Finance Committee Meeting
April 8, 2019
Freedom Park
Minutes

1.0 The meeting was called to order at 5:39 pm by Commissioner Espinoza

Board Members Present: Manfredini, Espinoza, Fejt, Woywod

Commissioner Brock was excused due to a death in the family

Staff Present: Executive Director Janda
Treasure Sebesta
Superintendent Bzdyl
Superintendent Gianatasio

Others Present: Ray Coyne-Oppenheimer
John Coyne-Oppenheimer

2.0 Payables
2.1 April Payables- The Committee reviewed the monthly payables and recommends payment.
2.2 Other

3.0 Treasurers Report- Treasurer Sebesta reported balances are $1,248,926 and average interest rates are 2.44% for the month. Interest for the month is $1,032.90 and YTD is $3,983.00.

4.0 Account Reconciliations- Status – January started but emphasis on Audit preparation

5.0 Old Business
5.1 Grants
5.1.1 OSLAD – Waiting for Payment of $153,300.
5.1.2 5.1.2 Berwyn Health District- Freedom Playground-Status
- Berwyn Public Health District grant check received $21,231
5.1.3 Kaboom! Grant Submissions Completed
- Freedom Park (5-12 Age Area)- Awaiting notification of status- Nothing to Report- Several inquiries have been made since the beginning of the year.
- Sunshine Park (5-12 Age Area)- Nothing to Report

5.2 Old Unclaimed Checks- Status- Staff are monitoring any new checks.

5.3 2019 Budget- The Budget & Appropriations Ordinance and related documents have been filed with the Cook County Clerk’s Office and distributed in a chart of accounts form to staff.

5.4 Audit Status- Audit in progress, field work scheduled to start April 8th.
- Assetmax Fixed Assets updated for 2018
- Accruals completed for December 31, 2018
- Financials were uploaded to Sikich LLP as required by April 3rd.
5.5 Golf with YMCA - Nothing to Report

6.0 New Business

6.1 Potential Bond Refunding - Presentation by Treasurer Sebesta & Ray Coyne

Mr. Coyne made a presentation on a potential refunding on the 2015 callable bonds. He related that the District has a potential savings of $240,000 of savings associated with outstanding debt, most of which carries a percentage rate of 5.375%.

The refunding could reduce the park district portion of the tax bill by an estimated 1.6%. So if a park district residents tax bill reflects 2.6% overall or $.026 per dollar paid to the park district, the effect of a increase or reduction of 1% is about .25% overall.

Mr. Coyne related that the District’s positive financial position would reduce the rates on a new bond issue making it possible to create $800,000 in new funding for needed projects. This would translate into an estimated increase to the average property owner of $12.00 per year and would extend the current payment schedule by 2 to 2.5 years.

Staff prepared a listing of priority projects needing funding but also provided for new park development. Board members and staff will review the listing and prioritize and make suggestive changes.

Mr. Coyne said that the District loses about $11,000 in potential savings each month so timing is important. A BINAH hearing could be called by the President Manfredini and the amount stated in the hearing could be reduced before the sale. An example is if the BINAH hearing states the intent is to sell $800,000 in bonds, the Board could decide to lower it before the sale.

After the BINAH hearing, the Board would need to wait a minimum of seven (7) days to hold a meeting and sell the bonds.

The Committee did not take any action but recommends that members think about the proposed bond issue to help fund needed safety, maintenance, and recreational related issues.

7.0 Adjournment – The meeting adjourned at 5:37 pm.
Berwyn Park District
Building & Grounds Committee Meeting Agenda
April 8, 2019
Freedom Park
Minutes

1.0 The meeting was called to order at 5:48 pm by Commissioner Fejt.

Board Members Present: Manfredini, Espinoza, Fejt, Woywod

Commissioner Brock was excused due to a death in the family

Staff Present: Executive Director Janda
             Superintendent Bzdyl

2.0 Proksa Park-
2.1 Activity Center Updates-Bathrooms- Status- Tile Change order has been completed for $510.00 to address additional materials based on tile change,
2.2 Ballfield Drinking Fountain- No Update-
2.3 Proksa Park Fire Panel- No Report.
2.4 Future of Temporary Moving Wall Reflection Pond- The Committee discussed the potential location in the arrow bed planter north of the Proksa Activity center. Staff will work on ideas for a marker.
2.5 ARBNET Arboretum Accreditation Application- Application submitted.
2.6 LED Conversion for Park Pole Lights-Materials delivered. Installation will be scheduled for later this spring.
2.7 Camera System- Preventative Maintenance has been completed by contractor and additional cameras have been ordered for installation on the building for the bathroom and west HVAC areas. Wireless solutions are being researched for possible pond and playground coverage.
2.7 Other

3.0 Freedom Park & Administration Building
3.1 Playground-Funding Request – Kaboom! – Still awaiting funding notice
3.2 Berwyn Public Health Department Playground Grant- Status
   o Equipment has arrived
   o Purchase Orders issued for installation and surfacing
   o Staff has prepared area for contractor work
3.3 Pool-Status- WT Engineering working on main drain permit application.
3.4 Western Park Boundary Issue-Status- Resolved.
3.5 Camera System- Preventative Maintenance has been completed by contractor
3.6 Other

4.0 Smirz Park-
5.0  Sunshine Park-
   5.1  Playground-Funding request- Kaboom! – No Update
   5.2  LED Conversion for Staff Areas and Park Poles- Materials delivered. Installation will be scheduled for later this spring.
   5.3  Camera System- Preventative Maintenance has been completed by contractor.

