

**Berwyn Park District  
Monthly Committee Meeting  
Freedom Park Administration Building  
3701 S. Scoville Ave. Berwyn, IL  
September 2, 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. 2026 Draft Budget and Schedule
- 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 September 16, 2025, at 6:00pm at Proksa Park Activity Center.

The next Committee meeting of the Board of Commissioners is October 7, 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

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**DATE:** 9/2/2025  
**TO:** The Board of Commissioners  
**FROM:** Cathy Fallon  
**RE:** Finance Report

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- Accounts Payable
- County Tax Updates
- 2026 Budget Draft and Timeline
  - Posting in the Newspaper for Budget Hearing September 11, 2025 publication
  - First Draft to the Board September 16, 2025
  - Public Hearing October 21, 2025
  - Final Draft Proposed to the Board November 4, 2025
  - Approval of the Budget and Levy November 18, 2025

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**DATE:** 9/2/2025  
**TO:** The Board of Commissioners  
**FROM:** Cindy Hayes  
Superintendent of Finance and HR  
**RE:** Accounts Payable Report

**FINANCE**

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**First Half of September 2025 Payables:**

Check numbers: 25917 -25934 (detail listing following this page)

Total: \$ 46,401.15

I motion to approve the September 2025 payables in the amount of \$ 46,401.15

FROM CHECK # 25917 TO CHECK # 25934  
ALL CHECK STATUSES

CHECK #	VENDOR	NAME	STATUS	ISSUE DATE	STATUS DATE	CHECK AMT
25917	NG	Next Generation	OUT	08/19/25	08/19/25	398.00
25918	Berwyn P	Berwyn Police Department	OUT	09/02/25	08/28/25	204.00
25919	Brady	BradyIFS	OUT	09/02/25	08/28/25	237.99
25920	CDS	CDS Office Technologies	OUT	09/02/25	08/28/25	2,476.76
25921	CHFIRE	Chicago Fire Youth Camps, LLC	OUT	09/02/25	08/28/25	2,105.60
25922	COMCAST2	COMCAST BUSINESS	OUT	09/02/25	08/28/25	232.42
25923	COMED	Com. Ed.	OUT	09/02/25	08/28/25	3,255.17
25924	FITZ	Fitzgerald Lighting	OUT	09/02/25	08/28/25	1,960.25
25925	FULLMER	Fullmer Locksmith Service, Inc	OUT	09/02/25	08/28/25	1,265.00
25926	KONICA	KONICA MINOLTA	OUT	09/02/25	08/28/25	152.28
25927	LAWNDALE	LAWNDALE NEWS	OUT	09/02/25	08/28/25	128.00
25928	NG	Next Generation	OUT	09/02/25	08/28/25	1,257.90
25929	NICOR	Nicor Gas	OUT	09/02/25	08/28/25	163.36
25930	OFFICE D	ODP BUSINESS SOLUTIONS, LLC	OUT	09/02/25	08/28/25	166.03
25931	PDRMA	Park District Risk Management	OUT	09/02/25	08/28/25	16,601.43
25932	Record	Record-A-Hit Entertainment	OUT	09/02/25	08/28/25	447.50
25933	Vander	Vanderstappen Land Surveying	OUT	09/02/25	08/28/25	15,380.00
25934	WSTEMAN.	Waste Management Illinois	OUT	09/02/25	08/28/25	367.46
TOTAL---ALL CHECKS						46,799.15



FROM 08/19/2025 TO 09/02/2025  
FROM CHECK # 25917 TO 25934

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
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Berwyn P	Berwyn Police Department								
	2025			08/15/25		25918	09/02/25	204.00	204.00
	01	Security for Concerts	25000050505						204.00
								VENDOR TOTAL:	204.00
Brady	BradyIFS								
	10504033			08/20/25		25919	09/02/25	237.99	237.99
	01	Nitrile Blue Glove INDV PF	10020055757						49.99
	02	4ML	** COMMENT **						0.00
	03	Flat Top Grub Hand Soap 1Gal	10020055762						188.00
								VENDOR TOTAL:	237.99
CDS	CDS Office Technologies								
	INV1715473			08/19/25		25920	09/02/25	2,476.76	2,476.76
	01	IT Services	10010051585						1,238.38
	02	IT Services	50010051585						1,238.38
								VENDOR TOTAL:	2,476.76
CHFIRE	Chicago Fire Youth Camps, LLC								
	1409			08/22/25		25921	09/02/25	2,105.60	2,105.60
	01	Payment for Chicago Fire FC	52090055440						2,105.60
	02	5-day Youth Camp 70/30 Revenue	** COMMENT **						0.00
	03	Split	** COMMENT **						0.00
								VENDOR TOTAL:	2,105.60
COMCAST2	COMCAST BUSINESS								
	Sep 25- FP			08/21/25		25922	09/02/25	232.42	232.42
	01	Phone & Internet	10010052641						232.42
								VENDOR TOTAL:	232.42
COMED	Com. Ed.								
	Aug 25-LCC			08/27/25		25923	09/02/25	3,255.17	805.93
	01	Electric LCC	50020052638						805.93
	Aug 25-LCC green			08/27/25		25923	09/02/25	3,255.17	31.29
	01	LCC green	50020052638						31.29
	Aug 25-PP			08/26/25		25923	09/02/25	3,255.17	1,630.95
	01	Elec. Proksa	50020052638						1,630.95

