

**MINUTES OF THE BERKELEY PARK DISTRICT**  
**REGULAR BOARD MEETING**  
**WEDNESDAY, JANUARY 8, 2025**

**Call to Order and Roll Call**

The meeting was called to order by President Larem at 7:00pm at the Lind Building. All present recited the Pledge of Allegiance.

Commissioners Present: M Carpenter, T. Larem, P Smith, R Sudduth, G. Sada

Others Present: District Administrator, Brian Ramsey; Treasurer, Art Schenone; and Attorney, Eugene Bolotnikov

**Approval of Agenda**

A motion was made by Commissioner Sudduth, second by Commissioner Sada, to approve the Meeting Agenda for January 8, 2025. Motion carried 5-0.

**Approval of Minutes**

A motion was made by Commissioner Smith and seconded by Commissioner Sada to approve the minutes of the Board Meeting of December 4, 2024, with a stated correction of when Commissioner Sada arrived for the meeting at 7:10pm. Motion carried 5-0.

**Treasurer's Report**

Treasurer Art Schenone presented the listing of receipts, payroll, and disbursements for the month of December 2024.

A motion was made by Commissioner Smith and seconded by Commissioner Sada to ratify payroll in the amount of \$8,037.82 as presented. Voting "aye" were Commissioners Carpenter, Larem, Smith, Sada and Sudduth. Motion carried 5-0.

A motion was made by Commissioner Mari and seconded by Commissioner Larem to ratify the disbursements of \$266,949.83 as presented. Voting "aye" were Commissioners Carpenter, Larem, Sada, Smith and Sudduth. Motion carried 5-0.

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**Correspondence:** Directed Ramsey commented about the recent IAPD Annual Report and Membership Renewal. Each Commissioner received an updated Report from IAPD which contains highlighted information on the advocacy work they do annually.

Additionally, Director Ramsey indicated that another FOIA Request was received, and as a prepared response, a packet of information as requested has been made available for pick-up to the requester.

**Attorney's Report: No Report**

#### **Commissioner's Reports**

**Sada – Programs Report:** Commented about some of the revisions to the Winter Brochure. Inquired if we had any more information about the Tee-Ball Program listed in the Brochure. Director Ramsey indicated that he hasn't spoken to anyone directly, but we do have a contact for the group that is offering to run this program. In the future she would like to see the Marketing Committee and the Program Committee working more closely together. Director Ramsey responded to an inquiry about some errors in the brochure and requested that as each Commissioner finds any errors, simply to mark up a copy of the brochure and highlight any errors and/or corrections that need to be addressed in the future, then we can make corrections prior to printing.

**Carpenter – Budget & Finance Report:** No Report.

#### **Smith – Playground Equipment & Building/Grounds Maintenance Report:**

Indicated that Ice Rink in Berkeley Park was open, and that the Lions Club was interested in hosting a Skate Event there on January 18th from 12:00-2:00pm. Director Ramsey requested that to if someone could provide him with a contact name, then he would work with them in coordinating this event in the park. Commissioner Carpenter stated that the Library would possibly be interested in renting skates and to contact Ryan at the Library for details. Also, that we should seek a Certificate of Insurance from any group running this event.

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Commissioner Smith also commented that during the Ball Field Improvement Project, Joe Wagner with Public Works was able to save some of the fencing they removed which they should be able to re-purpose it for roofing of the new Dugouts. Director Ramsey stated that Public Works was also able to save some of the benches that were removed and plan to repurpose those as well. This will save the District a little bit of money.

Commissioner Smith also indicated that the Village is supposed to provide partial reimbursement to the Park District as related to moving the ball field fencing too and suggested that Director Ramsey speaks with the Village for clarification.

**Sudduth – Grants & Personnel:** No Report

**Sada – Community Engagement Report:** Mentioned that the Garden Club was recently dissolved by the Village and would like to partner with the Park District. Director Ramsey indicated that someone from the Garden Club should reach out to him for a conversation or provide us with a proposal of their needs. The OSLAD Proposal included a potential pollinator garden in the new design plan for the park, and perhaps the Garden Club would be interested in maintaining the garden if it is ever built.

**Staff Reports: District Administrator, B. Ramsey –** Referenced updates on designated projects as outlined in a written report to the Board, highlights include the following:

New Winter Brochure as been completed and on the Park District's Website.

December Program Results, the Holiday Market Event had a balance of \$147.00 (+).

The position for hiring a Program Coordinator has been posted on the IPRA Website.

The Bike Path & Ballfield Project has been completed, and 10% of the construction contract has been retained until the grass takes hold in the spring.

The Roofing Project on the Fieldhouse is close to completing but has been delayed due to weather.

The Chicago Finishing Trade School (located in Berkeley) has agreed to paint the interior of the building, the District just needs to select the colors before they can schedule the work.

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It was suggested that Commissioner Smith & the Buildings & Grounds Committee select three colors to recommend to the Board. Additionally, Commissioner Larem suggested.

#### **Staff Reports Continued**

that we also consider the color for new flooring at the same time and seek proposals for that project as well.

The OSLAD GRANT application submitted GHA Engineering on behalf of the Park District, failed to obtain funding in the 2025 Grant cycle. Even though we have requested that GHA provide us with some insight on why the Park District may not have been selected for a grant, at this time, we haven't received any response. Director Ramsey encouraged the Board to consider applying again in 2025 for possible funding in 2026. However, he recommended that the District may want to consider selecting a different consultant that may have a better track record of obtaining Grants. Director Ramsey indicated that he has already approached Design Perspectives who completed the Park District's Master Plan back in 2000 and has obtained a proposal to update the Master Plan, as well as assisting with the Grant Application submission.

The IAPD Self Evaluation Workshop that was previously schedule following our meeting tonight was cancelled by IAPD, but they have rescheduled for our meeting on March 5<sup>th</sup>.

The IAPD/IPRA Conference is this month, and Director Ramsey and Commissioner Carpenter will be attending and representing the Berkeley Park District.

**Old/Unfinished Business: None**

**New Business:**

**Review and consideration to approve a Consulting Agreement with Chuck Szoke.**

A brief discussion was held regarding the purpose of this proposal. Commissioner

Sada questioned how many hours he would be working, the cost to the District, and if the District should consider hiring Peter back to assist the Director. It was pointed out that he wasn't being hired to do the work that Peter was previously doing, but that the scope of work was highlighted in Exhibit A of the Agreement. Commissioner Sudduth indicated that he would only be working 20 hours a week, and it could take 2-3 months to complete the scope of

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the work as requested. Furthermore, Mr. Szoke is already familiar with the District and this specific issue, and it may actually take him less time to complete than bringing in someone new.

A motion was made by Commissioner Sudduth to approve the Consulting Agreement with Chuck Szoke and not to exceed 20 hours per week. Seconded by Commissioner Larem. Voting "aye" were Commissioners Carpenter, Larem, Smith and Sudduth. Voting "No" were Commissioner Sada. Motion carried 4-1.

**Public Comment - none**

**Adjournment**

A motion was made by Commissioner Larem and seconded by Commissioner Smith to Adjourn the meeting at 7:46 pm. Roll Call Voting "aye" were Commissioners Carpenter, Larem, Sada, Smith, and Sudduth. Motion carried 5-0.

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Board Secretary

President

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Recording Secretary/Date

BPD Board MINUTES/bcr: 2025.01.08