

Berwyn Park District
Monthly Committee Meeting
Freedom Park Administration Building
3701 S. Scoville Ave. Berwyn, IL
August 4, 2026, 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. Approval of the OSLAD Resolution (action)
- VI. Financial Report
 - a. Account Payables (action)
- VII. Pathway Change Order (action)
- VIII. Oak Park & 34th Street
- IX. Policy and Personnel
- X. Recreation
- XI. Parks and Facilities
- XII. Other Business
 - a. Proksa Redevelopment
 - b. Proksa Pond Updates
 - c. Future Goals
 - d. City of Berwyn Pool Committee
 - e. Commissioner's Suggestions
- XIII. Commissioner 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. Approval of Items from Executive Session (action)
- XVI. Adjournment (action)

The next regular scheduled meeting of the Board of Commissioners is August 18, 2026, at 6:00pm at Proksa Park Activity Center.

The next Committee meeting of the Board of Commissioners is September 1, 2026, 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

Gretchen Kostelny, President
Zachary Taylor, Treasurer
Janel King, Commissioner

Ana Espinoza, Vice President
Claire Clark, Secretary



The **IAPD Governance & Leadership**

Forum

The Illinois Association of Park Districts is very excited to launch the 2026 IAPD Governance & Leadership Forum. This educational offering provides an opportunity to collaborate, network, share ideas, challenges, successes, failures and meet new people who share the same vision and dedication to parks and recreation! The guided facilitated round table setting provides a relaxed environment to learn. Topics of discussion to be addressed are:

- Boardmanship/What is Your Role
- Legal Responsibilities
- Ethics
- Conflict Resolution
- How to Run an Efficient Board Meeting

Attend this forum for engaging dialogue, listen and learn practical ideas and attain tools you can bring back to your board, and hear different perspectives on hot issues and trends that affect the governance of your agency.

Time: 6:00 p.m. – 8:30 p.m.

Dates and Locations:

Tuesday, June 23

Plainfield Park District

Monday, July 27

Normal Parks & Recreation Department

Tuesday, August 11

South Barrington Park District

Thursday, September 17

Wilmette Park District

**Member price:
\$99**

**Non-member price:
\$250**

**Fee includes light refreshments
and box dinner**



OSLAD Grant Program Resolution of Authorization

Form OS/DOC-3

Applicant (Sponsor) Legal Name: Berwyn Park District

Project Title: Freedom Park

The Berwyn Park District (Sponsor) hereby certifies and acknowledges that it has the sufficient funds necessary (includes cash and value of donated land) to complete the pending OSLAD project within the timeframes specified herein for project execution, and that failure to adhere to the specified project timeframe or failure to proceed with the project because of insufficient funds or change in local recreation priorities is sufficient cause for project grant termination which will also result in the ineligibility of the local project sponsor for subsequent Illinois IDNR outdoor recreation grant assistance consideration in the next two (2) consecutive grant cycles following project termination.

Acquisition and Development Projects

It is understood that the project must be completed within the timeframe established. The OSLAD timeframe is two years as is specified in the project agreement. The Billing Certification Statement must be submitted within 45 days of the grant expiration date and the last reimbursement request must be submitted within one year of the grant expiration date. Failure to do so will result in the Project Sponsor forfeiting all project reimbursements and relieves IDNR from further payment obligations on the grant.

The Berwyn Park District (Sponsor) further acknowledges and certifies that it will comply with all terms, conditions and regulations of 1) the Open Space Lands Acquisition and Development (OSLAD) program (17 IL Adm. Code 3025); 2) the Illinois Grant Funds Recovery Act (30 ILCS 705); 3) the federal Uniform Relocation Assistance & Real Property Acquisition Policies Act of 1970 (P.L. 91-646) and/or the Illinois Displaced Persons Relocation Act (310 ILCS 40 et. seq.), as applicable; 4) the Illinois Human Rights Act (775 ILCS 5/1-101 et.seq.); 5) Title VI of the Civil Rights Act of 1964, (P.L. 83-352); 6) the Age Discrimination Act of 1975 (P.L. 94-135); 7) the Civil Rights Restoration Act of 1988, (P.L. 100-259); and 8) the Americans with Disabilities Act of 1990 (PL 101-336); and will maintain the project area in an attractive and safe condition, keep the facilities open to the general public during reasonable hours consistent with the type of facility, cease any farming operations, and obtain from the Illinois DNR written approval for any change or conversion of approved outdoor recreation use of the project site prior to initiating such change or conversion; and for property **acquired** with OSLAD assistance, agree to place a covenant restriction on the project property deed at the time of recording that stipulates the property must be used, in perpetuity, for public outdoor recreation purposes in accordance with the OSLAD programs and cannot be sold or exchanged, in whole or part, to another party without approval from the Illinois DNR, and that development at the site will commence within 3 years.

