

MINUTES OF THE
BERKELEY PARK DISTRICT
REGULAR MEETING
ON WEDNESDAY, SEPTEMBER 1, 2021

The regular meeting of the commissioners of the Berkeley Park District was held on Wednesday, September 1, 2021 at Berkeley Park District's Lind Park building. The meeting was called to order at 7:33 p.m.

Roll call: Commissioners present: J. Traina, D. Ditchfield, K. Lowe, and T. Larem.

Commissioner Smith arrived at 7:37 p.m.

Others Present: S. Posey, Attorney -A. Schenone, Treasurer – P. Graham, Director – A. Hord, Secretary- Frank Parisi, Williams Architect

A motion was made to approve the minutes for the August 4, 2021 meeting by Commissioner Lowe and seconded by Commissioner Larem.

Commissioners voting "aye" were: J. Traina, D. Ditchfield, P. Smith, K. Lowe and T. Larem. Motion carried.

Treasurer's Report:

Receipts for the month of August were \$3,726.95

Payroll for August was \$220.00. A motion was made to approve the payroll for the September by Commissioner Ditchfield and seconded by Commissioner Lowe.

Commissioners and voting "aye" were: J. Traina, D. Ditchfield, P. Smith, K. Lowe and T. Larem. Motion carried.

Disbursements for the month of August were \$9,161.02. A motion was made to approve the Disbursements for August by Commissioner Lowe and seconded by Commissioner Ditchfield.

Commissioners voting "aye" were: J. Traina, D. Ditchfield, P. Smith, K. Lowe, and T. Larem Motion carried.

Council: No report. Pete inquired about the mask mandate and rentals. All persons will need to wear a mask unless eating. Pete will post signs and have hand sanitizer available, and will contact IParks regarding signage. Commissioner Ditchfield asked if there were any rentals for the Lind Park building, and Pete stated there were.

Correspondence:

1.) Advance Electric Co. checked out the low voltage tree lights at Berkeley Park and felt the lights were not worth repairing but would need to be replaced. Their quote was \$1200.00 for new LED lights.

2.) Bids for 60' x 5' concrete walk along McDermott Ave. connecting sidewalk to the Lind Park parking lot:

A.) T & T Concrete Construction – \$5500.00 plus permit

B.) Dependable Concrete – \$5650.00

C.) Robert E. Lee – estimate cost \$3800.00 (will give firm amount after job site is reviewed)

Report of Commissioners:

A.) No Report

B.) Commissioner Larem requested program enrollment from Pete. She made suggestions to open enrollment for programs earlier and suggested the Little Learners program be twice a week, possibly Tues/Thurs. for 3 hours each day. Commissioner Ditchfield asked if "drop off days" were still going to happen. Pete said yes, in December. Also, if she felt that the community wants programs for 0 to 5 ages groups such as play group, music classes, parent/child time. Summer camp was held, but there are no facilities to house the children at Berkeley Park if in climate weather takes place, and no lunch space as well. Having online registration and payment increase slightly to increase additional classes and to increase enrollment numbers. Art stated that online

payment needs commerce site. Pay Pal is the cheapest, and a card reader would be needed. He suggested to check with I Park for resources and website companies' others use. It was suggested to check on the membership to join Illinois Association of Park Districts.

C.) No Report -

D.) Commissioner Ditchfield reported the bushes along the fence by the Lind Park playground belong to the resident in the first home. The Park District can cut bushes that overhang onto park property, and can ask the homeowner permission to trim or ask them to trim them. An arborist walked Berkeley Park and stated that 4 ½ trees (1 ½ in fencing) need to be removed. Also 9 tree stumps need to ground out. Montoya Tree Service can do all work for \$4000.00. Commissioners told Pete to proceed with Montoya. The ball field at Berkeley Park will not have to be moved any longer, and will only need to remove the fence and bench along the west side of the diamond. Also, the village has three companies for the lights along the Prairie Path.

E.) No Report

Director's Report: No report

IT Report: No report.

Old/Unfinished Business:

- A.) Cell Towers- Attorney Posey is waiting for the copy of the surveyor ordnance and deed for Lot #36 to verify ownership of the land where the cell tower stands.
- B.) Frank Parisi from Williams Architects presented information on the Public Engagement for the Berkeley Park District. Commissioner Ditchfield will be the contact person whom Frank will report to. There will be a core leadership team consisting of 5 to 6 people (working as diverse a sound board) to support the Park District Board : Board members – Residents – Patrons of programs – Library Board – Village trustee – Senior Group. There will be 2 timelines. Survey for the needs of the community. The village has done CMap to see what the residents want in the community. A survey can be put on the Park District website. We need to identify a stakeholder group consisting of 20-25 people : library director, Village manager, Baseball Association, Park District Board member, Senior's member. A proposed timeline: site improvements – exercise stations, tennis courts, and blue court area, pavilion and washrooms. Holding an Open House after the holidays, interview focus groups , conceptual study in the spring.
- C.) Sidewalk along McDermott Ave. – To be tabled to next meeting
- D.) Online payments for programs – Pete will contact I Park and Illinois Association of Park Districts regarding joining. The next brochure will come out in December, so Google Doc, Paypal or sign up for Genius. To be tabled to next meeting.
- E.) Sign Policy – regarding Story Board in Berkeley Park. The Park District will request a copy of the plan of books or themes planned to display through December.
- F.) Grant Opportunities: a discussion took place regarding Oslad grants and will review the rules and window for application and will apply next year.

New Business:

- A.) Roles of Commissioners: a special meeting “ Commissioner Retreat” will take place on Saturday, October 2 at 3:00 p.m.
- B.) Board member Village Liaison: a commissioner is needed to be the Park Liaison to attend the Village meetings. To be discussed at the Commissioner Retreat.
- C.) Commissioner Retreat: discussed during A.
- D.) A motion was made by Commissioner Ditchfield and seconded by Commissioner Smith to approve Montoya Tree Service to remove 4 trees, 1 tree grown into a fence and grind 9 stumps at Berkeley Park for the total of \$4000.00. Commissioners and voting “aye” were: J. Traina, D. Ditchfield, P. Smith, K. Lowe and T. Larem. Motion carried.
- E.) VFW Future Events at Berkeley Park: the group would like to have another event at Berkeley Park on May 21 & 22, 2022. Commissioners agree. They will be holding a donation center for items collection for veterans at the Autumn Fest on October 16 & 17.

XI. Public Comment: none

XII. Next meeting: Commissioner's Retreat - Saturday, October 2, 2021 at 3:00 p.m.

Regular Meeting – Wednesday, October 6, 2021 at 7:30 p.m.

Ad-hoc Meeting – Thursday, October 14, 2021 at 6:30 p.m. at Berkeley Village Hall

XIII. Adjournment:

A motion was made by Commissioner Ditchfield and seconded by Commissioner Lowe to adjourn the meeting at 9:40 p.m.

Commissioners voting "aye" were: J. Traina, D. Ditchfield, P. Smith, K. Lowe, and T. Larem Motion carried.

Ann Hord
Secretary