



**NORTH BERWYN PARK DISTRICT BOARD OF COMMISSIONERS
MONTHLY BOARD MEETING MINUTES: DECEMBER 2023**

**1619 Wesley Ave, Berwyn, Illinois
December 14, 2023, at 6:00 p.m.**

1. Call To Order:

- A. President Jim Kearns called the regular monthly meeting of the North Berwyn Park District Board of Commissioners to order at 6:00 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
 Jim Kearns, President
 John Kearns, Vice President
 Angel Avalos, Jr., Secretary
 Mark Sladek, Treasurer

Staff: Joe Vallez, Executive Director

- D. President Jim Kearns requested approval of the December 14, 2023 Agenda.

Vice President John Kearns made a motion to approve the December 14, 2023 Regular Board Meeting Agenda. Commissioner Kelly Diaz second the motion. Motion unanimously carried.

2. Approval of Minutes:

- A. President Jim Kearns requested approval of the minutes of the Regular Board Meeting of November 9, 2023.

Commissioner Kelly Diaz made a motion to approve the minutes of the Regular Board Meeting of November 9, 2023. Secretary Angel Avalos, Jr. 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 December Cash Disbursement report. President Jim Kearns requested approval of the Cash Disbursement report.

Vice President John Kearns made a motion to approve the December Cash Disbursement report. Commissioner Kelly Diaz second the motion. Motion unanimously carried.

- B. Treasurer Mark Sladek presented the December Finance Report. President Jim Kearns requested approval of the Finance Report.

Secretary Angel Avalos, Jr. made a motion to approve the Finance Report. Vice President John Kearns second the motion. Motion unanimously carried.

6. Staff Reports:

A. Executive Director Report:

1. NBPD 2.0:

a. Mackin Park:

Referendum Question: Discussed putting the referendum question in the November election ballot.

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: Lighting installation complete 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. Currently working with Tree Canopy.

LED Sign Installation: The NBPB is collaborating with the architect to finalize the design for the LED sign. Looking to install LED sign on Harlem Street side.

2. Master Plan: Community Survey

3. IT Upgrade is still an ongoing project.

4. Computer has been delivered to Secretary Angel Avalos, Jr. Commissioner Kelly Diaz still needs to decide which device she wants.

5. Executive Joe Vallez is working on restructuring chart of accounts. Executive Joe Vallez is scheduling meeting with U.S. Congressman Jesús "Chuy" García and Illinois State Representative Abdelnasser Rashid for funding.

6. Winter Holiday Events:

November 27th – December 9th: Letter from Santa., approximately 500 cards received.

December 1st – 3rd: Animal Shelter benefit event.

December 9th: Winter Wonderland/Visit with Santa, approximately 400 people participated.

December 12th: Senior Gala – 40 people participated.

December 14th: Holiday House Decorating Contest

December 15th: Santa's calling

Staff Holiday event: 35 people participated.

7. Tree Management Program:

a. Urban and Community Forest Grant is underway.

Tree Ordinance is a policy to preserve, protect and enhance critical infrastructure.

8. Planning to plant approximately eight trees around the Joseph C. Vallez Activity Center. Currently working with Tree Canopy.

9. Berwyn Theater Initiative: Collaboration Berwyn Park District, City of Berwyn, Berwyn Development Corporation and North Berwyn Park District. Looking to develop a theater at 3310 Grove Ave, Berwyn, IL 60402. Discussions are underway to have the North Berwyn Park District oversee the theater given our expertise running a theater in Berwyn.

10. State Department of Tourism Grant:

a. The Berwyn Development Corporation received a tourism grant. With the grant the Berwyn Development Corporation has purchased several trailers, chairs, tables and tents. Four trailers containing chairs, tables and tents will be donated to the North Berwyn Park District and Berwyn Park District. These trailers will be available for rental to the Berwyn residents.

b. The Berwyn Development Corporation received a tourism grant. With the grant the Berwyn Development Corporation is purchasing a mobile stage. In collaboration with the Berwyn Development Corporation, the North Berwyn Park District will oversee the mobile stage given our expertise.

12. The North Berwyn Park District has a homeless issue at Berwyn Gardens. We are continuing to monitor this issue.

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

B. WSSRA:

Commissioner Kelly Diaz attended the December WSSRA Board meeting on December 12, 2023. WSSRA is continuing to monitor the Park District of Forest Park building updates by attending the School District #91 of Forest Park's Board Meeting. The board negotiated Marianne's yearly income and bonus, which is not finalized. WSSRA got a new risk management system and is working great. The board also spoke about the new Illinois paid leave act.

7. Old Business:

A. Once the capital numbers are finalized, we will have a meeting with the commissioners to discuss the master plan.

8. New Business:

A. President Jim Kearns requested approval of the Levy Resolution.

Commissioner Kelly Diaz made a motion to approve the Levy Resolution on a conditional approval given there is no issues with the language used. Vice President John Kearns second the motion. Motion unanimously carried.

B. President Jim Kearns has proposed postponing the approval of the 2024 Board Meeting Dates, suggesting that it be addressed during the January regular board meeting.

Vice President John Kearns made a motion to table the approval of the 2024 Board Meeting Dates to the January regular board meeting. Commissioner Kelly Diaz second the motion. Motion unanimously carried.

C. President Jim Kearns requested approval of the Abatement Ordinance.

Secretary Angel Avalos, Jr. made a motion to approve the Abatement Ordinance. Treasurer Mark Sladek second the motion. Motion unanimously carried.

D. President Jim Kearns requested approval of the Referendum Question.

President Jim Kearns made a motion for Executive Director Joe Vallez to follow-up with attorney regarding the structure of the Referendum Questions. Vice President John Kearns second the motion. Motion unanimously carried.

9. Executive Session:

President Jim Kearns made motion to enter into Executive Session under 9(e.) Review of Specific Personnel (5ILCS210/2 (c) (1)) of the agenda at 7:24 p.m. Vice President John Kearns second the motion. Motion unanimously carried.

10. Re-Convene to Open Session:

President Jim Kearns requested approval to Re-Convene to Open Session.

Vice President John Kearns made motion to Re-Convene to Open Session at 10:37 p.m. Commissioner Kelly Diaz second the motion. Motion unanimously carried.

11. Possible Action, If Necessary:

There was no possible action.

12. Adjournment:

President Jim Kearns requested approval to adjourn the meeting.

Sectary Angel Avalos, Jr. made a motion to adjourn the regular meeting at 10:37 p.m. Commissioner Kelly Diaz s second the motion. Motion unanimously carried.