

Berwyn Park District  
Monthly Committee Meeting  
Freedom Park Administration Building  
3701 S. Scoville Ave. Berwyn, IL  
September 3, 2024, at 4:30 p.m.  
Agenda

- I. Call to Order – Roll Call of Commissioners (action)
- II. Adoption of Agenda (action)
- III. Public Comments
- IV. Correspondence
- V. Financial Report
  - a. Account Payables
  - b. BINA Hearing
  - c. Draft Budget Presentation
- VI. Policy and Personnel
  - a. Board Policy Manual
- VII. Recreation
- VIII. Parks and Facilities
- IX. Technology
- X. Other Business
- XI. Master Plan
- XII. Government Efficiency Committee
- XIII. Commissioners Comments
- XIV. Executive Session
  - a. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees.
  - b. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.
  - c. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06
  - d. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
- XV. Adjournment (action)

The next regular scheduled meeting of the Board of Commissioners is September 17, 2024, at 6:00pm at Proksa Park Activity Center.

The next Committee meeting of the Board of Commissioners is October 1, 2024, at 4:30pm at Freedom Park Administration Building.

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact Director Fallon at 708-788-1701, at least 48 hours prior to the meeting.



**BOARD OF COMMISSIONERS**

Brian Brock, President  
Zachary Taylor, Treasurer  
Gretchen Kostelny, Commissioner

Ana Espinoza, Vice President  
Mario Manfredini, Secretary

**DATE:** 09/3/2024  
**TO:** The Board of Commissioners  
**FROM:** Cathy Fallon  
**RE:** Finance Report

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- Included is the BINA Hearing posting for the newspaper.

BINA Notice Form

The President and Board of Park Commissioners of the Berwyn Park District, Cook County, Illinois, will hold a public hearing on September 17, 2024, at 6:00 p.m. The hearing will be held at the Proksa Park Activity Center, located at 3001 Wisconsin Avenue, in Berwyn, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell limited tax park bonds in an amount not to exceed \$3,100,000 for the purpose of the building, maintaining, improving and protecting of the existing land and facilities of said Park District and for the payment of the expenses incident thereto.

By: /s/ Mario Manfredini

Title: Secretary

**President's Approval and Order Setting Public Hearing:**

The undersigned, President of the above Municipality hereby approves and orders the setting of the above Bond Issue Notification Act hearing.

Date: August \_\_, 2024

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President, Board of Park Commissioners

**DATE:** 09/03/2024  
**TO:** The Board of Commissioners  
**FROM:** Cathy Fallon  
**RE:** Policy and Personnel

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- **Board Policy Manual:** The draft manual has been included for review by the Board. There are policies that the Board has approved in the last year that will be added to the final draft.

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**DATE:** 9/03/2024  
**TO:** The Board of Commissioners  
**FROM:** Recreation Department  
**RE:** Recreation

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**Athletics:**

- Youth soccer has officially started, we have 200 kids enrolled.
- We have 16 kids signed up for Adult Tot Soccer.
- We have 76 kids signed up for Youth Baseball.

**General Recreation:**

- We have 4 signed up for our First Step Twos class.
- We have 4 kids enrolled in fall Tinkergarten.
- 5 kids are enrolled in our October Let's Make Art Class.
- We have 8 people signed up for our 2-night Frankenmuth trip.

**Marketing:**

- Facebook (last 30 days):
  - Reach is up 0.9%
  - Contact Interaction up 76.7%
  - Link Clicks up 32.5%
- Instagram (last 30 days):
  - Reach is up 128.5%
  - Content Interactions are up 31.1%
  - Link Clicks are up 100%
- Staff shirts and VIP shirts for BrewFest have been created. See attached.

**Special Events:**

- We have 34 registered for our fall garage sale.
- We have 5 signed up for our October Puzzle Palooza
- We've sold 127 tickets for BrewFest.
  - We have 7 beers vendors confirmed.

