



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

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

July 20, 2023

6:00 p.m.

MINUTES

I. *CALL TO ORDER* - The meeting was called to order at 6:01 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; Stephanie Analitis, Superintendent of Recreation; Brian Piszczek, Superintendent of Parks; and Kelly Pezdek, Finance and Human Resources Manager and Secretary to the Board.

Visitors Present: None.

III. *STAHLAK PARK WALKTHROUGH*

The meeting began at Stahlak Park for a walkthrough and discussion about improvements and the OSLAD grant application.

IV. *ADJOURNMENT*

The meeting was adjourned to reconvene at the Terrace Centre.

V. *RECONVENE MEETING*

The meeting was reconvened at 6:36 p.m.

VI. *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;

Stephanie Analitis, Superintendent of Recreation; Brian Piszczek, Superintendent of Parks; and Kelly Pezdek, Finance and Human Resources Manager and Secretary to the Board.

Visitors Present: None.

VII. VISITOR AND CITIZEN COMMENTS

There were no visitors or citizens present.

VIII. ADMINISTRATION, FINANCE & LIABILITY

A. Review of Minutes and Financial Reports

The following minutes were reviewed:

Committee of the Whole - June 15, 2023

Regular Meeting - June 15, 2023

The June disbursements totaling \$35,834.91; the income statement through June 30, 2023; P-card expenses of \$4,430.36; and payroll of \$93,595.75 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.

IX. FACILITY, PARKS & PLANNING

A. Master Plan Update Discussion

Discussion was held with updates on the following topics:

1. PARC Grant Update
2. OSLAD Grant Discussion - Stahlak Park
3. Peaks Park Project
4. Homerding Park - Improvements Project and Ditch Project
5. Altman Park
6. Lucas-Berg Site
7. Veterans Memorial Park

Recommended Action: No action recommended.

B. Capital Projects Update - FY 2023-24

Director of Parks and Recreation O'Shaughnessy presented an update on the capital projects for FY 2023-24.

Recommended Action: No action recommended.

C. Professional Services Agreement - OSLAD Grant - Stahlak Park

The agreement from Design Perspectives for services for the OSLAD grant application for improvements to Stahlak Park was presented.

Recommended Action: That the Board of Park Commissioners enter into a professional services agreement with Design Perspectives, Inc. of Naperville, IL for the OSLAD grant application for improvements to Stahlak Park at a cost of \$13,000.00.

D. Phase I Environmental Site Assessment - Homerding Park

For the lease renewal of Homerding Park with the MWRD, a Phase I Environmental Site Assessment is now required. Three (3) proposals were received from the following companies:

Brownfield Environmental Engineering, Beloit, WI	\$2,200.00
Environmental Consulting Group, Inc., Elmhurst, IL	\$2,000.00
Midwest Environmental Consulting Services, Yorkville, IL	\$2,500.00

Recommended Action: That the Board of Park Commissioners accept the proposal from Environmental Consulting Group, Inc. of Elmhurst, IL for the Phase I Environmental Site Assessment for Homerding Park at a cost of \$2,000.00.

E. Topographic Survey - Homerding Park

Proposals were received for a topographic survey for Homerding Park. As part of the Homerding Park improvements project (OSLAD grant), a topographic survey must be conducted and submitted to the IDNR. Eight (8) proposals were received from the following companies:

Bohnak Engineering, Inc., Tinley Park, IL	\$12,000.00
DesignTek Engineering, Inc., Mokena, IL	\$7,100.00
Geotech, Inc., Crest Hill, IL	\$12,850.00
JLH Land Surveying, Inc., Shorewood, IL	\$4,000.00
Marchese & Sons, Roselle, IL	\$8,500.00
Meritcorp Group, LLC, Aurora, IL	\$6,800.00
Spaceco, Inc., Rosemont, IL	\$11,000.00
TWIG, Wheaton, IL	\$5,800.00

Recommended Action: That the Board of Park Commissioners accept the proposal from JLH Land Surveying, Inc., of Shorewood, IL, for topographic survey services for the Homerding Park improvements project at a cost of \$4,000.00.

F. Plat of Survey - Altman Park

Proposals were received for plats of survey for Altman Park. As part of the process for transferring the lease from the Village to the Park District, two surveys must be developed: (1) west of Harlem Avenue to the boat launch parking lot (including the pedestrian path) and the Altman Park portion (north of the tree line bordering the pedestrian path). Four (4) proposals were received from the following companies:

DLZ, Joliet, IL	\$4,900.00
JLH Land Surveying, Inc., Shorewood, IL	\$5,000.00
Landmark Engineering, Palos Hills, IL	\$8,900.00
Marchese & Sons, Inc., Roselle, IL	\$10,000.00
Robert A. Nowicki & Associates, Lansing, IL	\$8,500.00

The costs of the surveys are recommended to be shared evenly between the Village and the Park District.

Recommended Action: That the Board of Park Commissioners accepts the proposal for plats of survey for Altman Park from DLZ, of Joliet, IL at a cost of \$4,900.00.

G. Parks Department Update

The Parks Department Report was included in the meeting information and presented by Superintendent of Parks Piszczek

Recommended Action: No action recommended.

X. **RECREATION**

A. Recreation Department Update

1. Recreation Program Statistics Report

The Recreation Department Report was included in the meeting information and presented by Superintendent of Recreation Analitis, along with a program statistics report on the most recently completed season (Winter/Spring 2023).

Recommended Action: No action recommended.

XI. **UNFINISHED BUSINESS**

There was no Unfinished Business.

XII. **NEW BUSINESS**

There was no New Business.

XIII. **ADJOURNMENT**

The Committee of the Whole Meeting adjourned at 7:39 p.m.

Mike McElroy, President
Board of Park Commissioners

Kelly Pezdek
Finance and Human Resources Manager
Secretary to the Board