



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

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

October 16, 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, Kari Lynn Fickes, and Melissa Nagel.

Park Commissioners Absent: Mike McElroy (excused).

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/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:

Special Meeting Minutes - September 11, 2025

Committee of the Whole Meeting - September 11, 2025

Regular Meeting - September 11, 2025

The September disbursements totaling \$37,160.36; the income statement September 30, 2025; P-card expenses of \$8,358.25 for August 2025; and payroll of \$68,165.33 for the periods ending September 18, 2025 & October 2, 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 Audit - FY 2024-25

The annual audit for the Park District, completed by Illinois NFP Audit & Tax, LLP, was presented. Hard copies were distributed to the Board. The audit is an extensive document and details the status of each fund.

Recommended Action: That the Board of Park Commissioners approves placing on file the Annual Audit for the Park District, reflecting financial operations during the fiscal year May 1, 2024 - April 30, 2025.

B. Annual Treasurer's Report/Statement of Receipts and Disbursements - FY 2024-25

The Annual Treasurer's Report and Annual Statement of Receipts and Disbursements were presented. This document reflects the audited amounts of the fund balances as of April 30, 2025, and the revenues and expenses during FY 2024-25. It is required of the Park District to file this report before the end of the year.

Recommended Action: That the Board of Park Commissioners approves the Annual Treasurer's Report/Annual Statement of Receipts and Disbursements - FY 2024-25 and directs the report to be filed accordingly with the Clerk of Cook County.

C. Discussion/Consideration Regarding Receiving Quotes

Director of Parks and Recreation O'Shaughnessy reported that in 2025 vendors bid or proposals for projects have been difficult to obtain. As a result, the projects are either put on hold, or they do not get accomplished in a timely manner.

The current policy requires three quotations for products and services. Due to these circumstances, it was requested of the Board to waive the three-vendor requirement as per the recommended action to follow:

Recommended Action: That the Board of Park Commissioners approves for a period not to exceed one year the option to waive the three-vendor quote requirement for purchases or projects below the competitive bid threshold under the following criteria:

1. All efforts have been exhausted in obtaining three quotes.
2. History of the vendor working with the Park District or references from other agencies.
3. Researching the quotes to verify they are within industry cost levels
4. Director must approve reducing the vendors below three before bringing them to the Board for consideration.

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. Fence Installation - Homerding Park Sled Hill

Proposals were sought for the installation of fencing at Homerding Park Sled Hill. This is an added amenity approved by the IDNR which can be applied to the OSLAD grant surplus. The proposals were included in the Facility, Parks & Planning section.

Recommended Action: That the Board of Park Commissioners approves the proposal from Cook County Fence Company of Bridgeview, IL for the installation of fencing for the Homerding Park Sled Hill at a cost of \$13,500.00.

C. Meeting with Representatives of MWRD - Altman Park

In speaking with the real estate attorneys from the MWRD, they are very interested in meeting with us to learn more about the future plans for Altman Park. They are very pleased that we have stayed in touch with them as most of their leaseholders do not. I was thinking of setting up a special meeting with the Board for this purpose. It is planned to have some of the MWRD board members attend as well.

Recommended Action: To schedule a Special Meeting with the MWRD to talk about Altman Park.

D. 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.

VII. RECREATION

A. Recreation Department Update

The Recreation Report was included in the meeting information and presented 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 7:16 p.m.



Donald Dambek, President
Board of Park Commissioners



Kelly Pezdek
Finance and Human Resources Manager
Secretary to the Board