



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

**BOARD OF PARK COMMISSIONERS  
REGULAR MEETING  
March 21, 2024  
6:30 p.m.**

***MINUTES***

**I. CALL TO ORDER** - The meeting was called to order at 7:42 p.m. by Vice President Melissa Nagel.

**II. ROLL CALL**

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

Park Commissioners Absent: Mike McElroy (excused).

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

Visitors Present: None.

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**IV. VISITOR AND CITIZEN COMMENTS**

There were no visitors or citizens present.

**V. ADMINISTRATIVE MATTERS/CONSENT AGENDA**

A. Minutes of the Committee of the Whole Meeting - February 15, 2024

B. Minutes of the Regular Meeting - February 15, 2024

C. Disbursements - February	Totaling:	\$ 72,817.46
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D. Payroll	Totaling:	\$ 59,656.35
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| • February 22, 2024: |  | \$ 30,292.87 |
| • March 7, 2024:     |  | \$ 29,363.48 |

E. Financial Reports

**It was moved by Rebecca Roberts, seconded by Kari Lynn Fickes to approve the Administrative Matters/Consent Agenda. Motion was approved 4-0.**

***VI. PRESIDENT'S REPORT***

A. Correspondence

There was no correspondence.

B. Public Recognition

There was no Public Recognition.

***VII. COMMITTEE REPORTS/ACTION***

A. Administration, Finance & Liability

1. Copier/Printer Agreement- Proven IT

**It was moved by Donald Dambek, seconded by Kari Lynn Fickes That the Board of Park Commissioners approves the Lease Agreement with Proven IT for a Toshiba Copier/Printer Model #ESTUDIO5516AC, at a lease rate of \$650 per month for 60 months. Motion was approved 4-0.**

B. Facilities, Parks and Planning

1. Republic Bank Building Loan Application for Terrace Centre Roof

**It was moved by Rebecca Roberts, seconded by Kari Lynn Fickes that the Board of Park Commissioners approves the application for a construction loan through Republic Bank for the maintenance or replacement of the Terrace Centre roof. Motion was approved 4-0.**

2. Professional Roof Consulting Services Agreement - IRSC - Terrace Centre Roof

**It was moved by Donald Dambek, seconded by Rebecca Roberts that the Board of Park Commissioners approves the Agreement with Interstate Roof Systems Consultants, Inc. of Elgin, IL for services related to the maintenance or replacement of the Terrace Centre roof. Motion was approved 3-0.**

3. Professional Services Agreement - Design Perspectives - FY 2024-25

**It was moved by Kari Lynn Fickes, seconded by Donald Dambek that the Board of Park Commissioners enter into a Professional Services Agreement for FY 2024-25 with Design Perspectives of Naperville, IL for the services of two Master Plans and an OSLAD grant application. Motion was approved 4-0.**

C. Recreation

1. Terrace Centre Rental Rates - FY 2024-25

**It was moved by Kari Lynn Fickes, seconded by Rebecca Roberts that the**

**Board of Park Commissioners approves the Terrace Centre Rental Rates for FY 2024-25. Motion was approved 4-0.**

2. Field Reservations Rates - FY 2024-25

**It was moved by Melissa Nagel, seconded by Donald Dambek that the Board of Park Commissioners approves the Field Reservation Rates for FY 2024-25. Motion was approved 4-0.**

3. Shelter Reservation Rates - FY 2024-25

**It was moved by Donald Dambek, seconded by Rebecca Roberts that the Board of Park Commissioners approves the Shelter Reservation Rates for FY 2024-25. Motion was approved 4-0.**

***VIII. DEPARTMENT REPORTS***

A. Recreation

The Recreation Report was included in the board meeting information and presented at the Committee of the Whole Meeting.

B. Parks

The Parks Report was included in the board meeting information and presented at the Committee of the Whole Meeting.

C. Administration

The Administration Report was included in the board meeting information and was presented by Director of Parks and Recreation O'Shaughnessy.

***IX. UNFINISHED BUSINESS***

There was no Unfinished Business.

***X. NEW BUSINESS***

There was no New Business.

***XI. EXECUTIVE SESSION***

**It was moved by Donald Dambek, seconded by Kari Lynn Fickes that the Board of Park Commissioners enter Executive Session for the purpose of discussion of Personnel, 5 ILCS 120/2 (c)(1). Motion was approved 4-0.**

The Executive Session began at 7:57 p.m.

***XII. RECONVENE REGULAR MEETING***

**It was moved by Melissa Nagel, seconded by Rebecca Roberts to reconvene the Regular Board Meeting at 8:05 p.m. Motion was approved 4-0.**

***XIII. ADJOURNMENT OF REGULAR MEETING***

**It was moved by Kari Lynn Fickes, seconded by Rebecca Roberts to adjourn the Regular Board Meeting at 8:05 p.m. Motion was approved 4-0.**



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Melissa Nagel, Vice President  
Board of Park Commissioners



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Kelly Pezdek  
Finance and Human Resources Manager  
Secretary to the Board