



**NORTH BERWYN PARK DISTRICT BOARD OF COMMISSIONERS
MONTHLY BOARD MEETING MINUTES**

**1619 Wesley Ave, Berwyn, Illinois
November 9, 2023, at 6:00 p.m.**

1. Call To Order:

- A. Vice President John Kearns called the regular monthly meeting of the North Berwyn Park District Board of Commissioners to order at 6:01 p.m.
- B. The meeting began with the Pledge of Allegiance.
- C. Upon roll call being taken, the following commissioner were present:

Commissioners: Kelly Diaz, Commissioner
 John Kearns, Vice President
 Angel Avalos, Jr., Secretary
 Mark Sladek, Treasurer

Staff: Joe Vallez, Executive Director

- D. President Jim Kearns was not present.
- E. Vice President John Kearns requested approval of the November 9, 2023, Agenda.

Secretary Angel Avalos, Jr. made a motion to approve the November 9, 2023, Regular Board Meeting Agenda. Commissioner Kelly Diaz second the motion. Motion unanimously carried.

2. Approval of Minutes:

- A. Vice President John Kearns requested approval of the minutes of the Regular Board Meeting of September 14, 2023.

Treasurer Mark Sladek made a motion to approve the minutes of the Regular Board Meeting of September 14, 2023. Commissioner Kelly Diaz second the motion. Motion unanimously carried.

3. Correspondence:

- A. Executive Director Joe Vallez shared various correspondences he received with the Board of Commissioners.

4. Public Comment:

- A. No Person Public Comment
- B. No Emails Sent in for Public Comments

5. Treasurer's Report:

- A. Treasurer Mark Sladek presented the September Cash Disbursement report. Vice President John Kearns requested approval of the September Cash Disbursement report.

Commissioner Kelly Diaz made a motion to approve the September Cash Disbursement report. Secretary Angel Avalos, Jr. second the motion. Motion unanimously carried.

- B. Treasurer Mark Sladek presented the September Finance Report. Vice President John Kearns requested approval of the September Finance Report.

Secretary Angel Avalos, Jr. made a motion to approve the September Finance Report. Commissioner Kelly Diaz second the motion. Motion unanimously carried.

- C. Treasurer Mark Sladek presented the October Cash Disbursement report. Vice President John Kearns requested approval of the October Cash Disbursement report.

Commissioner Kelly Diaz made a motion to approve the October Cash Disbursement report. Secretary Angel Avalos, Jr. second the motion. Motion unanimously carried.

- D. Treasurer Mark Sladek presented the October Finance Report. Vice President John Kearns requested approval of the October Finance Report.

Secretary Angel Avalos, Jr. made a motion to approve the October Finance Report. Commissioner Kelly Diaz second the motion. Motion unanimously carried.

6. Staff Reports:

- A. Executive Director Report:

- 1. NBPD 2.0:

- a. Mackin Park:

Referendum Question: Aaron Gold of Speer Financials Inc. provided a presentation on the different types of referendums that NBPD could consider and example of pool cost.

Green Space: Substantial Completion approval by JSD. Ninety percent of the funds have already been disbursed, while the NBPD is retaining the remaining 10% as a retainer.

b. JCV Facility:

ADA Lift: Efforts are being made to install a lift at the Joseph C. Vallez Activity Center to ensure ADA compliance.

Veteran's Memorial: Installation is currently underway at the Joseph C. Vallez Activity Center

Tree Plantings: The NBPD is planning to plant approximately eight trees around the Joseph C. Vallez Activity Center.

LED Sign Installation: The NBPD is collaborating with the architect to finalize the design for the LED sign.

2. Master Plan: Community Survey – Executive Joe Vallez looking into QR Code.
3. IT Upgrade is still pending.
4. Computers have been ordered for Commissioner Kelly Diaz and Angel Avalos, Jr.
5. Executive Joe Vallez in working on restructuring chart of accounts.
6. Halloween Events went well. They were well attended.
7. Winter Holiday events:
 - Nov. 27-Dec. 9: Letters from Santa
 - December 1-3: Animal Shelter benefit Event – JCV
 - December 9: Winter Wonderland/Visit with Santa
 - December 12: Senior Gala
 - December 14: Holiday House Decorating Contest
 - December 15: Santa's calling
 - Staff Holiday Event: TBD
8. Executive Joe Vallez looking into hosting clothing drive.
9. Illinois Association of Park Districts presented Best on the Best Awards Honoring Mark Sladek for 25 Years of service to the North Berwyn Park District.

10. Administrative Report:

Budget prep.

Restructuring chart of accounts.

Open Enrollment PDRMA Health:

Safety Training: Maintenance staff, winter equipment.

11. Recreation:

Michelle D. transition into recreation supervisor position.

Trips: full and taking on registration for winter/spring.

Senior Health workshops going well.

Theater – Caterpillars Tale 11/17, 18, 19.

Monthly Storytelling Jam going extremely well, shows are all booked solid.

Sports programming going well, registering for winter/spring.

12. Marketing: Promotion of Winter/Spring programs. Social media ongoing.

13. Illinois Association of Park Districts Conference scheduled for January 25-27.

B. WSSRA:

Commissioner Kelly Diaz attended the October WSSRA Board meeting on October 3, 2023. WSSRA review and recommended a 4% increase in the 2024 Partner shares. The NBPD will have to pay \$85,812 for the 2024 Partner share. Also, WSSRA is hosting Fall in for Our Stars fundraiser to be held on November 10, 2023. Commission Kelly Diaz is planning to attend the event.

7. Old Business:

There was no old business to discuss.

8. New Business:

A. Grass resodded on the green space that replaced the pool at Mackin Park. Ninety percent of the funds have already been disbursed, while the NBPD is retaining the remaining 10% as a retainer.

B. The Veteran's Memorial installation is currently underway at the Joseph C. Vallez Activity Center. The NBPD is collaborating with the architect to finalize the design for the LED sign. Additionally, efforts are being made to install a lift at the Joseph C. Vallez Activity Center to ensure ADA compliance. Lastly, the NBPD is planning to plant approximately eight trees around the Joseph C. Vallez Activity Center.

C. An ORDINANCE providing for the issue of \$272,795 Taxable General Obligation Limited Tax Park Bonds, Series 2023, of the District, to provide the revenue source for the payment of certain outstanding obligations of the District and for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the

existing land and facilities of the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

- D. Vice President John Kearns requested approval to move the Referendum Question before the Staff Report.

Commissioner Kelly Diaz made a motion to move the Reference Question before the Staff Report. Vice President John Kearns second the motion. Motion unanimously carried.

Aaron Gold of Speer Financials Inc. provided a presentation on the different types of referendums that NBPD could consider and example of pool cost.

9. Executive Session:

There was no executive session.

10. Re-Convene to Open Session:

There was no need to re-convene to open session.

11. Possible Action, If Necessary:

There was no possible action.

12. Adjournment:

Vice President John Kearns requested approval to adjourn the meeting.

Commissioner Kelly Diaz made a motion to adjourn the regular meeting at 7:27 p.m. Secretary Angel Avalos, Jr. second the motion. Motion unanimously carried.