FROM 08/19/2025 TO 09/02/2025  
FROM CHECK # 25917 TO 25934

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	Aug 25-Smirz			08/27/25		25923	09/02/25	3,255.17	107.33
	01 Elec. Smirz		50020052638						107.33
	Aug 25-SP			08/27/25		25923	09/02/25	3,255.17	501.30
	01 Elec. Sunshine		10020052638						501.30
	Sep 25-Smirz			08/27/25		25923	09/02/25	3,255.17	178.37
	01 Smirz Electric		50020052638						178.37
							VENDOR TOTAL:		3,255.17
FITZ	Fitzgerald Lighting								
	37743			08/19/25		25924	09/02/25	1,960.25	1,960.25
	01 Running Electric for Perry		25000055750						1,960.25
	02 Weather		** COMMENT **						0.00
							VENDOR TOTAL:		1,960.25
FULLMER	Fullmer Locksmith Service, Inc								
	N46684			08/19/25		25925	09/02/25	1,265.00	1,265.00
	01 Proksa Park door		10020053665						1,265.00
							VENDOR TOTAL:		1,265.00
KONICA	KONICA MINOLTA								
	47617692			08/22/25		25926	09/02/25	152.28	152.28
	01 Copier		50010052617						152.28
							VENDOR TOTAL:		152.28
LAWNDALE	LAWNDALE NEWS								
	836750			08/19/25		25927	09/02/25	128.00	128.00
	01 OSLAD Freedom Legal Notice		10010052611						128.00
							VENDOR TOTAL:		128.00
NG	Next Generation								
	213442			08/19/25		25917	08/19/25	398.00	398.00
	01 Youth Baseball Jersey		52090055431						398.00
	213456			08/22/25		25928	09/02/25	1,257.90	345.00
	01 Additional Shirts for Back to		50100055485						345.00
	213469			08/22/25		25928	09/02/25	1,257.90	912.90
	01 Fall Youth Soccer		52090055421						912.90

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
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NICOR	Nicor Gas							VENDOR TOTAL:	1,655.90
	Aug 25-LCC			08/15/25		25929	09/02/25	163.36	163.36
	01 Natural Gas LCC		50020052637						163.36
VENDOR TOTAL:									163.36
OFFICE D	ODP BUSINESS SOLUTIONS, LLC								
	435046718001			08/28/25		25930	09/02/25	166.03	166.03
	01 Back to School Banner		50100055485						166.03
VENDOR TOTAL:									166.03
PDRMA	Park District Risk Management								
	0825066H			08/28/25		25931	09/02/25	16,601.43	16,601.43
	01 Monthly Mem. Contribution		50010050510						8,300.71
	02 Monthly Mem. Contribution		10010050510						8,300.72
VENDOR TOTAL:									16,601.43
Record	Record-A-Hit Entertainment								
	50906561			08/28/25		25932	09/02/25	447.50	447.50
	01 Bounce House Slide		50100055796						447.50
	02 (Spooktacular)		** COMMENT **						0.00
VENDOR TOTAL:									447.50
Vander	Vanderstappen Land Surveying								
	61227			08/15/25		25933	09/02/25	15,380.00	15,380.00
	01 Topographical Survey for		41000056832						15,380.00
	02 Proksa OSLAD and RTP grant		** COMMENT **						0.00
VENDOR TOTAL:									15,380.00
WSTEMAN.	Waste Management Illinois								
	0018371-2856-8			08/25/25		25934	09/02/25	367.46	367.46
	01 Scanger Service		10020052630						367.46
VENDOR TOTAL:									367.46
TOTAL --- ALL INVOICES:									46,799.11

**From:** [Tax Extension](#)  
**To:** [Tax Extension](#)  
**Subject:** NOTICE - Preliminary 2024 Agency Tax Rate Reports  
**Date:** Tuesday, August 26, 2025 1:22:16 PM

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Dear Local Government Official

The Cook County Clerk's Office expects to make PRELIMINARY 2024 Agency Tax Rate Reports available for review by tomorrow, Wednesday August 27, 2025.