BE IT FURTHER PROVIDED that the Berwyn Park District (Sponsor) certifies to the best of its knowledge that the information provided within the attached application is true and correct.

This Resolution of Authorization has been duly discussed and adopted by the Berwyn Park District (Sponsor) on the _____ day of _____ (month), _____ (year)

Name (printed / typed)

Attested by: _____

Signature

Date: _____

Title

DATE: 8/4/2026
TO: The Board of Commissioners
FROM: Cindy Hayes
Superintendent of Finance and HR
RE: Accounts Payable Report

FINANCE

August 2026 Payables:

Check numbers: 26373- 26384 (detail listing following this page)

Total: \$ 44,871.56

I motion to approve the August 2026 payables in the amount of \$ 44,871.56

DATE: 07/30/26
TIME: 12:06:33
ID: AP460000

BERWYN PARK DISTRICT
CHECK RECONCILIATION REPORT

DATED FROM 07/22/2026 TO 08/04/2026
ALL CHECK STATUSES

CHECK #	VENDOR	NAME	STATUS	ISSUE DATE	STATUS DATE	CHECK AMT
26373	C.BERWYN	City of Berwyn	OUT	08/04/26	07/30/26	1,388.06
26374	CDS	CDS Office Technologies	OUT	08/04/26	07/30/26	5,277.30
26375	CFYouth	Chicago Fire Youth Camps, LLC	OUT	08/04/26	07/30/26	1,263.36
26376	COMCAST2	COMCAST BUSINESS	OUT	08/04/26	07/30/26	241.60
26377	COMED	Com. Ed.	OUT	08/04/26	07/30/26	3,259.53
26378	FSS	FSS Technologies LLC	OUT	08/04/26	07/30/26	314.82
26379	H&H	H&H Electric Co.	OUT	08/04/26	07/30/26	2,091.86
26380	JCLICHT	JC Licht Ace	OUT	08/04/26	07/30/26	21.99
26381	LAWNDALE	LAWNDALE NEWS	OUT	08/04/26	07/30/26	108.00
26382	PDRMA	Park District Risk Management	OUT	08/04/26	07/30/26	24,076.13
26383	PROWASTE	Pro Waste Disposal Inc.	OUT	08/04/26	07/30/26	885.00
26384	RVi	RVi Planning and	OUT	08/04/26	07/30/26	5,943.91
TOTAL---ALL CHECKS						44,871.56

FROM 07/22/2026 TO 08/04/2026

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
C.BERWYN	City of Berwyn								
	2026-00000024-Gas			07/20/26		26373	08/04/26	1,388.06	1,388.06
	01 June 2026 Fuel		10020055765						1,388.06
							VENDOR TOTAL:		1,388.06
CDS	CDS Office Technologies								
	INV1791816			07/20/26		26374	08/04/26	5,277.30	2,533.30
	01 It Serv.		10010051585						1,266.65
	02 IT Serv.		50010051585						1,266.65
	INV1792807			07/27/26		26374	08/04/26	5,277.30	2,491.00
	01 Lenovo		50010055750						2,491.00
	INV1794189			07/30/26		26374	08/04/26	5,277.30	253.00
	01 Warranty-Extended		50010052610						253.00
							VENDOR TOTAL:		5,277.30
CFYouth	Chicago Fire Youth Camps, LLC								
	2011			07/22/26		26375	08/04/26	1,263.36	1,263.36
	01 Invoice for Chicago Fire		52090055440						1,263.36
	02 Youth Summer Camp July Session	** COMMENT **							0.00
							VENDOR TOTAL:		1,263.36
COMCAST2	COMCAST BUSINESS								
	8/26 FP			07/21/26		26376	08/04/26	241.60	241.60
	01 Freedom Park		10010052641						241.60
							VENDOR TOTAL:		241.60
COMED	Com. Ed.								
	July 26 Hessler			07/30/26		26377	08/04/26	3,259.53	57.26
	01 Elec. Hessler		50020052638						57.26
	July 26-LCC			07/28/26		26377	08/04/26	3,259.53	382.45
	01 Elec LCC		50020052638						382.45
	July 26-LCC green			07/28/26		26377	08/04/26	3,259.53	44.35
	01 Elec. LCC green		50020052638						44.35
	July 26-PP			07/30/26		26377	08/04/26	3,259.53	2,088.01
	01 Elec. Proksa		50020052638						2,088.01

