

Berwyn Park District
Monthly Committee Meeting
Freedom Park Administration Building
3701 S. Scoville Ave. Berwyn, IL
August 5, 2025, 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 (action)
 - b. County Tax Updates
 - c. Banking Updates
- VI. Policy and Personnel
- VII. Recreation
- VIII. Parks and Facilities
- IX. Other Business
 - a. Proksa Redevelopment
 - b. Proksa Pond Updates
 - c. Freedom OSLAD
 - d. Board of Commissioners Retreat
 - e. Board Manual Q&A
- X. Commissioner Comments
- XI. 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.
- XII. Adjournment (action)

The next regular scheduled meeting of the Board of Commissioners is August 19, 2025, at 6:00pm at Proksa Park Activity Center.

The next Committee meeting of the Board of Commissioners is September 2, 2025, 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

DATE: 8/5/2025
TO: The Board of Commissioners
FROM: Cindy Hayes, Superintendent of Finance and HR
RE: Financial Report

- A First Half of August 2025 Payables (Action Roll Call)
 - Check Reconciliation Report and
 - Paid Invoice Listing Report included
- B Tax Update
- C Banking

DATE: 8/5/2025
TO: The Board of Commissioners
FROM: Cindy Hayes
Superintendent of Finance and HR
RE: Accounts Payable Report

FINANCE

First Half of August 2025 Payables:

Check numbers: 25860 -25884 (detail listing following this page)

Total: \$ 67,489.63

I motion to approve the August 2025 payables in the amount of \$ 67,489.63

PAGE: 1

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
BEACON	BEACON ATHLETICS								
	0612459-IN			07/18/25		25860	07/31/25	989.40	989.40
	01	Line Chalk-48 bags Askid 50LB.	10020053661						989.40
	VENDOR TOTAL:								989.40
Brady	BradyIFS								
	10411980			07/30/25		25861	07/31/25	1,216.52	1,216.52
	01	Block KL Liner	10020055762						558.20
	02	SCA kitchen roll towel	10020055762						658.32
	VENDOR TOTAL:								1,216.52
C.BERWYN	City of Berwyn								
	2025-00000024-GAS			07/25/25		25862	07/31/25	667.91	667.91
	01	Unleaded and Diesel	10020055765						667.91
	VENDOR TOTAL:								667.91
CDS	CDS Office Technologies								
	INV1707584			07/18/25		25863	07/31/25	2,476.76	2,476.76
	01	It Serv.	10010051585						1,238.38
	02	It Serv.	50010051585						1,238.38
	VENDOR TOTAL:								2,476.76
COMCAST2	COMCAST BUSINESS								
	Aug 25-FP			07/21/25		25864	07/31/25	232.42	232.42
	01	Phone & Internet	10010052641						232.42
	VENDOR TOTAL:								232.42
COMED	Com. Ed.								
	July 25- FP			07/30/25		25865	07/31/25	4,773.59	561.45
	01	Elec Freedom	10020052638						561.45
	July 25- PP			07/31/25		25865	07/31/25	4,773.59	2,285.53
	01	Elec. Proksa	50020052638						2,285.53
	July 25- Smirz			07/30/25		25865	07/31/25	4,773.59	84.41
	01	Smirz Electric	50020052638						84.41
	July 25-Hessler			07/31/25		25865	07/31/25	4,773.59	0.69
	01	Elec Hessler	50020052638						0.69

DATE: 07/31/2025
TIME: 13:56:36
ID: AP450000

BERWYN PARK DISTRICT
PAID INVOICE LISTING

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FROM 07/16/2025 TO 07/31/2025