Once these reports are available, Taxing Districts will have until 5pm Friday, August 29, 2025 to review these reports and bring any issues to our attention.

Notification will be sent once these reports are available on the Clerk's secure District Portal.

<https://districtportal.cookcountyclerkil.gov/>

At this time, we do not have an estimated date for Final 2024 Agency Tax Rates or for Second Installment 2024 Property Tax Bills.

We appreciate your patience and your attention to this crucial step in the 2024 Property Tax Process.

**Tax Extension Department**

Cook County Clerk's Office

Clerk Monica Gordon

118 N. Clark Street - Rm 434 | Chicago, Illinois 60602

[Tax.Extension@cookcountyil.gov](mailto:Tax.Extension@cookcountyil.gov)

**OUR MISSION: ACCURACY - EFFICIENCY - ADVOCACY - CYBERSECURITY**

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**DATE:** 9/02/2025  
**TO:** The Board of Commissioners  
**FROM:** Recreation Department  
**RE:** Recreation

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**Athletics:**

- We have 110 signed up for Fall Youth Soccer.
- We have 6 signed up for our upcoming tennis class.
- We have 7 signed up for Adult/Tot Little Warriors.
- We have 5 signed up for Adult/Tot Soccer.
- We have 4 signed up for Disc

**General Recreation:**

- We have 15 enrolled in First Step Twos. The class is full and on a waitlist.
- We have 5 enrolled in Tinkergarten – Fall.
- We have 9 enrolled in our next session Book & Bites.
- We have 6 enrolled in Let's Investigate.
- We have 5 enrolled in Animal Action.
- We have 6 enrolled in Let's Make Art.
- We have 6 enrolled in Hand Sewing. The class is full.

**Marketing:**

- Please see attached

**Special Events:**

- We have 10 enrolled in our upcoming LEO – Kathy's Dumplings.
- We have 6 enrolled in our Fall Day in Geneva trip.
- We have 34 signed up for the Community Garage Sale.
- We have sold 105 BrewFest tickets.

# Marketing Report

August 2025

Insights over 28-day period

Views

Reach

Interactions

Follows

Facebook

128.7K

23.2K

916

68

Instagram

41.4K

2.6K

835

56

Top Posts

Facebook

## OVERVIEW

Views

9,889

Reach

5,823

Interactions

72

Berwyn Park District  
Published by Brittany Marie · 2d · 🌐

It's time for our Fall Community Garage Sale at Proksa Park!

The Berwyn Park District will be hosting a Community Garage Sale at Proksa Park! This is the perfect opportunity to Clean up and have all those unwanted items ready to be sold! We invite our community to come out and get some great bargains!

Each spot is 10' x 10'.

September 6th

From 9am-3pm

AGES: 18 and over to sell

All Ages welcome to attend

No tables and chairs will be provided.

Spots will be Assigned.

Set-up begins at 7am.

\$30 Spot

Program #S4006

<https://tinyurl.com/3c2wxsex>



Instagram

## OVERVIEW

Views

1,814

Reach

849

Interactions

44



Other Marketing Benchmarks

Constant Contact (email)

Open Rate

39%

Contact Growth

-18\*

Bounce Rate

2%

Click Rate

1%

Calameo (Digital Guide)

Views

2.9K

Page Views

80.8K

Avg Reading Time

3:31

Downloads

5

Link Clicks

410

Google Analytics (berwynparks.org)

Active Users

2.8K

Event Count

24K

New Users

2.6K

Average Engagement Time (per User Session)

54s

\*cleaned up our list of contacts with full mailboxes or unrecognized/undeliverable emails.

