



Charles M. Christensen Terrace Centre - 11500 S Beloit Ave. - Worth, IL - Room 106

**BOARD OF PARK COMMISSIONERS
COMMITTEE OF THE WHOLE MEETING**

November 20, 2025

6:00 p.m.

MINUTES

I. CALL TO ORDER - The meeting was called to order at 6:00 p.m. by President Donald Dambek.

II. ROLL CALL

Park Commissioners Present: Donald Dambek, Rebecca Roberts, and Melissa Nagel.

Park Commissioners Absent: Kari Lynn Fickes (excused) and Mike McElroy (excused).

Staff Members Present: Robert O'Shaughnessy, Director of Parks and Recreation; Stephanie Analitis, Superintendent of Recreation; and Kelly Pezdek, Finance and Human Resources Manager/Board Secretary.

Visitors Present: None

III. VISITOR AND CITIZEN COMMENTS

IV. ADMINISTRATIVE MATTERS/CONSENT AGENDA

Review of Minutes and Financial Reports

The following minutes were reviewed:

Committee of the Whole Meeting - October 16, 2025

Regular Meeting - October 16, 2025

Special Meeting Minutes - October 30, 2025

The October disbursements totaling \$90,081.20; the income statement through October 31, 2025; P-card expenses of \$10,151.36 for September 2025; and payroll of \$110,540.78 for the period ending October 16, 2025, October 30, 2025, and November 13, 2025, were reviewed by the Board.

Recommended Action: That the Board of Park Commissioners approves the Minutes and Financial Reports as presented as part of the Administrative Matters/Consent Agenda during the Regular Board Meeting.

V. ADMINISTRATION, FINANCE & LIABILITY

A. Park District Code of Ethics

The Park District Code of Ethics was presented. No changes were made or recommended for the Code which is presented annually. The document was reviewed by the Park District attorney.

Recommended Action: That the Board of Park Commissioners approves the Park District Code of Ethics.

B. FY 2026-27 Operations Budget Timeline

The timeline for the budget process and development for FY 2026-27 was presented.

Recommended Action: That the Board of Park Commissioners approves the Timeline for Operations Budget - FY 2026-27.

C. Ordinance No. 2025-04 - 2025 Tax Levy Ordinance

The Tax Levy Ordinance and accompanying information was presented by Director of Parks and Recreation O'Shaughnessy. The levy proposed is below the amount (4.99% of last year's levy) that would require a Truth in Taxation Hearing. This year's proposed levy increase is approximately 4%.

Recommended Action: That the Board of Park Commissioners approves Ordinance No. 2025-04 - 2025 Tax Levy Ordinance.

D. Agency/Department Goals Review - FY 2024-25

A review/status of the goals for FY 2024-25 was presented. This is an annual part of the Board Meeting each year for the purpose of updating and discussion. It was suggested that a more concise and shortened presentation be made for the next fiscal year. It was also recommended for the Board to have greater input with the "Agency" goals.

Recommended Action: No action recommended.

E. Credentials Certificate - IAPD Annual Meeting

Each year, the Board of Park Commissioners is to assign delegate(s) to the Annual Business Meeting of IAPD, held at the annual conference in January. Depending on attendance and availability for the conference, delegates (to include up to one main delegate and three alternates) can consist of Board Members, the Secretary, Director or any paid employee.

Recommended Action: That the Board of Park Commissioners assign delegate(s) to the Annual Business Meeting of the IAPD, to be held on Saturday January 31, 2026, 3:30 p.m. at the IAPD/IPRA State Conference.

VI. FACILITY, PARKS & PLANNING

A. Capital Projects Update - FY 2025-26

Director of Parks and Recreation O'Shaughnessy presented an update on the capital projects for FY 2025-26.

Recommended Action: No action recommended.

B. Parks Department Update

The Parks Department Report was included in the meeting information.

Recommended Action: No action recommended.

VII. RECREATION

A. Recreation Department Update

1. Recreation Program Statistics Report - Summer 2025

The Recreation Report was included in the meeting information and presented along with the Recreation Program Statistics Report by Superintendent of Recreation Analitis.

Recommended Action: No action recommended.

VIII. UNFINISHED BUSINESS

There was no Unfinished Business.

IX. NEW BUSINESS

There was no New Business.

X. ADJOURNMENT

The Committee of the Whole Meeting adjourned at 6:53 p.m.



Donald Dambek, President
Board of Park Commissioners



Kelly Pezdek
Finance and Human Resources Manager
Secretary to the Board