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	July 25-LCC								
	01	Electric LLC	50020052638	07/30/25		25865	07/31/25	4,773.59	662.19 662.19
	July 25-SP								
	01	Elec Sunshine	10020052638	07/31/25		25865	07/31/25	4,773.59	552.62 552.62
	July-LCC green								
	01	Utilities Elec.	50020052638	07/30/25		25865	07/31/25	4,773.59	31.29 31.29
	June 25-LCC								
	01	Electric LCC	50020052638	07/30/25		25865	07/31/25	4,773.59	595.41 595.41
Commeg	Commeg Systems, Inc.							VENDOR TOTAL:	4,773.59
	25071412								
	01	Employee per month	10010052610	07/15/25		25866	07/31/25	178.00	178.00 148.00 30.00
	02	Manager per Montgh	50010052610						
								VENDOR TOTAL:	178.00
CTS	County Tree Service								
	105906								
	01	Tree Trimming	41000056832	07/28/25		25867	07/31/25	23,050.00	23,050.00 23,050.00
								VENDOR TOTAL:	23,050.00
DEECE	Deece Auto								
	58906								
	01	oil change	10020053650	07/14/25		25868	07/31/25	725.00	235.00 235.00
	59100								
	01	A/C and oil change	10020053650	07/14/25		25868	07/31/25	725.00	490.00 490.00
								VENDOR TOTAL:	725.00
FSS	FSS Technologies LLC								
	I-67429								
	01	Access control	10020053665	07/17/25		25869	07/31/25	314.82	314.82 314.82
								VENDOR TOTAL:	314.82
GARAG	Illinois Garage Door Repair								
	TXIXNQ								
	01	Commercial Repair	10020053665	07/16/25		25870	07/31/25	2,491.00	2,491.00 2,491.00

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BERWYN PARK DISTRICT
PAID INVOICE LISTING

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FROM 07/16/2025 TO 07/31/2025

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
<hr/>									
JACKS	JACK'S, INC							VENDOR TOTAL:	2,491.00
	94270	01 Equipment Rental	10020052620	07/21/25		25871	07/31/25	280.80	81.00 81.00
	94282	01 Equipment Rental	10020052620	07/21/25		25871	07/31/25	280.80	108.00 108.00
	94339	01 Rental-Plumbing-Ridgid Pro 02 Press	10020052620 ** COMMENT **	07/28/25		25871	07/31/25	280.80	91.80 91.80 0.00
								VENDOR TOTAL:	280.80
Jasmin	Jasmine & Fig, LLC								
	1015	01 Early Childhood Instructor	51160052415	07/23/25		25872	07/31/25	1,092.00	1,092.00 1,092.00
								VENDOR TOTAL:	1,092.00
KONICA	KONICA MINOLTA								
	47441578	01 Copier Lease	50010052617	07/21/25		25873	07/31/25	152.28	152.28 152.28
								VENDOR TOTAL:	152.28
LUDY	Ludy Gerardi								
	Back to School Face Painters			07/23/25		25874	07/31/25	200.00	200.00 200.00
	01 Face Painters (2) for Back to	50100055796							
								VENDOR TOTAL:	200.00
Moran	F.E. Moran, Inc.								
	5074038-1	01 HVAC	10020052624	07/16/25		25875	07/31/25	4,290.16	1,230.00 1,230.00
	5074092-1	01 AC Unit Freedom	10020053666	07/22/25		25875	07/31/25	4,290.16	931.00 931.00
	5074231-1	01 HVAC Freedom	10020053666	07/28/25		25875	07/31/25	4,290.16	2,129.16 2,129.16
								VENDOR TOTAL:	4,290.16