**DATE:** 9/2/2025  
**TO:** The Board of Commissioners  
**FROM:** John Roberts, Superintendent of Parks and Facilities  
**RE:** Department Report

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#### Completed Projects

Project	Status	Completed Date
Proksa Park	Replaced water valve	August 12, 2025
Freedom and Proksa Park	Installed Perry Weather Lightning Detection System	August 14, 2025
Proksa Park	Tree removal (2)	August 26, 2025
Serenity Park	Fixed leak and reconfigured RPZ valve and drinking fountain	August 29, 2025

#### Upcoming Projects

Project	Status	Anticipated Completed Date
Freedom Park	Replace tree	Fall (2025)
All Parks	Repair and replace retaining walls	To be Determined
Proksa Park	Add pickleball lines (2)	To be Determined
Smirz Park	Paint outdoor shelter area	September 5, 2025
Hessler Park	Repair, replace, and paint cedar siding	September 12, 2025
Sunshine Park	Bocce Court restoration	September 19, 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)

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**DATE:** 9/02/2025  
**TO:** The Board of Commissioners  
**FROM:** Cathy Fallon, Executive Director  
**RE:** Other Business

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- Proksa Redevelopment:
  - 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: Included is the proposal from Aquascape. The proposal included taxes, this is the total amount without tax.

Phase 1: \$311,343.17 - \$13,286.10 in sales tax = \$298,057.07

Phase 2: \$121,050.74 - \$4,214.80 in sales tax = \$116,835.94

Phase 3: \$222,120.22 - \$9,465.18 in sales tax = \$212,655.04

- OSLAD Freedom: The Community Open House is on September 2, 2025, at 6pm at Freedom. Hitchcock will present to all in attendance, and residents will have an opportunity to offer feedback.

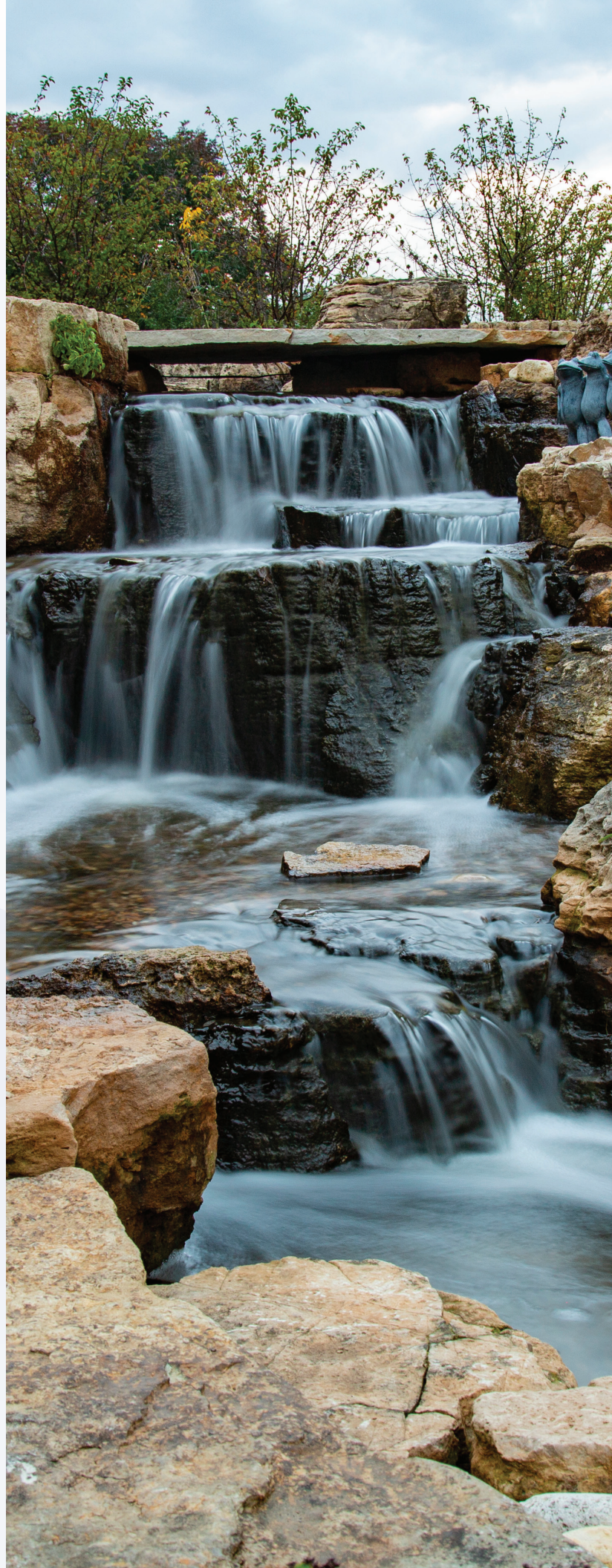




# PROJECT PROPOSAL

Client Name:

Date:





## **Thank you for choosing Aquascape!**

We're excited to partner with you to bring your vision to life. At Aquascape, our mission is to connect people to water the way nature intended—by creating personal oases through beautifully designed and expertly crafted water features, whether it's a pond, waterfall, fountain, or a custom blend of all three.

