

**MINUTES OF THE BERKELEY PARK DISTRICT
REGULAR BOARD MEETING
WEDNESDAY, APRIL 3, 2024**

Call to Order and Roll Call

The meeting was called to order by Vice President Smith in the absence of the President at 7:07 pm.

Commissioners Present: M Carpenter, G Sada, P Smith; R Sudduth arrived at 7:12 pm.
Commissioners Not Present: T Larem.

Others Present: Director P Graham, Treasurer A Schenone, Attorney M Mack, Consulting Director D Schimmel.

Public Present: Lori Graham, Dave Ditchfield, Kelly Smock, Angela Sevcik and Caleb Neal.

Guests Present: Chuck Szoke of GovTemps USA/MGT.

Approval of Agenda

A motion was made by Commissioner Sada and seconded by Commissioner Smith to approve the agenda for April 3, 2024. Motion carried 4-0 on a voice vote.

Approval of Minutes

A motion was made by Commissioner Carpenter and seconded by Commissioner Sada to approve the Decennial Committee Meeting Minutes from March 6, 2024. Motion carried 4-0 on a voice vote.

A motion was made by Commissioner Sada and seconded by Commissioner Smith to approve the Public Hearing Minutes and Regular Meeting Minutes of March 6, 2024 with corrections of the Board Meeting Calendar to Change the July meeting to July 10 and the September meeting to September 11. Motion carried 4-0 on a voice vote.

A motion was made by Commissioner Sada and seconded by Commissioner Carpenter to approve the Special Board Meeting Minutes to approve the Bond and Appropriations Ordinance from March 6, 2024. Motion carried 4-0 on a voice vote.

Treasurer's Report

Treasurer Schenone presented the listing of receipts, payroll and disbursements for the month of March. A motion was made by Commissioner Carpenter and seconded by Commissioner Sada to approve payroll in the amount of \$397.13. Voting "Aye" were Commissioners Carpenter, Sada, Smith and Sudduth. Motion carried 4-0.

A motion was made by Commissioner Sada and seconded by Commissioner Smith to approve disbursements in the amount of \$17,746.36. Voting "Aye" were Commissioners Carpenter, Sada, Smith and Sudduth. Motion carried 4-0.

Correspondence

Consulting Director Schimmel presented two pieces of Board Correspondence.

First, the Illinois Local Records Commission of the State of Illinois had approved our Records Disposal Certificate. This allows us to dispose of specific records beginning April 25.

Second, Schimmel distributed an anonymous letter to the Board citing several concerns. The Board acknowledged receipt of the letter and encouraged people with concerns to come to the Board Meeting to voice them or indicate who they are so Commissioners and/or Staff can follow up with their concerns.

Attorney Report

No Report

Commissioner Reports

Programs – Commissioner Sada reported that we've sold out all our vendor spots for the upcoming Mother's Day Gift Sale Event. She also reported on a plan to host classes on home economics for young teens. Commissioner Carpenter reported that the Loteria program was scheduled for Friday, April 5.

Buildings and Grounds – Commissioner Smith reported that he is working with P Graham on the Bike path signs that are newly required by the State. He also pointed out several active leaks in the roof noting that the Building Assessment for Lind came at the perfect time as we need to replace the roof.

Directors Report

Graham presented his written report on upcoming programs. He highlighted the cooperative project with the library, and the focus group he's having with seniors on April 11.

Consulting Director's Report – Schimmel reported that the Village had approved the State's Grant Agreement for the Bike Grant and had sent it to the IDNR. He reported that the Lind Building Assessment had been revised to include a column identifying immediate needs.

Old/Unfinished Business

Strategic Plan – Schimmel presented the Strategic Plan to the Board. The purpose of the plan was to hold several focus groups to help draft a mission statement, determine park district values, identify our main areas of business (parks, recreation, and business operations), and to establish goals and objectives. There were three focus groups held with over 20 people participating. Goals and objectives were created focusing on parks, recreation, and business operations. In addition, a goal was drafted to make sure the Board dealt with critical needs identified by the Government Efficiency Report.

