

Berwyn Park District
Monthly Committee Meeting
Freedom Park Administration Building
3701 S. Scoville Ave. Berwyn, IL
March 5, 2023, 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
- VI. Policy and Personnel
- 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 March 19, 2024, at 6:00pm at Freedom Park Administration Building.

The next Committee meeting of the Board of Commissioners is April 2, 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: 03/05/2024
TO: The Board of Commissioners
FROM: Cathy Fallon and Cindy Hayes
RE: Policy and Personnel

- **Paid Leave for All Workers Act:** Several Park Districts in Cook County have been lobbying quite hard to have the Act amended. There was a group of Park District representatives as well as a few commissioners that attended the Legislation and Intergovernmental Relations Committee on 2/28/2024. In addition, there were two union representatives and a womens advocacy group that were in attendance speaking in opposition to the act. There was no discussion on the deferral of the requirements and the amendment was deferred to the March 13 Committee meeting. There is some consideration of a possible compromise to extend the implementation for park districts to January 1, 2025, and possibly consider rules that may exclude a portion of seasonal staff from being covered by this ordinance.

DATE: 3/05/2024
TO: The Board of Commissioners
FROM: Recreation Department
RE: Recreation

Athletics:.

- Spring Soccer – We currently have 58 kids registered.
- We have a new class – Disc Golf for Beginners being taught by Chris Lee – we currently have 1 signed up

General Recreation:

- Cookies, Cocktails and Cannoli's is full with 16 .
- Let's Eat Out – Greek Islands had 8 signed up.
- Miss Allison's Music – we have 8 kids signed up.
- Italy's Amalfi Coast – has 16 signed up.
- Friday Frenzy – has 5 signed up

Marketing:

Social Media Insights

Facebook:

- This month our reach (how many people see our posts) is up 145%
- Content Interactions (likes and comments) are up 148%
- Link clicks are up 247%
- Profile visits are up 47%
- 38 new likes (up 100%)

Instagram:

- Reach is up 35%
- Content Interactions are up 38%
- Profile visits up 99%
- 25 new followers (up 92%)

Special Events:

- Candle Making – had 15 signed up.

DATE: 3/5/2024
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.

Completed Projects

Project	Status	Completed Date
Liberty Generator	Inspected Generator and replaced battery.	February 19,2024
Freedom Outdoor Bathroom	Sanded and removed graffiti. New paint	Feb 19/20 & 26/27
Sunshine Bathroom	Repaired grab bar.	Feb 21, 2024
Proksa	Four trees removed and stumps marked for removal.	Feb 21, 2024
Flower bed prep at Mraz, Karasek, Serenity.	Edging, removal of weeds, leaves and grass, pruning.	Feb 27, 2024

Upcoming Projects

Project	Status	Completed Date
Tree trimming and stump removal	Requesting 3 quotes	Calls made by March 8
All Parks	Seed and aerate	Ongoing until all parks are complete.(tentative end of April)
Proksa Disc Golf	Seed and aerate near all tee boxes.	Tentative the end of April
Flower bed prep all remaining parks	Edging, removal of weeds, leaves and grass, pruning.	In progress
Prep the Sunshine yard for the party wagons	Condensing materials and moving vehicles.	By March 8, 2024
Urban Tree Management	Updating Tree Catalog	Ongoing as trees are added and removed

Mulch at playgrounds	Requesting 3 quotes for playground mulch to be sprayed in at all playgrounds	March 28, 2024
Sunshine Outdoor Bathroom	Paint	March 25, 2024
Summer Equipment Prep	Prepare all mowers, string trimmers and blowers for grass cutting.	April 1, 2024
Winterize Equipment	Removal of plows & winterize snowblowers.	April 1, 2024 or as weather allows.
Freedom Bathroom	Trial of graffiti resistant paint.	March 15, 2024

DATE: 3/05/2024
TO: The Board of Commissioners
FROM: Cathy Fallon, Executive Director
RE: Technology

- On March 6, 2024 Cindy and I have a meeting with CDS where we will begin discussing the purchase and implementation of new hardware.

DATE: 3/05/2024
TO: The Board of Commissioners
FROM: Cathy Fallon, Executive Director
RE: Other Updates

- One affiliate group has paid their past due field rentals. We are scheduling a meeting with this group to lay out clear expectation for rental policies and procedures, which will include contracts and payments.
- Party Wagons: We have continued to work with PDRMA to develop policies that will mitigate our liabilities for the use of the party wagons. We are working on appropriate documentation to carry out the rentals.
- Stage Trailer: It is my recommendation that we turn down the offer from the BDC to manage the stage trailer. I have confirmed with the BDC that the ideal situation would be for the Park District to
 - Title the trailer in the Berwyn Park District name.
 - Hold the contract with the 3rd party vendor to manage the delivery, set up, take down, sound and lighting if necessary.
 - Schedule all rentals for the trailer.

The BDC was generous in offering assistance in the early stages, however in talking with PDRMA the liability for this endeavor will be high. We are still working with PDRMA to go over all aspects to fully understand the liabilities.

DATE: 3/05/2024
TO: The Board of Commissioners
FROM: Cathy Fallon, Executive Director
RE: Master Plan

- The staff has a workshop with Hitchcock Design group on March 7, 2024 to discuss future strategies.
- I have also requested the response rate for the Statistically Valid Survey.