With decades of experience in water feature design, construction, and innovation, we are uniquely positioned to deliver outstanding quality, performance, and value. Our team takes a detail-oriented, client-focused approach to every project, ensuring your final result reflects your goals and complements your space.

Please review the following proposal, and let's take the first step toward creating your perfect water feature.

**Client Name:**

**Proposal Date:**

**Project Location:**

**Estimated Price:**

**Consultation and Project Timeline:**

# PROJECT SCOPE

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Client Signature:

Date:



# PROJECT SHOWCASE

As the world's leading water feature construction team, Aquascape has had the privilege of designing and building innovative water features for a wide range of distinguished clients. Whether your goal is to enhance the beauty of your property or support the environment through sustainable, ecological solutions, Aquascape delivers results that exceed expectations.

Discover how you can start Living the Aquascape Lifestyle® today.



Aquascape Inc. | St. Charles, Illinois



Shaquille O'Neal Residence | Atlanta, Georgia



Primavera Urbana | Villavicencio, Columbia



# PROJECT SHOWCASE CONTINUED



Large Pond and Stream | Southern Africa



Lincoln Park Zoo | Chicago, Illinois



Goodwin Residence | Crown Point, Indiana





## AQUASCAPE: THE WORLD'S LEADING INNOVATOR IN WATER FEATURES

Aquascape is recognized globally for pioneering water feature innovation. Our ecosystem-based approach creates sustainable, low-maintenance water features by working in harmony with nature—balancing fish, plants, aeration, filtration, and natural materials like rocks and gravel.

### Key Benefits of Choosing Aquascape:

- Over 30 years of experience leading the water feature industry through innovation and education
- Ecosystem-based design ensures long-term sustainability and natural beauty
- All products are rigorously field-tested for performance and durability before reaching the market
- Professionally installed, high-quality components ensure a seamless customer experience
- Deep commitment to environmental responsibility, demonstrated by Silver-level LEED® certification of our corporate headquarters
- Trusted by landscape professionals, architects, and homeowners worldwide
- Industry-leading customer support and training resources for partners and installers
- Comprehensive range of products—from decorative fountains to large-scale pond systems—designed to suit any outdoor space

Whether you're seeking tranquility, natural beauty, or a habitat for wildlife, Aquascape provides the expertise and tools to bring your outdoor vision to life.



### ED BEAULIEU

#### Vice President of Field Research and Contractor Development

Ed came to Aquascape in 1993 as a construction laborer, but a little creativity and a positive outlook on life and business helped catapult Ed to the position of Vice President of Field Research and Contractor Development. Ed has successfully built thousands of custom-designed ponds from small backyard water gardens to large lakes and commercial water features. He holds a B.S. in Zoology, with an emphasis in Limnology, and concentrated his master's studies in Marine Biology.

Ed's work has been featured on the cover of *Architectural Digest*, in addition to having his water garden designs featured in the pages of *Better Homes & Gardens* special interest publications, *Nature's Garden*, *Irrigation and Green Industry News*, and more.

For five years, Ed served as project manager for the installation of water features at the Flower and Garden Festival "Water Garden Wonders" highlight at Epcot Center. Ed has worked on water feature installations for Shaquille O'Neal, Richard Petty, Jill Rappaport, and other celebrities, and has appeared on several HGTV and DIY channel shows. He was also a contributing author for *The Pond Builder's Bible*, *Pond Building for Hobbyists*, and *Succeeding and Prospering with Water Features II*.

In recent years, Ed has designed and served as project manager for Aquascape Rainwater Harvesting Systems in Ghana, Uganda, and Colombia. In 2013 he was the first pond designer and installer to receive the "Watershaper of the Year" award from *Irrigation and Green Industry News*.

# ED THE POND PROFESSOR

Experience the science behind water features through the mind of the Pond Professor himself. Ed's platforms offer a engaging and entertaining way into understanding the Aquascape approach to pond building.



**Ed the Pond Professor**  
on YouTube



**Ed the Pond Professor**  
on Instagram



**Ed the Pond Professor**  
on Facebook

## ADDITIONAL INSPIRATION

We have completed a wide variety of amazing water features around the world. Get inspired by those who have started Living the Aquascape Lifestyle®!



**Project**  
**Portfolio**



901 Aqualand Way, St Charles, IL  
Gianna Olsen: 630.816.7723 | [golsen@aquascapeinc.com](mailto:golsen@aquascapeinc.com)