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BERWYN PARK DISTRICT
PAID INVOICE LISTING

PAGE: 4

FROM 07/16/2025 TO 07/31/2025

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
NG	Next Generation								
	213343	01 Staff Shirts	10020055785	07/15/25		25876	07/31/25	1,043.85	1,043.85 1,043.85
								VENDOR TOTAL:	1,043.85
NICOR	Nicor Gas								
	July - LCC Gen	01 LCC generator	50020052637	07/16/25		25877	07/31/25	630.67	156.87 156.87
	July 25-FP	01 Natural gas Freedom	10020052637	07/14/25		25877	07/31/25	630.67	151.69 151.69
	July 25-PP	01 Natural gas Proksa	50020052637	07/14/25		25877	07/31/25	630.67	54.28 54.28
	July 25-SP	01 Natural gas Sunshine	10020052637	07/14/25		25877	07/31/25	630.67	62.01 62.01
	July-LCC	01 Natural Gas LCC	50020052637	07/16/25		25877	07/31/25	630.67	205.82 205.82
								VENDOR TOTAL:	630.67
OFFICE D	ODP BUSINESS SOLUTIONS, LLC								
	430593767001	01 Copy Paper	10010055790	07/21/25		25878	07/31/25	79.98	79.98 79.98
								VENDOR TOTAL:	79.98
PDRMA	Park District Risk Management								
	0725066H	01 Monthly Member Contribution	10010050510	07/28/25		25879	07/31/25	17,964.92	17,964.92 8,982.46
		02 Monthly Member Contribution	50010050510						8,982.46
								VENDOR TOTAL:	17,964.92
PROWASTE	Pro Waste Disposal Inc.								
	I13439-PP	01 Porta Potty -PP	25000052615	07/28/25		25880	07/31/25	1,580.00	775.00 775.00
	I13440-FP	01 Porta Potty Freedom Park	25000052615	07/28/25		25880	07/31/25	1,580.00	395.00 395.00
	I13441-SP	01 Porta Potty-SP	25000052615	07/28/25		25880	07/31/25	1,580.00	205.00 205.00

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	I13442-Smirz			07/28/25		25880	07/31/25	1,580.00	205.00
	01	Porta Potty Smirz	25000052615						205.00
							VENDOR TOTAL:		1,580.00
Record	Record-A-Hit Entertainment								
	43904985-Final Payment			07/23/25		25881	07/31/25	675.00	675.00
	01	Final Payment for	50100055485						675.00
	02	obstacle/slide & airbrush	** COMMENT **						0.00
	03	tattoos for Back to School	** COMMENT **						0.00
							VENDOR TOTAL:		675.00
TakeOff	Eli Quintana								
	A2011-500			07/23/25		25882	07/31/25	1,075.20	504.00
	01	Baseball Fundamentals	52090055440						504.00
	A-2029-504			07/23/25		25882	07/31/25	1,075.20	168.00
	01	Future Hoop Stars	52090055440						168.00
	A2029-505			07/23/25		25882	07/31/25	1,075.20	403.20
	01	Future Hoop Stars	52090055440						403.20
							VENDOR TOTAL:		1,075.20
TMobile	T-Mobile								
	July 25			07/31/25		25883	07/31/25	306.22	306.22
	01	Cell phones	10020052644						153.11
	02	Cell phones	50010052644						153.11
							VENDOR TOTAL:		306.22
WSTEMAN.	Waste Management Illinois								
	0018317-2856-1			07/22/25		25884	07/31/25	1,003.13	1,003.13
	01	Scavanger Service	10020052630						1,003.13
							VENDOR TOTAL:		1,003.13
							TOTAL --- ALL INVOICES:		67,489.63

Cindy Hayes

From: Bob Lewis <rlewis@pmanetwork.com>
Sent: Wednesday, July 30, 2025 3:03 PM
To: Cindy Hayes
Subject: A Note from PTMA and Illuminate: Cook County Update on Levy Year 2024 Fall Tax Bills

[Click here](#) to view this message in a browser window.



A Note from PTMA and Illuminate: Cook County Update on Levy Year 2024 Fall Tax Bills

[Illuminate](#) and [PTMA](#) appreciate that Cook County school districts are eager to receive updated information about the timing for distribution of fall property tax bills. An article published this week states that they will not be available any sooner than September 1, and it's very possible they won't be distributed until early October. In that case, bills won't be due any earlier than the beginning of November.