FROM 07/22/2026 TO 08/04/2026

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	July 26-SP			07/28/26		26377	08/04/26	3,259.53	687.46
	01 Elec. Sunshine		10020052638						687.46
							VENDOR TOTAL:		3,259.53
FSS	FSS Technologies LLC								
	I-102324			07/20/26		26378	08/04/26	314.82	314.82
	01 Acess Control		10020053665						314.82
							VENDOR TOTAL:		314.82
H&H	H&H Electric Co.								
	49262			07/16/26		26379	08/04/26	2,091.86	2,091.86
	01 Proksa Park		10020053667						2,091.86
							VENDOR TOTAL:		2,091.86
JCLICHT	JC Licht Ace								
	45181			07/29/26		26380	08/04/26	21.99	21.99
	01 P-Trap for Freedom Park		10020053668						21.99
	02 Preschool Washroom		** COMMENT **						0.00
							VENDOR TOTAL:		21.99
LAWNDALE	LAWNDALE NEWS								
	837305			07/23/26		26381	08/04/26	108.00	108.00
	01 Oslad Freedom Legal Notice		10010052611						108.00
							VENDOR TOTAL:		108.00
PDRMA	Park District Risk Management								
	0726066H			07/28/26		26382	08/04/26	24,076.13	24,076.13
	01 Montlhy Member Contribution		10010050510						12,038.65
	02 Monthly Member Contribution		50010050510						12,037.48
							VENDOR TOTAL:		24,076.13
PROWASTE	Pro Waste Disposal Inc.								
	I18219			07/16/26		26383	08/04/26	885.00	535.00
	01 Damage to Freedom Unit		25000052615						535.00
	I18441			07/20/26		26383	08/04/26	885.00	175.00
	01 Porta Potty Sunshine		25000052615						175.00
	I18495			07/22/26		26383	08/04/26	885.00	175.00
	01 Porta Potty Smirz		25000052615						175.00

FROM 07/22/2026 TO 08/04/2026

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT

								VENDOR TOTAL:	885.00
RVi	RVi Planning and								
	0062600490			07/20/26		26384	08/04/26	5,943.91	5,943.91
	01 Project Oslad		41000056832						5,943.91
								VENDOR TOTAL:	5,943.91
								TOTAL --- ALL INVOICES:	44,871.56

DATE: 8/4/2026
TO: The Board of Commissioners
FROM: Cathy Fallon, Executive Director
RE: Change Order

Change Order: As discussed at the July Board Meeting, there were some concerns with the base under the pathway. There are some spots throughout the pathway that are an inch or less while some places are 9 inches. We have a second geotechnical report that identify 3 areas that failed the proof roll. The team is working to find a solution to the pathways that will include a change order for the 8/4/26 meeting.

DATE: July 29, 2026
TO: The Board of Commissioners
FROM: Mary Swade, Superintendent of Recreation
RE: Recreation

Athletics:

- We have 10 enrolled in the Little Ninjas.
- We have 5 enrolled in the Next Gen Hoopers.
- We have 21 enrolled in T-Ball.
- We have 56 enrolled in the Fall Soccer League.

General Recreation:

- We have 12 enrolled in First Step Mornings. This class is full
- We have 8 enrolled in First Step Afternoons.

Marketing:

- Please see attached

Active Adults:

- We have 4 enrolled in the Let's Eat Out-Greek Islands.
- We have 6 enrolled in the Let's Eat Out-PoorPhil's.
- We have 13 enrolled in the Antiques Road Trip and Lunch.

Special Events:

- The August Concert in the Park will take place on 8/5 at Freedom Park.
- The Back to School Picnic will take place on Sunday 8/16 at Freedom Park.
- Brewfest will take place on Saturday 10/3.
 - There are 29 tickets sold.
 - There are 7 confirmed breweries coming to the event.

Marketing Report

July 2026

Insights over 28-day period

Views

Visits/Reach

Interactions

Follows

Facebook

101.0K

2.7K

581

72

Instagram

47.5K

1.8K

412

37

Top Posts

Facebook

OVERVIEW

Views

17.2K

Interactions

66

Link Clicks

109

Other Marketing Benchmarks

Berwyn Park District
Published by Brittany Marie
July 16 at 9:28 PM

We're growing our team!

Looking for a fun, flexible job where you can make a difference in your community? The Berwyn Park District is hiring for several positions, and we'd love to have you join us!

Current openings:

- Parks Seasonal Staff
- Athletic Instructor
- Soccer Referee
- Baseball Umpire
- Early Childhood Instructor
- Early Childhood Lead Teacher

Whether you enjoy working outdoors, coaching young athletes, or helping children learn and grow, there's a place for you on our team.

Apply today and be part of creating memorable experiences for the Berwyn community!

