforcement issues need to be addressed as well as designated pet areas within the parks. Specific exclusions mentioned at Proksa Park include the playground, tennis courts, ballfields, and floral gardens. Discussion also included forming a volunteer group to help educate dog owners on the rules. The estimated cost to purchase and install the related materials is estimated at about $14,000. Executive Director Janda and President Manfredini will reach out to the Mayor and Police Chief to formulate an enforcement plan as currently Auxiliary officers who patrol the parks do not have the authority to issue a local ordinance ticket.

3.0 New Business

3.1 Superintendent of Recreation (information)
Executive Director Janda informed the committee that final interviews are scheduled for next week.

4.0 Adjournment: The meeting adjourned at 6:36 pm.
Berwyn Park District
Recreation Committee Meeting
September 11, 2017
Freedom Park
Agenda

1.0 Start Meeting- The meeting was called to order by Commissioner Espinoza at 4:04 pm. Commissioners Brock, Manfredini, Fejt, and Espinoza were in attendance along with Program Manager Rivera, Superintendent of Parks Joe Bzdyl, and Executive Director Jeff Janda.

2.0 Event Updates
2.1 Garage Sale Recap – We had 22 people sign up. Was a big success and we will be hosting this event at Proksa from now on.
2.2 Mariachi’s in the Park Recap – Great Turnout. Music was excellent and we received great reviews. People really enjoyed the music as well as the dance performances. We will incorporate similar things into this event next time. There were reports of people with alcohol and dogs in the parks. People were entering the closed construction zone as well. Suggested layout changes for next year include moving the food as to not be so cramped.
2.3 Nerf Wars-The event was teen focused and had about 15 attendees. It was a success.
2.4 Super Smash Brothers - Probably had about 100 people come out and play. The District will continue to offer events like this.
2.5 BrewFest -Sold about 220 tickets. Banners are up. Digital Billboard is going. Beer order has been sent and we are waiting to hear back from distributors on what’s available. The event is October 7th.
2.6 All Hallow’s Eve - Sponsorship info has been sent out. So far we have Children’s Dentistry and Cricket Wireless as $500 sponsors (Cricket is considering $1,000 sponsorship but needs approval). Meeting with YMCA to discuss event and plans is set for Thursday.
2.7 Other

3.0 Programming Updates
3.1 ECRLP Update- Kalfas on FMLA. In the short term, Manager Rivera is assisting.
3.2 Camp Update- Complete Tentative financial reports indicate a $45,000 P/L for the season.
3.3 Pool – Season Complete. Staff will look to drain the pool and have it inspected as it is nearly 20 years old.
3.4 Other

4.0 Old Business

5.0 New Business
5.1 Other

6.0 Adjournment- the meeting adjourned at 4:15 pm.