While we wait for specific announcements from the appropriate county agencies, please note that the PTMA and Illuminate teams are ready to help districts prepare cash flow analyses and determine whether they will need to enter into short-term borrowing this fall. In addition, as they become available, we will pass along any confirmed updates about the release of fall property tax distributions.

In the meantime, please reach out to any of us with questions or requests for assistance.



Dr. Rob Grossi
Owner
Illuminate Inc.



Bob Lewis
Senior Vice President, Managing Director
PMA Securities



Tammie Beckwith Schallmo
Senior Vice President, Managing Director
PMA Securities



Audra Braski
Senior Vice President, LGIP Director
PMA Financial Network



Charlie Czachor
Senior Vice President, LGIP Director
PMA Financial Network



Tim Flaherty
Senior Vice President, Senior Relationship Manager
PMA Financial Network

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DATE: 8/05/2025
TO: The Board of Commissioners
FROM: Recreation Department
RE: Recreation

Athletics:

- We have 28 signed up for Fall Youth Soccer.
- We have 30 signed up for Fall Youth Baseball.
- We have 17 signed up for Chicago Fire Soccer Camp.
- Please see attached Spring Soccer Summary

General Recreation:

- We have 6 kids enrolled in our next Little Ninjas class.
- We have 5 kids enrolled in our Fall First Step Twos class.

Marketing:

- Please see attached

Special Events:

- We have 5 signed up for Let's Eat Out – Fuller House.
- We have 10 signed up for Naperville Settlement Tour and Lunch.
- We have 5 signed up for our French Riviera trip next Fall.
- We have 2 \$1000 sponsors for the Back-to-School Picnic and 2 \$100 sponsors.
- We have sold 68 BrewFest tickets.
- We have 6 confirmed breweries for BrewFest.

Berwyn Park District

Spring Youth Soccer League Summary

July 14, 2025

The Spring Youth Soccer League wrapped up with positive responses from surveys received, reflecting the community spirit and developmental goals set out for the program. Of the three parent survey responses received, two expressed high satisfaction with their child's coach, noting consistent attendance, positive coaching styles, and strong role modeling. One parent, while appreciative of the season's structure and their child's enjoyment, shared concerns about a coach's inconsistent presence, lack of communication, and perceived favoritism.

Outside of the survey, multiple parents shared in personal conversation how much their children enjoyed the season. Making new friends, playing for new coaches, and learning in a welcoming environment was the common theme of our conversations. This feedback reaffirms the mission I had set out to bring to the athletics department here at the Berwyn Park District, and that is to offer a space where all kids and adults feel comfortable trying something new, regardless of experience.

A big highlight of the season was the dedication of Coach Jesse, Coach Miguel, and Coach Gabriel, who not only coached and refereed games but also supported other coaches during practices. Their hard work and passion were instrumental in making this season a success. I would be remiss not to thank Nicole Collier for generously sharing her time and expertise in teaching me through the process of setting up this league. Her guidance was invaluable to this season's operation.

I learned a lesson this spring that will impact my plans for next season. Picture Day, which was held on a game day, led to scheduling bottlenecks due to having only one photographer provided and unfortunately, some families arrived late. In the fall, Picture Day will be offered on two practice days (Tuesday/Thursday), therefore reducing congestion and waiting times, and not causing any game day interference.

Due to low enrollment in the 10/11 and 12/13 age groups, the decision was made to combine them. While only one parent noted a visible age gap, the coaches observed strong development in the younger players as the season progressed, showing improved confidence and abilities while playing against a few older kids.

Significant effort was made to balance the team rosters, with only slight variations in roster size accounting for expected absences. Most teams had adequate players to allow for rest and rotation, a detail that many parents appreciated.

Overall, the spring season was successful, especially as it marked my first major program as Athletics Supervisor. I am thrilled to report that the league enrollment was higher than predicted prior to the start of the season. I felt the commitment to inclusion, development, and continuous improvement was evident, and with the continued support of dedicated staff and volunteer coaches, the program is well-positioned to keep growing stronger in the seasons to come.

