

Finance Committee Meeting
March 12, 2018
Freedom Park Administration Center
Minutes

1.0 Commissioner Brock called the meeting to order at 4:10 pm at the Freedom Park Administration Building.

Commissioners Present: Manfredini, Brock

Staff Present: Executive Director Janda
Superintendent Bzdyl
Treasurer Sebesta

2.0 Payables

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

3.0 Treasurer's Report

(information)

Treasurer Sebesta provided a brief report on the District's positive account balances. \$220,000 in taxes were received and deposited into Republic Bank with a rate of 1.6%. Fund Balances are currently at \$822,000 and average interest is 1.45% with \$679.29 earned in February.

4.0 Account Reconciliations-Status-The reconciliations continue as well as the audit preparation.

5.0 Old Business

5.1 Grants Status

(information)

- 5.1.1 OSLAD- There is a \$25,000 balance on the contract for punch list items. Staff will coordinate with the contractor.
- 5.1.2 Butterfly Garden- The signs are in production,
- 5.1.3 MacNeal Update- The IGA is being drafted.

5.2 2018 Referendum

(information)

The Committee discussed the status on education efforts

- ABC Meeting Presentation has been completed and was well received.
- The District presented at the February 15th 3rd Ward meeting at Proksa Park.
- The District will present at the March 15th 4th Ward meeting at Liberty Cultural Center.
- The District will present at the March 15th 2nd & 3rd Ward meetings at United Lutheran Church.
- Staff is working on social media pieces.
- Other

5.3 2018 Tentative Budget- Review- Questions/Comments

(information)

The Committee discussed the budget and the potential for reduction should the referendum not pass.

5.4 Audit Status

5.4.1 Assetmaxx Update

(information)

Staff is looking to contract with someone to update the entries related to capital items. The online software has been updated and staff is not currently fluent in its use. Other priorities have also reduced time available to complete the tasks.

6.0 **New Business**

(information)

6.1 **2847 Lease**

Executive director Janda informed the Committee that the 2847 month to month lease will be increased effective June 1, 2018 to \$1,200 per month.

7.0 **Adjournment** - The meeting adjourned at 4:47 pm.

Berwyn Park District
Building & Grounds Committee Meeting Minutes
March 12, 2018
Freedom Park

1.0 Start Meeting
Commissioner Fejt called the meeting to order at 4:48 pm.

Commissioners Present:

Manfredini, Brock

Staff Present:

Executive Director Janda
Superintendent Bzdyl

2.0 Proksa Park-

2.1 Proksa Park Ponds The pond project has only a small punch list left and \$25,000 is being held for completion. Staff will coordinate with the contractor. (information)

2.2 Activity Center Updates-Bathrooms- Nothing to report.

2.3 Dolan Room Ceiling-PDRMA Claim has been denied. Staff will look to proceed in April.

2.4 Proksa Park Fire Panel Replacement-Nothing to report.

2.5 Development of Butterfly Way Station-Status-Sign posts have arrived, signs are being fabricated.

3.0 Freedom Park & Administration Building

- Ceiling/Wall Repair-Nothing to report
- Playground-Funding - Nothing to report.

(information)

- Pool-Status-

The Sump Pump was replaced and staff will look to begin needed work including painting this spring before opening.

- Drinking Fountain-Nothing to report

- Fencing along alley and playground- Nothing to report.

4.0 Smirz Park

5.0 Sunshine Park

6.0 Mraz Park

6.1 Fountain- Status-Nothing to report. Possible tie in to City repaving of Riverside Drive in 2018? (information)

6.2 Other

7.0 Liberty Cultural Center (information)

7.1 Blue Room Renovations – Nothing to report.

7.2 ADA Lift Replacement- Unit purchase price is \$28,500. Staff will look for possible grants to fund.

7.3 Other

8.0 6514 27th Place

8.1 Site plan-Status- Nothing to report.

8.2 Other

9.0 Karban Park

10.0 Serenity Park

11.0 Karasek Park

12.0 Hessler Park

13.0 Old Business

13.1 Park Entrance Signs for 2018- Time Line- Staff will begin working on the project this spring but may need to cut scope back for 2018 related to referendum.

13.2 Master Plans for facilities –Status-Nothing to report

13.3 34th & Oak Park- Status- Development of IGA for Lease in progress.

13.4 Dogs in Park Equipment – Time Line- Signs, Posts, and Dispensers have all been ordered. Staff will construct units in the shop and install in late April.

13.5 Park Regulation Signs- The new signs have been installed.

13.6 Staffing- Interviewing nearly complete, expect to finish within a week.

13.7 New Dump Truck- The truck has been ordered and is expected in about 12 weeks.

13.8 Other

14.0 New Business

14.1 Update by Superintendent Bzdyl

- Spring amenities for turf have been ordered.
- Equipment for athletic fields has been ordered.
- The annual flower order is complete.
- Cana potting has begun.
- Trees will be planted for Earth day.

(information)

15.0 Adjournment: The meeting adjourned at 5:00 pm