

MINUTES OF THE
BERKELEY PARK DISTRICT
BUDGET AND APPROPRIATIONS HEARING
WEDNESDAY, MARCH 6, 2024

The Budget and Appropriations Hearing of the Berkeley Park District was held on Wednesday, March 6, 2024 at the Berkeley Park District's Lind Park Building. The meeting was called to order at 7:00 pm.

Roll Call Commissioners Present: M Carpenter, G Sada, P Smith and T Larem. R Suddth Excused.

Others Present: Attorney Scott Puma, Director P Graham, Treasurer Schenone, Consulting Director Schimmel. Residents Lori Graham and Denise Pikes, Lisa Modine of Modus, and Ted Haug of Legat.

Discussion of the Budget and Appropriations Hearing.

Public Comment: none

A motion to adjourn was made by T Laren and seconded by M Carpenter to adjourn the Budget and Appropriations Hearing of the Berkeley Park District for January 1, 2024 to December 31, 2024.

Commissioners voting "aye": M Carpenter, G Sada, P Smith and T Larem. Motion carried.

Meeting Adjourned at 7:05 pm.

MINUTES OF THE BERKELEY PARK DISTRICT
REGULAR BOARD MEETING
WEDNESDAY, MARCH 6, 2024

The Regular Meeting of the Berkeley Park District was held on Wednesday, March 6, 2024 at the Berkeley Park District Lind Park building. The meeting was called to order at 7:05 pm.

Roll Call Commissioners Present: M Carpenter, G Sada, P Smith and T Larem. R Suddth Excused.

Others Present: Attorney Scott Puma, Director P Graham, Treasurer Schenone, Consulting Director Schimmel. Residents Lori Graham and Denise Pikes, Lisa Modine of Modus, and Ted Haug of Legat.

A motion was made by Commissioner Sada and seconded by Commissioner Smith to approve the agenda for March 6, 2024. Motion carried unanimously.

A motion was made by Commissioner Sada and seconded by President Larem to approve the Minutes of February 7, 2024. Motion carried unanimously.

Treasurer presented a listing of disbursements in the amount of \$28,168.79. A motion was made by Commissioner Sada and seconded by President Larem to approve the disbursements

listing totaling \$28, 168.79. Voting “aye” were Commissioners M Carpenter, G Sada, P Smith and T Larem.

Consulting Director Schimmel reported on three pieces of Board Correspondence. The first was an email from Director of Public Works Joe Wagner. He kindly forwarded information about a new state requirement making it mandatory to place warning signs on bike paths to ward of vehicular traffic. Mr Wagner also offered to install the signs when we have received them. Commissioner Smith and Director Graham both had suggestions for signs of this type. It is expected that we have appropriate signs in April.

Schimmel reported on an email from Mike McCarty of the Glenview Park District reporting on efforts of other Directors to seek an amendment to the Cook County Paid Leave Act. This Act requires employers to provide paid time off for almost every employee classification. Though our exposure is really limited, other park districts are seeking an amendment exempting them from paid time off for seasonal and temporary staff.

The last piece of correspondence was also from Director Joe Wagner advising us that the Village had completed its competitive bid process for the sealcoating of various parking lots and had included the bike path in that process. In the spirit of cooperation and community good, the Village staff is recommending that the Village cover this expense of \$5,799.11. They expected to vote on this on March 5, 2024.

Attorney Report: Attorney Puma reported that he had been working with the Village and the state on the Bikeway Grant. It looks like the State is going to require that the Village sign the grant agreement and that we will simply follow the requirements of the IGA that was recently passed. He also reported that since Ancel Glink represents several Cook County Park Districts, that he is involved in the Paid Time Off debate with the County. He reported that it doesn't look good for park districts at this time but that they are still seeking an amendment. He also reported that the Budget and Appropriations Ordinance needed to be mailed or delivered in person to the Assessor's Office downtown.

Budget and Finance – Commissioner Carpenter reported on her efforts to consolidate revenue and expense totals and registration numbers for park district programs. She had shared table showing her findings and noted that most programs do not make or break even. There were three programs/ that were generating some income. Those are the Christmas Market, the Spring Market and Ju Jitsu. President Larem suggested completing the report on a quarterly basis. Schimmel suggested that the Board needs to look at creating some sort of policy that recognizes the need to subsidize programs, but that it needs to be tempered with making sure that fees and registrations will generate a break even or better financial position.