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Schimmel reported that once the Strategic Plan was approved, that it would be posted on the website in order to show transparency and to encourage accountability in moving forward. A motion was made by Commissioner Carpenter and seconded by Commissioner Sada to approve the Strategic Plan as presented. Motion carried 4-0.

Marketing Proposal Discussions – Tabled until more information is available.

Updated Lind Building Assessment – Legat Architects provided an updated report with a new “Remedial Action/Estimate Matrix”. This revised matrix focused on what they thought was necessary in year 1 along with the estimated costs for each project. Primary costs were for roof replacement; skylight removal or replacement; exterior trim painting; brick wall repairs; and ADA repairs. They estimated a total of \$116,350 in year 1 alone. Schimmel noted that with other major projects in 2024 already planned, that it might be difficult take on all of those projects. However, initiating a roof repair project should be a high priority. Commissioner Smith agreed and encouraged staff to begin work on obtaining proposals.

New Business

MGT/Gov HR Extension – A proposal for extending the contract with MGT/Gov HR was made necessary because Consulting Director Schimmel’s contract had expired. Though Schimmel could have stayed on, he noted that he had already gone beyond the original contract and family commitments prevented him from continuing. The new extension with MGT/Gov HR is for three months with a new person filling Schimmel’s role. Chuck Szoke would be starting on April 5. Szoke comes to the park district with 40 years of professional park district experience at the Channahon Park District. In addition, he has filled Interim staffing roles at the Village of Orland Park Recreation and Park Department and the Glen Ellyn Park District. After some discussion, a motion was made by Commissioner Sudduth and seconded by Commissioner Carpenter to approve the extension of Consulting Services with MGT/Gov HR. Voting “Aye” were Commissioners Carpenter, Smith and Sudduth. Voting “No” was Commissioner Sada. Motion passed 3-1.

Gewalt Hamilton – Schimmel presented the proposal from Gewalt Hamilton for design, bid document development, contractor selection and project management. Schimmel noted that \$24,000 was for the design, bid document, and contractor selection process (along with very limited construction oversight). This amount is in line with a project of this size. In addition, Gewalt proposed \$24,000 for project management and oversight. This amount is based on the anticipated amount of time and materials needed for them to fully manage the construction of the bike path and ballfield. Schimmel noted that this is a “worst case” scenario and noted that the Village has already offered to provide project oversight to help reduce the need for so much involvement “on site.” As a result, that \$24,000 should be much less. A motion was made by Commissioner Sada and seconded by Commissioner Sudduth to approve the service proposal provided by Gewalt Hamilton. Voting “Aye” were Commissioners Carpenter, Sada, Smith and Sudduth. Motion carried 4-0.

Public Comment

Resident Angela Sevcik questioned the need for a ballfield at Berkeley Park suggesting that a soccer field be placed there instead. Schimmel relayed that the ballfield was part of the OSLAD Plan and was supported through the public input phase. Commissioner Smith also stated that the ballfield improvement was part of the negotiations with the Tollway Authority and the village. We would have to get both parties to agree to redirect those funds to other projects. Smith said it may be possible to place a small soccer field at that location and that we could explore that opportunity with Gewalt Hamilton.

Resident Laura Graham questioned the contract extension for the consultant position noting that the contract scope seemed very similar to what was supposed to happen with the original contract. Schimmel responded by saying though the intent was to just do an assessment, that the scope changed dramatically. Completing the Government Efficiency Report, negotiating the bikeway grant process, completing the strategic plan and completing other projects significantly expanded the contract.

Adjournment

A motion was made by Commissioner Sada and seconded by Commissioner Sudduth to adjourn the meeting at 8:21 pm. Motion carried 4-0 on a voice vote.

/s/ Dan Schimmel
Acting Recording Secretary

/s/ Teresa Larem
President