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

1.0 The meeting was called to order at 10:38 am by Building & Grounds Chairwoman Fejt.

Board Members Present: Manfredini, Espinoza, Fejt, Brock

Commissioner Woywod was excused due to work.

Staff Present: Executive Director Janda
Superintendent Bzdyl

2.0 Proksa Park-
2.1 Proksa Park Ponds –
   • IDNR Field visit completed, payment is expected in 4 to 6 weeks.
   • Shutting down for the season.

2.2 ComEd Right of Way Request- Landscape fees may apply due to damage that will be caused. The area in question is located along the curb on Home Avenue north of 31st Street entrance.
   • ComEd needs to replace a failing power pole in the alley of 30th & Home
   • An underground feeder line runs north/south along home avenue near 31st Street
   • A splice box needs to be installed and will require a 4’x 8’ area off of the 31st & Home intersection along the curb within the park.
   • ComEd will pay District landscaping fees to repair/replace disturbed park areas
   • Area is considered Right-of-Way so we may not have final say as to installation

2.3 Activity Center Updates-Bathrooms- Status- The Committee would like to see stainless sinks but discussed the project and will wait to see what bid pricing comes back at.
   • Drawings received
   • Floor Drain Replacement Cost- estimate unknown
   • Concerns on tiling over existing paint
     o Backer board may not stick permanently to block wall or may damage it
     o Build out of wall could interfere with lavatory fixture placements on wall and create ADA issues
     o Paint removal would require lead testing as building was built in 1970. Remediation may be needed if paint is ground off.

2.3 Ballfield Drinking Fountain- The Committee agreed with the concept and suggested that a $1,000 cash prize be made part of the raffle to help entice participation. The Committee also discussed a possible year round fountain near the bathrooms. Possible drawing in April 2019. Staff will look into further.
   • Replacement ADA fountain with water bottle filler and plaque purchase cost $5,090.00
   • Installation cost estimate $1,000 (in-house)
   • Raffle for naming rights (Pet Plaque for life of fountain) 200 tickets @ $50.00= $10,000.

2.4 Proksa Park Fire Panel- 2019 research in to replacement

2.8 Other
3.0 Freedom Park & Administration Building
   - Playground-Funding Request – Kaboom! funding request submitted
   - Pool-Status-Staff is looking into next set of repair/update costs. 2018 revenues were less than $14,000 and expenditures for operations and repairs were more than $111,000. Staff are developing a comparison for repair versus replacement with some other type of water feature.
   - Other

4.0 Smirz Park-

5.0 Sunshine Park-
   - Playground-Funding request- Kaboom! funding request submitted
   - LED Lighting Conversion for garage area and outside building lighting – Staff will move forward with the project as it is budgeted but it will be completed in 2019.
     - Estimated material cost $8,897.14 for materials (subject to final review)
     - Estimated Incentive $7,257.14 (subject to final review)
     - Estimated out of pocket costs for fixtures $1,693 (subject to final review)
     - Installation cost $10,000-$13,000 (subject to final review)
     - ComEd approval expected this week, work can begin in December

6.0 Mraz Park-

7.0 Liberty Cultural Center
   7.1 Safety Glass Replacement on north Blue Room Door. Glass Company contracted and will replace.
   7.2 Other

8.0 6514 27th Place
   8.1 Site plan-Status- Superintendent Bzdyl presented a concept drawing that was discussed by the Committee. The next step will also include a public hearing for the local residents in the area.
   8.2 ComEd Meter Issue- Wiring issued resolved related to SMART meter system.
   8.3 Other

9.0 Karban Park

10.0 Serenity Park

11.0 Karasek Park

12.0 Hessler Park

13.0 3400 Oak Park
   13.1 Concept Drawing- Superintendent Bzdyl presented a concept drawing that was reviewed and discussed by the Committee. The concept includes bike stations and exercise activity area. Staff will look into possible funding from MacNeal Hospital and or the Arthur Foundation to help cover costs. The next step will also include a public hearing for the local residents in the area.
   13.2 Stump Removal- Delayed until November.
   13.3 Other

14.0 Old Business
   14.1 Park Entrance Signs for 2018- No Status
   14.2 Annual Hearing Test completed for maintenance staff
   14.3 Other
Finance Committee Meeting
November 12, 2018
Freedom Park
Minutes

1.0 The meeting was called to order by Finance Chairman Brock at 9:40 am.

Board Members Present: Manfredini, Espinoza, Brock, Fejt

Commissioner Woywod was excused due to work.