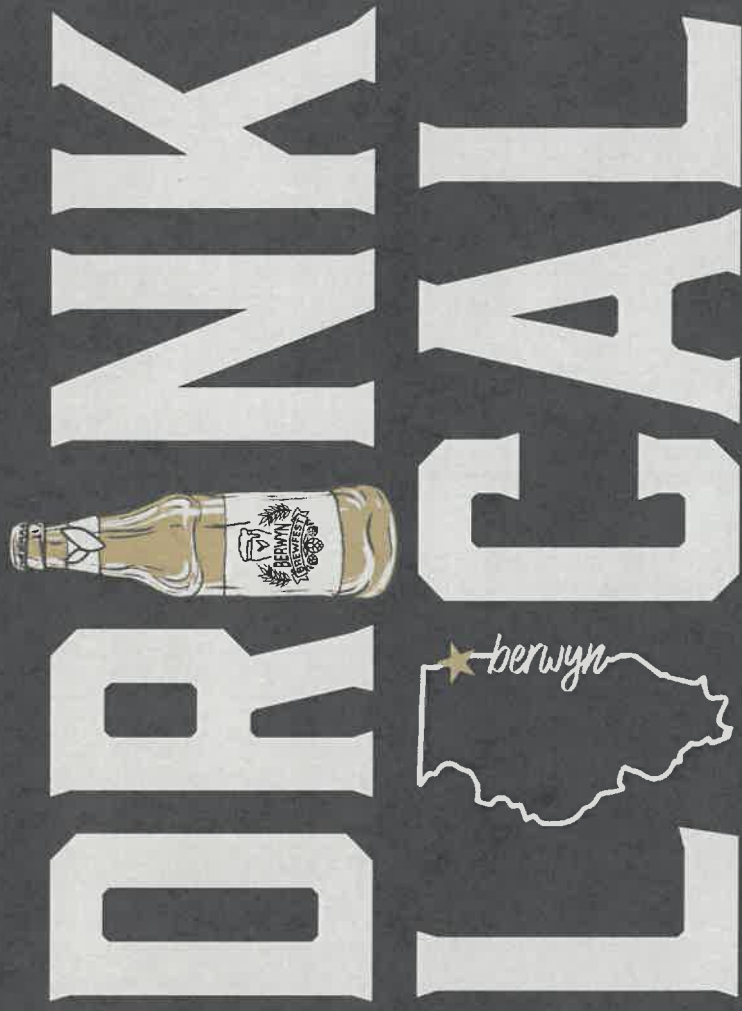
# STAFF SHIRTS

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FRONT POCKET



FULL BACK



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10TH ANNUAL BERWYN BREWFEST



# VIP SHIRTS

FRONT POCKET



FULL BACK







**DATE:** 9/3/2024  
**TO:** The Board of Commissioners  
**FROM:** John Roberts, Superintendent of Parks and Facilities  
**RE:** Department Report

Routine Maintenance

- Trash removal and collection of debris from all parks.
- Clean all facilities.
- Graffiti removal.
- Monthly inspections of vehicles, parks and facilities.
- Grass cutting (Wednesday & Thursday) weather permitting.
- Baseball field set up on Monday, Tuesday, Wednesday, Thursday, Saturday, and Sunday.
- Watering of newly planted trees, flower beds, and planters.

Completed Projects

Project	Status	Completed Date
Proksa Park	Tree/bush trimming	August 16, 2024
Proksa Park	Outdoor electrical outlet in children's garden.	August 2, 2024

Upcoming Projects

Project	Status	Anticipated Completed Date
Pond at Proksa Park	Reaching out to pond companies to come and evaluate the situation.	Unknown
Serenity Drinking Fountain	Getting more quotes	To be decided
Proksa Fence	Continuing the removal of the fence at 29 <sup>th</sup> and Home Ave. Grade, seed, and removal of junipers.	To be decided
Urban Tree Management	Updating Tree Catalog.	Ongoing as trees are added and removed
Proksa Park	Tree/bush trimming (Brewfest location)	September 11, 2024

**DATE:** 9/3/2024  
**TO:** The Board of Commissioners  
**FROM:** Cathy Fallon, Executive Director  
**RE:** Master Plan

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- Hitchcock Design is updating the Master Plan to reflect the changes discussed at the presentation.
- Included is the posting for the Community Input for the OSLAD grant for Proksa Park.

**PUBLIC INVITATION - COMMUNITY OPEN HOUSE  
BERWYN PARK DISTRICT PROKSA PARK  
SEPTEMBER 9, 2024 AT 6:00PM  
3001 Wisconsin Ave. Berwyn, IL 60402**

BERWYN PARK DISTRICT is preparing an Open Space Land Acquisition and Development (OSLAD) grant application through Illinois Department of Natural Resources (IDNR) to assist in providing park improvements at PROKSA PARK. Your input in this project is important to us. We want to hear from you! The purpose of this open house is to allow residents and park users the opportunity to provide feedback that will help the BERWYN PARK DISTRICT design and improve a more useful park space. Planned amenities include renovation of the existing playground, disc golf course, and walking paths with the addition of a picnic shelter and game tables. If you are unable to attend the Open House please contact CATHY FALLON, Executive Director, to provide comments on the plan, 708-788-1701 OR [cfallon@berwynparks.org](mailto:cfallon@berwynparks.org).