

Finance Committee Meeting
May 13, 2019
Freedom Park
Minutes

1.0 The meeting was called to order at 4:30 pm by Commissioner Manfredini

Board Members Present: Manfredini, Brock, Espinoza (phone)

Commissioners Woywod and Fejt were excused.

Staff Present: Executive Director Janda
Treasure Sebesta

2.0 Payables

2.1 May Payables

2.2 Other

3.0 Treasurers Report- Treasurer Sebesta reported investments of \$1,251,883. Average % yield for the month is 2.4%. Monthly interest is \$2,907 and YTD is \$6,891. He related that the District is in excellent shape.

4.0 Account Reconciliations- Status –March completed

5.0 Old Business

5.1 Grants

5.1.1 OSLAD – Payment of \$153,300 received..

5.1.2 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

5.1.3 Berwyn Public Health District Grant Report- Being drafted for submission.

5.1.4 BDC Philanthropic Grant Request- Being drafted for submission.

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

5.3 Audit Status- Representation Letter for Audit- the Committee recommends authorizing the corporate authorities to sign and approves submission.

5.4 Potential Bond Refunding- Discussion- The Committee discussed the BINAH hearing and related project numbers as outlined in the agenda. The consensus was to proceed with the hearing for \$800,000. It was also understood that the District is not obligated to sell the bonds by holding the hearing. The project listing is also subject to amendment should the bonds be sold to address any important matters that could arise.

Item	Description		Cost	Priority
1	Paving	Throughout the District	\$ 107,361.00	1
4	Replacement Maintenance Vehicle	Ford Explorer- Van died	\$ 35,000.00	2
3	Replacement Recreation Vehicle	Ford Explorer- Van dying	\$ 35,000.00	3
2	Soccer Field Synthetic Surfacing	R&R	\$ 250,000.00	4
9	Computer Upgrades/Server	Windows 7 unsupported starting 2020	\$ 20,000.00	5
5	Proksa Park Cat Walk	Replace Brick failing brick	\$ 19,000.00	6
6	Proksa Park Roof Replacement	Installed in 1994	\$ 30,000.00	7
10	Master Planning	All Parks	\$ 40,000.00	8
7	Liberty Basketball Standards	Replacment	\$ 27,000.00	9
8	Liberty Kitchen Renovation	Complete Renovation	\$ 75,000.00	10
11	6514 Development	Project Development	\$ 219,745.00	11
			<u>\$ 858,106.00</u>	

Item #	Quantity	Description	Price	Installation	Total
1	1	Park Sign	1800	600	\$ 2,400.00
2	1	tot lot equipment/Surfacing	25000	24000	\$ 49,000.00
3	9	bollards- Car Barriers	15	25	\$ 360.00
4	3	8' bench (memorial style)	1414	100	\$ 4,542.00
5	2	6' bench Pilot Rock (Proksa)	469	100	\$ 1,138.00
6	1	Dog bag station	0	50	\$ 50.00
7	4	picnic tables	670	400	\$ 4,280.00
8	1	drinking fountain	6000	6000	\$ 12,000.00
9	1	Yard Hydrant (Hose Hookup)	1600	6400	\$ 8,000.00
10	7	70' split rail fencing	50	100	\$ 1,050.00
11	2	Doty Garbage Cans	500	100	\$ 1,200.00
12	1	Recycling Can	200	25	\$ 225.00
13	1	bike rack	400	100	\$ 500.00
14	1	Paving - Pathways in Park	20000		\$ 20,000.00
15	1	Gazeebo 16' with metal roof	17500	10000	\$ 27,500.00
16	1	Landscaping	2500	3000	\$ 5,500.00
17	1	Cross Walk	10000	0	\$ 10,000.00
18	9	Diagonal Parking	0	8000	\$ 72,000.00
				Total	\$ 219,745.00

6.0 New Business

6.1 Copier Lease- Lease up in July- The Committee discussed the lease and concurs with staff that since it is a budgeted item and a new lease can reduce costs, that staff is authorized to proceed.

6.2 Other

7.0 Adjournment – The meeting adjourned at 4:51 pm.

Personnel & Policy
Committee Meeting
May 13, 2019
Freedom Park
Minutes

1.0 The meeting was called to order at 4:52 pm by Commissioner Manfredini

Board Members Present: Manfredini, Brock, Espinoza (phone)

Commissioners Woywod and Fejt were excused.

Staff Present: Executive Director Janda
Treasure Sebesta

2.0 Old Business

- 2.1 Staffing –Marketing Coordinator hired- Ashley Dahl will start May 21st on a part-time status.
- 2.2 Proposed IGA with Morton College for shared facility use- Status- No Report
- 2.3 Power DMS- Being Implemented
- 2.4 Pres-School IGA- District 100 to approve in May
- 2.5 Executive Director Annual Evaluation-Deferred until Board meeting.
- 2.6 Other

3.0 New Business

- 3.1 **Job Description Amendment – Customer Service Representative- Resolution R-19-06**
The Committee recommends adopting Resolution r-19-06 amending the Customer Service Representative job description.

- 3.2 Job Description Creation- Horticulturist- Staff are creating a job description for the position. The position will be filled in-house by a qualified staff member and will reflect needed skills and duties related to horticulture.
- 3.3 Professional Appointments- Executive Director Janda informed the Committee that he was recommending Gerald Sebesta as the Treasurer and Michael Roth of Ice Miller LLP as the attorney. Rich Johnson will be retiring as of June 30th.

4.0 Adjournment- The meeting adjourned at 5:03 pm.