



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

**BOARD OF PARK COMMISSIONERS
REGULAR MEETING**

April 15, 2020

7:00 p.m.

MINUTES

President Paula Marr read the following notice:

NOTICE IS HEREBY GIVEN that the April 15, 2020 Regular Meeting of the Worth Park District Board of Park Commissioners will be held via teleconference as permitted by the Gubernatorial Disaster Proclamation in response to COVID-19 (COVID-19 Executive Order 5) exempting the requirement of the Open Meetings Act for the physical presence of the Park Commissioners at the meeting and permitting Park Commissioner attendance via teleconference.

I. CALL TO ORDER - The meeting was called to order at 7:05 p.m. by President Paula Marr.

II. ROLL CALL

Park Commissioners Present: Paula Marr, Mike McElroy, Melissa Brancato, Dan Feltz and Matt Urban.

Park Commissioners Absent: None

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

Attorney Present: Joe Cainkar, Louis F. Cainkar, Ltd.

III. VISITOR AND CITIZEN COMMENTS

There were no visitors or citizens present on the teleconference.

IV. ADMINISTRATIVE MATTERS/CONSENT AGENDA

A. Minutes of the Committee of the Whole Meeting - February 19, 2020

B. Minutes of the Regular Board Meeting - February 19, 2020

C. Disbursements - February Totaling: \$ 34,104.99

March	Totaling:	\$ 59,249.92
D. Payroll	Totaling:	\$ 77,583.39
• February 27, 2020:		\$ 19,911.23
• March 12, 2020:		\$ 19,261.51
• March 26, 2020:		\$ 19,668.07
• April 9, 2020		\$ 18,742.58
E. Financial Reports		

It was moved by Matt Urban, seconded by Melissa Brancato to approve the Administrative Matters/Consent Agenda. Motion was approved 5-0.

V. PRESIDENT'S REPORT

A. Correspondence

President Marr referred the Board to the letter received from the US Census Bureau thanking the Park District for allowing the Terrace Centre as a training site. Due to the COVID-19 pandemic, the trainings were cancelled.

President Marr also referred the Board to the Facebook recognition for Parks Maintainer, John Bedore, who aided a Worth resident in an emergency situation.

B. Public Recognition

There was no Public Recognition.

VI. COMMITTEE REPORTS/ACTION

A. Administration, Finance & Liability

1. Annual Audit - FY 2018-19

It was moved by Mike McElroy, seconded by Paula Marr that the Board of Park Commissioners approves the Annual Audit - FY 2018-19. Motion was approved 5-0.

2. Annual Treasurer's Report/Statement of Receipts and Disbursements - FY 2018-19

It was moved by Matt Urban, seconded by Melissa Brancato that the Board of Park Commissioners approves the Annual Treasurer's Report/Annual Statement of Receipts and Disbursements - FY 2018-19 and directs the report to be filed accordingly with the Clerk of Cook County. Motion was approved 5-0.

3. Operations Budget - Tentative- FY 2020-21

It was moved by Mike McElroy, seconded by Matt Urban that the Board of Park Commissioners approves the Operations Budget - Tentative - FY 2020-

21. Motion was approved 5-0.

4. Ordinance 2020-01 Tentative Budget and Appropriation Ordinance

It was moved by Melissa Brancato, seconded by Matt Urban that the Board of Park Commissioners approve the posting of the Tentative Budget and Appropriation Ordinance as per the Illinois Park District Code, making it available for public review and to publish a Public Notice in regard to the Public Hearing on the ordinance.

Motion was approved 5-0.

5. Audit Services

It was moved by Paula Marr, seconded by Mike McElroy that the Board of Park Commissioners enters into a 3-year contract with IL NFP Audit & Tax, LLP of Chicago for the Park District's annual audit services. Motion was approved 5-0.

6. Financial Action in Response to COVID-19 Pandemic

It was moved by Mike McElroy, seconded by Matt Urban that the Board of Park Commissioners approves the freezing of wages for full-time employees until normal operations and revenue streams resume. Motion was approved 5-0.

7. Job Descriptions - Full and Part Time Positions

It was moved by Melissa Brancato, seconded by Paula Marr that the Board of Park Commissioners approve the Park District's Job Descriptions for the specified Full and Part-time positions:

Full-time: Director of Parks and Recreation; Finance and Human Resources Manager; Receptionist, Superintendent of Recreation; Recreation Supervisor; Superintendent of Parks; Parks Maintainer I.

Part-time: Receptionist; Parks Maintainer II; Seasonal Parks Maintainer.

Motion was approved 5-0.

B. Facilities, Parks and Planning

No Action Recommended

C. Recreation

1. Terrace Centre Rental and Birthday Party Rates - FY 2020-21

It was moved by Mike McElroy, seconded by Matt Urban that the Board of Park Commissioners approves the Terrace Centre Rental and Birthday Party Rates for the Fiscal Year 2020-21. Motion was approved 5-0.

2. Field Reservation Rates - FY 2020-21

It was moved by Matt Urban, seconded by Melissa Brancato that the Board of Park Commissioners approves the Field Reservation Rates for the Fiscal Year 2020-21. Motion was approved 5-0.

3. Shelter Reservation Rates - FY 2020-21

It was moved by Paula Marr, seconded by Matt Urban that the Board of Park Commissioners approves the Shelter Reservation rates for the Fiscal Year 2020-21. Motion was approved 4-1.

VII. DEPARTMENT REPORTS

A. Recreation

The Recreation Report was included in the board meeting information.

B. Parks

The Park Report was included in the board meeting information.

C. Administration

The Administration Report was included in the board meeting information.

VIII. UNFINISHED BUSINESS

There was no Unfinished Business.

IX. NEW BUSINESS

There was no New Business

X. EXECUTIVE SESSION

It was moved by Mike McElroy, seconded by Melissa Brancato to enter into Executive Session for the purpose of discussion of Personnel, 5 ILCS 120/2 (B) (1). Motion was approved 5-0.

The Executive Session began at 7:30 p.m.

XI. RECONVENE REGULAR MEETING

It was moved by Mike McElroy, seconded by Melissa Brancato reconvene the Regular Meeting at 7:41 p.m. Motion was approved 5-0.

A. Collective Bargaining Agreement between Worth Park District and Service Employees International Union Local 73 - For the Parks Department.

It was moved by Mike McElroy, seconded by Matt Urban that the Board of Park Commissioners enter into the Collective Bargaining Agreement between the

Worth Park District and Service Employees International Union Local 73 for the Parks Department. Motion was approved 5-0.

XII. ADJOURNMENT OF REGULAR MEETING

It was moved by Paula Marr, seconded by Melissa Brancato to adjourn the Regular Board Meeting at 7:44 p.m. Motion was approved 5-0.

Paula Marr, President
Board of Park Commissioners

Kelly Pezdek
Finance and Human Resources Manager
Secretary to the Board