Berwyn Park District
Building & Grounds Committee Meeting Agenda
June 11, 2018
Proksa Park

1.0 The meeting was called to order at 4:48 pm by Building & Grounds Chairwoman Fejt.

Board Members Present: Manfredini, Fejt, Brock, Woywod, Espinoza

Staff Present: Executive Director Janda
Treasurer Sebesta

2.0 Proksa Park- (information)
2.1 Proksa Park Ponds -Discussion on Status, Vandalism, Damage Caused by Staff Repairs
   The Committee discussed the status of the project and the upcoming due date. Staff will be
   meeting with Aquascape to secure a quote to repair liner damage caused by repair of
   vandalism of the fountain. The Committee reviewed the status of the punch list. The
   committee reviewed the interpretive signs mockups and discussed plant identification
   signs. The signs will be installed in early July.

2.2 Activity Center Updates-Bathrooms- Status
   • Quote for Work- RA Jannes- Staff will seek an additional quote.
   • Electric Strikes for Door Locks-Status- The work is complete.

2.3 Dolan Room Ceiling- Status - The work is complete.
2.4 Development of Butterfly Way Station-Status-Signs installed- Plant Replacement needed
2.5 No Dogs Allowed signs in playgrounds- The signs have been disappearing and staff are
    replacing them.

3.0 Freedom Park & Administration Building (information)
   • Ceiling/Wall Repair-Status- In Progress
   • Playground-Funding Request – Nothing to Report
   • Pool-Status- Open
     o New drain grates installed
     o Possible leak in Hayward E toy feed line, the line is isolated
     o New slide parts installed
     o New chairs on deck
     o New gutter drain covers in place. Contractor errored on measuring so price
       will increase.
   • Drinking Fountain-Nothing to report
   • Fencing along alley and playground- Quotes Received- No Status
   • T-Mobile- T-Mobile will be updating equipment on the monopole.
   • Other

4.0 Smirz Park- (information)
   • Bathroom has been opened for season. It is only used on special events due to
     repeated vandalism.

5.0 Sunshine Park (information)
6.0 Mraz Park
   6.1 Fountain- Status-two of the three motors are installed and are working. The third has a short and will be replaced. Staff has not installed any lighting this year until a vandal resistant solution is found.
   6.2 Water Boxes repaired- Two Murdock ground boxes have been repaired for leaking seals.
   6.3 Lighting- Globe lights have been converted to LED along with the flagpole lights.

7.0 Liberty Cultural Center
   7.1 Blue Room- No Status.
   7.2 Other

8.0 6514 27th Place
   8.1 Site plan-Status- Nothing to report.
   8.2 Other

9.0 Karban Park
   9.1 Gate Function- The gate is reportedly not working and staff will check on. Also the card swipes need to be updated.
   9.2 Water Service- The water

10.0 Serenity Park
    10.1 Home School Garden- The Garden is doing well.
    10.2 Acoustical Music Instruments- Possible partnership with LGBTQ Committee briefly discussed the possible partnership and concurred that they liked the idea.

11.0 Karasek Park
    11.1 Mural- The mural looks fantastic and was well received.
    11.2 Other

12.0 Hessler Park
    12.0- Ash Tree Removal- Staff will be removing a dead Ash Tree within the next week.

13.0 Old Business
    13.1 Park Entrance Signs for 2018- No Status
    13.2 Master Plans for facilities –Status-Nothing to report
    13.3 34th & Oak Park- Status- Awaiting City response
    13.4 Other

14.0 New Business

15.0 Adjournment- The meeting adjourned at 5:12 pm.
Recreation Committee  
6/11/18  
Proksa Park  

The meeting was called to order at 4:43 pm by Building & Grounds Chairwoman Espinoza.  

Board Members Present: Manfredini, Fejt, Brock, Woywod, Espinoza  

Staff Present: Executive Director Janda  
Superintendent Gianatasio  

1. Brochure  
   a. Fall 2018: The brochure is in production.  
2. Athletics  
   a. In-house Soccer- There are 210 kids in the in-house league and it is going well.  
   b. Affiliates- The Berwyn Blazer Field use was discussed and June 15th is the date they need to inform the District if they are affiliating or paying the increased rate.  
3. Special Events  
   a. Noche Latina- June 16th 4 to 9 pm  
   b. Back to School Picnic- August 19th, marketing in progress and school district has the lead  
   c. Senior Summerfest- ice cream social at Liberty had 60 participants.  
   d. Sponsor – Groovin on Grove-The District is a $250 sponsor.  
4. Camps- Adventure Camp has 76 enrolled and Freedom has 31 enrolled. The teen camp did not go as only 2 people signed up.  
5. Pool- Staff training and repairs have been completed.  
6. Staffing  
   a. Early Childhood and Recreation Manager- Interviews next week, There are 4 candidates  
   b. Events and Recreation Manager- Interviews to follow Early Childhood interviews.  
   c. Custodian-On hold  
   d. Marketing-On hold  
7. Sequin- Sequin has contacted the District regarding possible volunteer opportunities. It is possible that they could take over the Children's Garden at Proksa Park.  
8. Adjournment- The meeting adjourned at 4:48 pm.
Finance Committee Meeting  
June 11, 2018  
Proksa Park  
Agenda

1.0 The meeting was called to order by Finance Chairman Brock at 5:12 pm.  
Board Members Present: Manfredini, Fejt, Brock, Woywod, Espinoza  
Staff Present: Executive Director Janda  
Treasurer Sebesta

2.0 Payables (action)  
2.1 June Payables- The Committee reviewed the payables and approved for payment.  
2.2 Other

3.0 Treasurers Report (information)  
Treasurer Sebesta provided an update on District finances and balances. The District has $1,102,345.57 in investments and YTD interest is $6,591.29. Average yield is 1.80%.

4.0 Account Reconciliations (information)  
The monthly reconciliations will resume now that audit preparations are complete.

5.0 Old Business (information)  
5.1 Grants Status  
5.1.1 OSLAD -Proksa-Discussion- Construction must be complete and expenditures complete by August 18th.  
5.1.2 Butterfly Garden – Status- Signs are installed, some plants need to be replaced. A final report will be submitted to Openlands.  
5.1.3 MacNeal – Status- Nothing to report.

5.2 Audit Status- (information)  
The Audit will be presented at the June meeting

6.0 New Business (action)  
6.1 2018 Prevailing Wage Ordinance O-18-03  
The Committee recommends adopting the state mandated Prevailing Wage Ordinance.

7.0 Adjournment- the meeting adjourned at 5:17 pm.