Visit our website to learn more and apply.
<https://www.berwynparks.org/job-opportunities>

WE'RE EXPANDING OUR TEAM!
JOB OPPORTUNITIES

Instagram

OVERVIEW

Views

1.2K

Reach

530

Interactions

21

berwynparks

berwynparks Prossa Park is continuing to take shade

As part of the ongoing improvements, construction crews are working on several walking paths throughout the center and north areas of the park. While this work is underway, we ask that everyone please be mindful of construction areas, equipment, and fenced-off work zones. For your safety, please stay out of a designated construction areas.

Attending tonight's Concert in the Park? You can access the concert by using the walkway next to the Prossa Park Activity Center from Wisconsin Avenue.

We appreciate your patience and cooperation as we work to make Prossa Park even better for everyone. Thank you for helping us keep both our kids and construction crews safe!

Calameo (Digital Guide)

Views

1.3K

Page Views

31.6K

Avg Reading Time

2:23

Downloads

2

Link Clicks

134

Google Analytics (berwynparks.org)

Active Users

3K

Event Count

24K

New Users

2.8k

Average Engagement Time (per User Session)

41s

DATE: 8/4/2026
TO: The Board of Commissioners
FROM: John Roberts Superintendent of Parks and Facilities
RE: Department Report

Completed Projects

Project	Status	Completed Date
Proksa Park	Diblic Garden (restoration)	July 7, 2026
Proksa Park	Disc Golf Tee Boxes (restoration)	July 16, 2026
Proksa Park	Backfill/grade/seed pond	July 24, 2026
Proksa Park	Butterfly Garden (restoration)	July 31, 2026

Upcoming Projects

Project	Status	Anticipated Completed Date
Freedom Park	Tree Removal	August 7, 2026
Freedom Park	Back 2 School (preparation)	August 14, 2026
Proksa Park	Tree Removal	August 21, 2026
Proksa Park	Remove rocks and raised bed (southeast corner)	August 28, 2026

Routine Maintenance,

- Trash removal and collection of loose debris from all parks.
- Clean all facilities.
- Graffiti removal as needed.
- Monthly inspections of vehicles, parks, and facilities.
- Water trees, and beds as needed.
- Drag and screen baseball fields (Monday- Sunday)
- Pond maintenance

DATE: 8/4/2026
TO: The Board of Commissioners
FROM: Cathy Fallon, Executive Director
RE: Other Business

- **Proksa Redevelopment:** Attached is the updated financial information inclusive of the updated dollar amounts.
 - The pathways around the rear of the Proksa building have been framed and are scheduled to have concrete poured 7/31/26.
 - We will be donating the play equipment to Kids Around the World. The equipment will be removed by Kids Around the World on 8/20 & 8/21.
- **Proksa Pond Updates:**
 - The pond continues to operate as expected. The next year will be a learning experience. Aquascape continues to be a resource to staff.
- **26/27 Goals**
 - Quarterly Master Plan Check in
 - Creation of the Foundation
 - Quarterly Land Acquisition discussion
 - Park Redevelopments

2026 Capital Expenditures			Capital Actual	Capital Approved Projects
			Balance	
			\$ 2,971,857.00	\$ 2,177,076.61
Projects:	Vendor	Expense		
Proksa Park Redevelopment*				
Professional Services	RVI (LA Prof Services)	\$ 137,315.12	\$ (137,315.12)	\$ (60,457.32)
	Vanderstappen			
	Topographical Survey	\$ 15,380.00	\$ (15,380.00)	
	Novotny Engineering	\$ 496.00	\$ (496.00)	
	Soil & Material			
	Consultants			
	Geotechnical	\$ 8,985.00	\$ (8,985.00)	
	H & H Electric Utility			
	Locate	\$ 2,091.86	\$ (2,091.86)	
Construction Services	OSLAD Grant			\$ (600,000.00)
	Play Illinois LLC			
Equipment	(Sourcewell)	\$ 181,257.00	\$ (181,257.00)	\$ (42,680.60)
	Poligon Shelter	\$ 21,062.40	\$ (21,062.40)	
Proksa Regional Trails Grant**	Grant Award Fee	\$ 2,000.00	\$ (2,000.00)	\$ (50,000.00)
Proksa Pond Repairs				
	Aquascape	\$ 124,467.90	\$ (124,467.90)	
		\$ 82,978.60	\$ (82,978.60)	
		\$ 124,467.90	\$ (124,467.90)	
		\$ 82,978.61	\$ (82,978.61)	
Miscellaneous Repair/Improvements				
	Diamond Lighting and			
	Maintenance	\$ 11,300.00	\$ (11,300.00)	
Freedom OSLAD				\$ (600,000.00)
Capital Ending Balance			\$ 2,177,076.61	\$ 823,938.69