



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

**BOARD OF PARK COMMISSIONERS
COMMITTEE OF THE WHOLE MEETING
July 21, 2022
6:00 p.m.**

MINUTES

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

II. ROLL CALL

Park Commissioners Present: Mike McElroy, Melissa Nagel, Donald Dambek, Rebecca Roberts and Kari Lynn Fickes.

Park Commissioners Absent: None.

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

Visitors Present: None.

III. VISITOR AND CITIZEN COMMENTS

There were no visitors or citizens present.

IV. ADMINISTRATION, FINANCE & LIABILITY

A. Review of Minutes and Financial Reports

The following minutes were reviewed:

Committee of the Whole - June 16, 2022

Regular Meeting - June 16, 2022

The June disbursements totaling \$70,348.36 and the income statement through June 30, 2022, were reviewed by the Park Commissioners.

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.

B. Personnel Practices Manual

The Personnel Practices Manual was provided digitally to the Board for review. The

manual is presented for approval every two years. Director of Parks and Recreation O'Shaughnessy presented the only updates being the new *Support Through Loss Act* and the flexibility of operations and holidays during years they fall on weekends.

Recommended Action: That the Board of Park Commissioners approves the Personnel Practices Manual for Park District employees (full and part-time).

V. FACILITY, PARKS & PLANNING

A. Master Plan Update Discussion

1. Future Referendum
 - a. Peaks Park Improvements
 - b. Terrace Centre Improvements
2. OSLAD Grant
 - a. Award
 - b. Timeline
 - c. Application for next round
3. Meeting with Village Trustees

With the announcement of the OSLAD grant award, the Peaks Parks improvements were reviewed. Director of Parks and Recreation O'Shaughnessy informed the Board that it was realistic for the project to begin in the Spring of 2023.

Discussion was also held on an application for the next round of the OSLAD program. It was the consensus of Board and staff to apply for improvements to Homerding Park.

President McElroy will reach out to the Village in having the meeting scheduled with the Trustees soon - preferably in the Fall. Peaks Park.

Recommended Action: No action recommended.

B. Capital Projects Update - FY 2022-23

Director of Parks and Recreation O'Shaughnessy presented an update of the progress of capital projects for FY 2022-23.

Recommended Action: No action recommended.

C. Parks Department Update

Superintendent of Parks Piszczek presented an update of the Parks Department.

Recommended Action: No action recommended.

VI. RECREATION

A. Recreation Department Update

Superintendent of Recreation Analitis presented an update of the Recreation Department.

Recommended Action: No action recommended.

B. Purchase - 15-Passenger Van

Superintendent Analitis and Finance and Human Resources Manager Pezdek presented this topic.

As a result of the increasing numbers in the RAS and Day Camp programs, it has been determined that a 15-passenger van is needed to accommodate these increases.

The Board was provided information regarding the purchase of a 2023 White Ford Transit vehicle. To be cognizant of the budget limitations, a 7-year lease agreement is being proposed. Once approved by the Board, the vehicle will be ordered with the expected delivery to be between 24 and 26 weeks. The lease payment would become due until on or after May 1, 2023.

Recommended Action: That the Board of Park Commissioners approve the purchase of a 2023 Ford Transit vehicle to support the transportation needs for the recreation programs and services.

C. Recreation Program Statistics Report

Superintendent of Recreation Analitis will presented this report highlighting the Winter/Spring season comparisons for the past three fiscal years.

Recommended Action: No action recommended.

VII. UNFINISHED BUSINESS

There was no Unfinished Business.

VIII. NEW BUSINESS

There was no New Business.

IX. ADJOURNMENT

The Committee of the Whole Meeting adjourned at 7:15 p.m.

Mike McElroy, President
Board of Park Commissioners

Kelly Pezdek
Secretary to the Board