6.0  Mraz Park-

7.0  Liberty Cultural Center
   7.1  Camera System- Preventative Maintenance is being completed by contractor. The hard drive crashed and needs replacement.

8.0  6514 27th Place
   8.1  Site plan-Status- Preliminary Design Color renderings ready for public presentation to elicit public input. Staff will present concept on April 18th at the 4th Ward meeting to be held at Liberty.
   8.2  Other

9.0  Karban Park- Deed transfer to park district from City- On Hold

10.0  Serenity Park- Deed transfer to park district from City- On Hold

11.0  Karasek Park- Deed transfer to park district from City- On Hold

12.0  Hessler Park

13.0  3400 Oak Park- Deed transfer to park district from City- On Hold
   13.1  Site Plan- Preliminary Design Color renderings ready for public presentation to elicit public input.
   13.2  South Border Line Privacy Fence- Estimate approximately $8,800.- On hold
   13.3  Other

14.0  Old Business
   14.1  Park Entrance Signs – Deferred from March Meeting- Lake County Signs- The Committee discussed the sign topic and Executive Director Janda will take some photos of similar signs for Committee review.
   14.2  Trailer- The Committee discussed the slight change in price for the New 7x14 enclosed trailer at a cost of $5,685 and recommends amending the purchase approval from $5,500 to $5,685.

15.0  New Business
   15.1  Citizen Concerns- None Received
   15.3  Other

16.0  Adjournment
Personnel & Policy
Committee Meeting
April 8, 2019
Freedom Park
Minutes

1.0 The meeting was called to order at 5:59 pm by Commissioner Manfredini

Board Members Present: Manfredini, Espinoza, Fejt, Woywod

Commissioner Brock was excused due to a death in the family

Staff Present: Executive Director Janda

2.0 Old Business
2.1 Staffing – Marketing Coordinator posted, approximately 60 applications received. Staff is looking for a qualified bilingual candidate.
2.2 Proposed IGA with Morton College for shared facility use – Status – No Report
2.3 Power DMS - Project is underway and all employment policies have been uploaded along with employee email contacts.
2.4 Executive Director Annual Evaluation & Contract Renewal – Status – The Committee discussed the evaluation process and requested that the Executive Director email his 2018 Goals Review, Copy of Current Contract, and Evaluation Form to all Board members.
2.5 Other

3.0 New Business
3.1 Pres-School IGA – Staff have met with School District 100 staff and conducted the annual review of the agreement and are in consensus with the redlined changes.

The Committee recommends adopting Resolution R-19-05 Amending the IGA with Berwyn South School District 100 to Collaborate the Provision of Pre-K Preschool Age Programming and Educational Classes.

4.0 Adjournment - The meeting adjourned at 6:14 pm.
Berwyn Park District
Recreation Committee Meeting
April 8, 2019
Freedom Park
Minutes

1.0 The meeting was called to order at 5:39 pm by Commissioner Espinoza

Board Members Present: Manfredini, Espinoza, Fejt, Woywod

Commissioner Brock was excused due to a death in the family

Staff Present: Executive Director Janda
Superintendent Bzdyl
Superintendent Gianatasio

Others Present:

1. Brochure
   a. Summer 2019 delivered 4/4. The brochure was delivered and summer registration has begun.

2. Athletics
   a. Bombers Agreement- Staff are expecting the signed agreement and associated paperwork this week.
   b. Berwyn Little League Agreement- Staff informed the Committee that discussions continue and a sticking point is the reluctance of Little League to pay non-resident fees for participants that do not live in Berwyn, in this case Cicero, who are playing in Berwyn. The Committee strongly agreed that non-residents should pay the fee.

3. Special Events
   a. Egg Hunt- The Egg Hunt is all set for April 19th at 10:00 am sharp at Morton High School.
   b. Pub Crawl- Staff updated the Committee on the status. Arnold Palmer's are planned to be served and the golf hole will be a disc golf hole. Stadium cups and banners will advertise the District and Brewfest to be held in September.

4. Staffing
   a. Marketing- The job has been posted and approximately 8 candidates will be interviewed starting next week. The goal is to hire a qualified, bilingual candidate.

5. Tequeza-The Committee discussed a possible fundraising event in August to be held at Liberty Cultural Center.

Adjournment- The meeting adjourned at 5:47 pm.