Staff Present: Executive Director Janda
Treasurer Sebesta
Superintendent Bzdyl

2.0 Payables
2.1 November Payables- The Committee reviewed the payables.
2.2 Other

3.0 Treasurers Report- Treasurer Sebesta presented an update. Interest rates are performing well and balances are over $1.1 million. Debt Service payments will be made in November of about $200,000.

4.0 Account Reconciliations
4.1 Up to date through August. There is a 60 day lag time due to statement dates.

5.0 Old Business
5.1 Grants
5.1.1 OSLAD –Proksa-Update-
   • IDNR Field Visit Completed, Possible payment in 4 to 6 weeks.
   • All Paperwork Submitted to State for Review and Reimbursement
5.1.2 Berwyn Health District- Freedom Playground
   • Possible Discussion to merge grant funding in to possible Kaboom! project for Freedom Park. The BPHD is open to a modification, but KaBoom! will only address one play area at Freedom.
5.1.3 Kaboom! Grant Submissions Completed- If approved each play ground will require an $8,500 community contribution. Funds could be drawn from annual cell tower proceeds as the revenue has historically been earmarked for capital projects.
   • Freedom Park (5-12 Age Area)
   • Sunshine Park (5-12 Age Area)
5.1.4 ComEd Energy Efficiency Program- staff will proceed with budgeted project.
   • Sunshine Garage Area and Outside Building Area LED Conversion
- Estimated material cost $8,897.14 for materials (subject to final review)
- Estimated Incentive $7,257.14 (subject to final review)
- Estimated out of pocket costs for fixtures $1,693 (subject to final review)
- Installation cost $10,000-$13,000 (subject to final review)

5.2 Old Unclaimed Checks- Status- November 9th all unclaimed funds to be submitted to State of Illinois in accordance with statute on November 13th. District will then await further direction from the State of Illinois.

5.3 Chart of Accounts Change Over-Status
This project will be pushed back into 2019 for 2020 implementation due to staffing changes and the need to reassign resources. New budget module training scheduled for December.

5.4 Surplus Equipment-
- No Status on the piano
- Old Van Scrapped with $232.00 realized from sale

5.5 2019 Budget- In progress, staff meeting planned this week.

5.6 Other

6.0 New Business
6.1 2018 Tax Levy and PTELL Resolution Draft Review and Discussion- The Committee reviewed and discussed both documents at length and recommend adopting both at the November Board meeting.
6.2 2019 Staff Bonus- The Committee discussed the recommendation and concurs with a $2,500 bonus compensation for Superintendent Gianatasio for covering multiple positions all summer with substantial savings to the District.
6.3 Annual Engagement Letter with Accountant David Petschke for reconciliation and audit preparation services. – The Committee concurs with the recommendation.
- $1,000 monthly base on $100/hr @ 10 hours/ Consulting
- $3,500 audit preparation/MD&A preparation
- Rates are comparable to comparable profession rates

6.4 2019 IMRF Rate is 8.81% which is a reduction from the 2018 rate of 11.39%
6.5 TIF District extension Discussion- The Committee discussed the potential extension of the Depot and Roosevelt TIF Districts. The Roosevelt TIF District does not impact the Berwyn Park District but the Depot TIF District does. The crutch of the issue is the needed infrastructure upgrades to utilities in the corridor and the looming balloon payment of approximately $10 million that is coming due on the Grove Avenue Parking Garage. The original bonds for the garage were set up as interest only and are coming due. If the TIF is not extended, then the City will need to take over the bond payments and will need to issue additional bonded debt to make the payment. This will cause an increase to property owners. If the TIF is extended and the increment is earmarked to pay the parking structure debt, then the eventual tax impact can be lessened or reduced. The
Committee tacitly agrees with the extension and Executive Director Janda related that the effected taxing bodies can seek some type of economical agreement that would have a potential return to the agencies should certain milestones, to be negotiated, are met. This would be similar to the share agreement on the Harlem TIF corridor.

Other

7.0 Adjournment – The meeting adjourned at 10:35 am.