MINUTES OF THE BERKELEY PARK DISTRICT
REGULAR BOARD MEETING
WEDNESDAY, APRIL 1, 2026

Call to Order and Roll Call

The meeting was called to order by Vice President Smith at 6:30 pm at the Lind Park Fieldhouse.

Commissioners' Present: M Carpenter, P Smith, T Larem, & D Sada..

Commissioners' Absent: R Sudduth

Others Present: District Administrator, Brian Ramsey; Program Coordinator, Sam Carlberg; and Attorney, Megan Mack.

Approval of Agenda

A motion was made by Commissioner Sada and second by Commissioner Carpenter, to approve the Meeting Agenda for April 1, 2026. Voting "aye" were Commissioners Carpenter, Smith, Larem, and Sada. Motion carried 4-0.

Approval of Minutes

A motion was made by Commissioner Carpenter, and second by Commissioner Sada to approve the Minutes of the Park Board Meeting of March 11, 2026. Voting "aye" were Commissioners Carpenter, Smith, Larem & Sada. Motion carried 4-0.

Treasurer's Report:

A Motion was made by Commissioner Carpenter and second by Commissioner Smith to approve Payroll in the amount of $6,149.99. Roll Call Voting "aye" were Commissioners Carpenter, Smith, Larem, and Sada. Motion carried 4-0.

A Motion was made by Commissioner Carpenter and second by Commissioner Sada to approve the monthly disbursements in the amount of $31,855.18. Roll Call Voting "aye" were Commissioners Carpenter, Smith, Larem, and Sada. Motion carried 4-0.

Correspondence: Administrator Ramsey stated that the Park District had received notification from the Cook County Board President that indicated distributions from this year's first-installment of property tax collected was scheduled to be sent out.

Attorney's Report: Megan Mack – No Report.

Commissioner's Reports:

Commissioner Carpenter – Budget/Finance: Read a brief YTD Financial Summary as provided by Lauterbach & Amen which indicates that the District's revenues for the month totaled $7,806.57. Expenditures totaled $19,888.35 and the District has spent 18.77% of their budgeted expenses for FY 2026.

Additionally, Lauterbach & Amen are currently working with the auditors (Seldon Fox) to complete the annual Financial Statement & Compilation Report (FY2025).

Commissioner Sada – Programming: Commented on the successful Easter Egg Hunt. Suggested that maybe next year they could consider offering an Adult Egg Hunt. The Spring Brochure is out and Registration is going well.

Commissioner Smith – Building & Grounds: Commented that he would defer to Administrator Ramsey's Report.

Commissioner Sada – Community Engagement: Mentioned the need for Volunteers and the use of our Volunteer Form.

Additional discussion and various comments from other Commissioners include:
Continue to seek additional gym time from MacArthur School year-around. Continue offering Volleyball. Consider offering Sand Volleyball in the Summer. Also, can we offer another Rec Tumbling Class?

Staff Reports:

District Administrator, B. Ramsey – Highlighted items in a written report provided in advance to the Park Board.

- Soundproof Chicago has completed the installation of absorption panels in the building, and it has dramatically decreased the noise level that we were previously experiencing.
- Lind Park Building Rental Schedule Update

- Recent Repairs to the Lind Park Building included:
  1) Replacing the trap to the kitchen sink and snaked-out the drain.
  2) Elite Appliance replaced the Oven Igniter that had mal-functioned.
  3) MEM Electrical will be replacing the Parking Lot Light fixture that is not working.
- The Village Public Works Department assisted the District by removing the concrete debris in Berkeley Park next to the Soccer Field. New Soccer nets have been ordered and should be delivered and installed with the month.
- We will be using a new vendor for Porta=potties in the park this year. Pro Waste Inc. of Berkeley has provided the District with the best price and has already placed 2 in the park.
- Administrator Ramsey indicated that he received a request from someone seeking to memorialize a park bench and had provided them with the cost of a new park bench from Kirby that would match the existing benches in the park. Additional discussion about possibly creating a Park Bench Donation Program.
- Administrator Ramsey contacted the Village's Code Enforcement when he recently became aware of a household next to the park was discharging their sump pump onto the park property. Code Enforcement is expected to follow up with the homeowner and correct the issue.

Program Coordinator, S. Carlberg – Highlighted items in a written report as provided to the Park Board in advance.

- Provided a list of the Spring Programs and the number of participants that we currently have registered. Most programs are doing well, and we continue to promote those that need more participants.
- The Egg Hunt went really well with 84 kids in attendance. Our expenses were $1,139.78 as our registration numbers doubled from last year, and we had over 2,0000 eggs. Special appreciation to Dolores Guzman who provided over 30 prizes for the raffle. Also thanks to all of the Volunteers and Commissioner who were able to help with this event.
- Pickleball nets have been installed on the courts, as well as umbrellas.
- Tennis nets will go up next week, weather permitting.
- Volleyball rope lines have been installed in the sand volleyball courts. The Sand League is full, and we may consider offering an additional League on another night.

- We have started working on programs for the Summer Brochure. If you have any new program ideas, please contact Sam.

Commissioner Larem suggested we use Yard Signs in the park to promote some of our programs.

OLD BUSINESS:

A. Review and approval of a Proposed Ordinance #2026-02 Regarding Meeting Attendance.

No Discussion. It was suggested to table this item. All Commissioners concurred.

B. Ratification of the Grounds Maintenance & Mowing Services Agreement with Romano Landscape, LLC.

Attorney Mach shared with the Board why this item was once again on the Agenda. Due to her mis-interpretation of the law addressing how Abstention votes count in determining the final action and how it is recorded; the abstention vote from last month is recorded with the majority of the entire Board, not just those at the meeting. Therefore, the vote from the March meeting did not pass due to the lack of a voting quorum at the meeting, and another vote on this item would be required.

Discussion regarding the work criteria as indicated in the RFP and scope of work expected by the Contractor. Romano Landscape LLC meets the criteria and provides the best qualified price to complete the scope of the work.

Motion was made by Commissioner Sada and seconded by Commissioner Larem to permit the District Administrator to execute the Grounds Maintenance & Mowing Services Agreement with Romano Landscape, LLC. Roll Call Voting "aye" were Commissioners Carpenter, Smith, Larem, and Sada. Motion carried 4-0.

NEW BUSINESS:

A. Discussion of Baseball Field use request by Berk-Hill Baseball.

Administrator Ramsey shared that he was only recently contacted by a representative of Berk-Hill Youth Baseball seeking a request to use the renovated baseball field. Currently,

the District doesn't appear to have any formal agreement with Berk-Hill Baseball or process for field usage. General Discussion resulted in the following options:

- Allow Berk-Hill Baseball to use the field for a fee.
- Permit Berk-Hill Baseball to use the field at no charge if they maintain the field.
- Or a combination of either of these options.

The Board requested that Administrator Ramsey follow up in seeking more information from Berk-Hill Baseball and to check with neighboring Park District as related to fees charged to local baseball organizations. No formal action was taken by the Board.

Public Comments: None

EXECUTIVE SESSION: None

Adjournment

A motion was made by Commissioner Smith at 7:09pm and seconded by Commissioner Larem to Adjourn the meeting. Voting "aye" were Commissioners Carpenter, Smith, and Larem. Motion carried 4-0.

5/6/2026
Board Secretary/Date

5/6/26
President/Date

5/6/26
Recording Secretary/Date