Programs – Commissioner Sada reported on a number of new programs coming up including the Spring Market. The Spring Brochure is also online.

Playgrounds and Buildings – Commissioner Smith reported that the Lind Building signposts had rotted away at the base. Director Graham had moved the broken sign away from the building. Staff will be looking at options for replacing the sign as the sign itself is very old and starting to split.

Directors Report: Consulting Schimmel highlighted that the process for disposing documents continues. He sent an email to the State Records with our Certificate of Documents. We should have permission to dispose of documents following this review.

Director Graham reported on upcoming programs.

Because the Budget and Appropriations Ordinance had not yet been posted for the necessary period, the approval of the Ordinance was scheduled for a Special Meeting on March 13, 7:00 pm at the Lind Park Building.

A brief discussion of the completed Strategic Plan was pursued but it was evident that more time was needed for the Board to review the materials. As a result, further discussion would be held at the Regular Board Meeting in April.

Update of the Bikeway Grant – There was limited new information on the Bikeway Grant. However, Schimmel did report that he is still waiting for the topography study of Berkeley Park and an engineering proposal from Gewalt for design, construction documents, bidding, and construction management services for the Bikeway project.

Government Efficiency Report – The Decennial Committee completed its work on March 6 at its last meeting. It recommended that the Board of Commissioners approved the draft of the Government Efficiency Report with additional language about our membership in the Illinois Association of Park Districts. It also recommended dissolution of the Committee. A motion was made by G Sada to approve the Government Efficiency Report with the additional language for the Illinois Association of Park Districts. The motion was seconded by Commissioner Smith. Voting “aye” were Commissioners M Carpenter, G Sada, P Smith and T Larem.

A motion was made by Commissioner Carpenter and seconded by Commissioner Sada to dissolve the Decennial Committee. Voting “aye” were Commissioners M Carpenter, G Sada, P Smith and T Larem. President Larem thanked the Committee for their work and dedication.

Lisa Moline of Modus presented her proposal for marketing services. These services include website design, website management, logo design, social media and market research components. Modus is currently working with the Village on similar projects. Commissioner Sada had a variety of questions regarding metrics that could be provided along with our accessibility to a variety of the components. The proposal was tabled and staff was directed to seek out other marketing firms that could provide us with a competitive price for these services.

Ted Haug of Legat Architects in Waukegan presented their Assessment of the Lind Park building. He started out emphasizing the need for maintaining the exterior “envelope” to protect the interior. He went reported that the shingles needed to be repaired, skylights were leaking, tuckpointing near some windows were failing, and that some of the soffits needed repair. These issues are high priority issues and should be addressed as soon as financially possible. His report included concerns on the entrances and exits of the building were not ADA compliant with the ramp pitch being too severe, automated entrance not provided, and shortened space in the vestibule. He encouraged the Board to review the report and to recognize that the costs and repairs could be spread out over time. Haug will take the report back to work on prioritizing and spreading out the projects in an appropriate sequence.

The Board reviewed the proposal from Rainmakers for servicing the irrigation system at Berkeley Park. Services totaling \$500 would cover “opening” and “winterizing” the irrigation system. Director Graham reported that Rainmakers has been our service provider for several years. A motion was made by Commissioner Smith and seconded by Commissioner Sada to approve the Rainmakers contract for opening and winterizing the irrigation system at Berkeley

Park for a total of \$500. Voting "aye" were Commissioners M Carpenter, G Sada, P Smith and T Larem.

The Meeting Calendar for the year was reviewed. Staff were asked to add the Special Meeting for March 13, the July 3 meeting to July 10 and to September meeting to September 11. A motion was made by Commissioner Smith and seconded by Commissioner Carpenter to approve the calendar with the addition of the March 13 Special Meeting and moving the July 3 meeting to July 10 and September meeting to September 11. Voting "aye" were Commissioners M Carpenter, G Sada, P Smith and T Larem.

A motion was made by President Larem and seconded by Commissioner Smith to adjourn the meeting at 8:30 pm. Motion carried with all in favor voting "aye."