Respectfully,

Nicolas Rummell

Marketing Report

July 2025

Insights over 28-day period

Views

Reach

Interactions

Follows

Facebook

103.8K

20.7K

577

49

Instagram

28.6K

1.3K

470

32

Top Posts

Facebook

OVERVIEW

Views

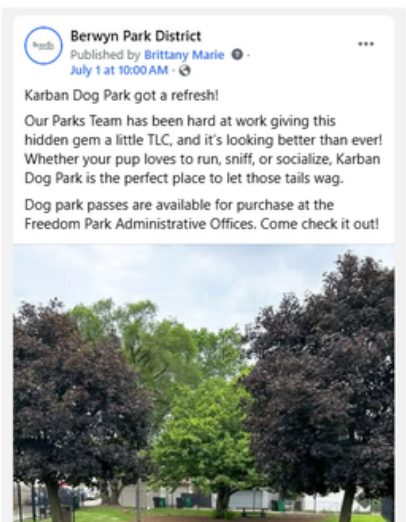
9,818

Reach

6,023

Interactions

48



Instagram

OVERVIEW

Views

971

Reach

389

Interactions

38



Other Marketing Benchmarks

Constant Contact (email)

Open Rate

39%

Contact Growth

+18

Bounce Rate

2%

Click Rate

1%

Calameo (Digital Guide)

Views

1.3K

Page Views

33.9K

Avg Reading Time

2:50

Downloads

11

Link Clicks

72

Google Analytics (berwynparks.org)

Active Users

2.3K

Event Count

18K

New Users

2.1K

Average Engagement Time (per User Session)

44s

DATE: 8/5/2025
TO: The Board of Commissioners
FROM: John Roberts, Superintendent of Parks and Facilities
RE: Department Report

Completed Projects

Project	Status	Completed Date
Sunshine Park	Installed new gutters	July 2, 2025
Smirz Park	Removed grass and weeds along the alley and garage. Replaced with gravel	July 3, 2025
Proksa Park	Replaced light pole	July 18, 2025
Smirz Park	Removed rubber coating on skate park decks	July 23, 2025
Smirz Park	Replaced the cedar siding on the garage	July 28, 2025

Upcoming Projects

Project	Status	Anticipated Completed Date
Proksa Park Pond	Plan to include in park renovations	Unknown
Freedom Park	Replace tree	Fall (2025)
Smirz Park	Repair and replace retaining walls	To be Determined (waiting on materials)
Proksa Park	Replace water valve	August 7, 2025
Freedom and Proksa Park	Install Perry Weather Lightning Detection System	August 8, 2025
Serenity Drinking Fountain	Fix leak and reconfigure Rpz valve and drinking fountain	August 13, 2025
Proksa Park	Tree removal (2)	August 21, 2025

Routine Maintenance

- Trash removal and collection of loose debris from all parks.
- Clean all facilities.
- Graffiti removal.
- Monthly inspections of vehicles, parks, and facilities.
- Baseball field setup (Monday - Sunday)

DATE: 8/05/2025
TO: The Board of Commissioners
FROM: Cathy Fallon, Executive Director
RE: Other Business

- Proksa Redevelopment: Vanderstaapen has been out to Proksa to perform the topographical survey and utility locate. This was done for the entire park site to cover all the redevelopment as well as the path project.
 - Data gathering (review/kids stakeholder event): July 2025
 - Design development: August-October 2025
 - Construction documents: November-January 2025
 - Permitting: January-February 2026
 - Bidding: February-March 2026
 - Construction: April 2026, weather permitting
- Proksa Pond Update: I am preparing a bid packet for the pond project at Proksa.
- OSLAD Freedom: The original timeline for the grant application needed to be slightly altered. The public feedback session will be held on Tuesday September 2nd at 6:00pm at Freedom. The grant is due September 30th at 5pm.