



Charles M. Christensen Terrace Centre - Room 101/103 - 11500 S. Beloit Ave - Worth, IL

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

**October 21, 2020**

**6:00 p.m.**

***MINUTES***

***I. CALL TO ORDER*** - The meeting was called to order at 6:04 p.m. by President Paula Marr.

***II. ROLL CALL***

**It was moved by Paula Marr, seconded by Melissa Brancato to allow Mike McElroy, Park Commissioner, and Matt Urban, Park Commissioner, to participate in the Committee of the Whole Meeting via audio conference. Motion was approved 3-0.**

Park Commissioners Present: Paula Marr, Mike McElroy (via audio conference), Melissa Brancato, Dan Feltz and Matt Urban (via audio conference).

Park Commissioners Absent: None

Staff Members Present: Robert O'Shaughnessy, Director of Parks and Recreation; Brian Piszczek, Superintendent of Parks; Stephanie Analitis, Recreation Supervisor; and Kelly Pezdek, Finance and Human Resources Manager and 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 Meeting - September 16, 2020

Regular Board Meeting - September 16, 2020

The September disbursements totaling \$24,741.10 were reviewed by the Park Commissioners.

**Recommended Action: That the Board of Park Commissioners approves the Financial Reports as presented as part of the Administrative Matters/Consent Agenda during the Regular Board Meeting.**

B. Annual Audit- FY 2019-20

Director of Parks and Recreation O' Shaughnessy presented the annual audit for the Park District which was completed by Illinois NFP Audit & Tax, LLP. The audit is an extensive document and details the status of each fund. The summary of the audit results is highlighted on pages 3-8 under the Management's Discussion and Analysis. Overall, the Park District remains in good financial standing which is reflected with an increase in the overall net position of the Park District.

**Recommended Action: That the Board of Park Commissioners approves to place on file the Annual Audit for the Park District, reflecting financial operations during the fiscal year May 1, 2019 - April 30, 2020.**

C. Annual Treasurers Report/Statement of Receipts and Disbursements - FY 2019-20

The Annual Treasurer's Report and Annual Statement of Receipts and Disbursements was presented. This document reflects the audited amounts of the fund balances as of April 30, 2020 and the revenues and expenses during the Fiscal Year 2019-20. It is required of the Park District to file this report 6 months following the end of the fiscal year.

**Recommended Action: That the Board of Park Commissioners approves the Annual Treasurer's Report/Annual Statement of Receipts and Disbursements - FY 2019-20 and directs the report to be filed accordingly with the Clerk of Cook County.**

D. Timeline for Operations Budget - FY 2021-22

Director of Parks and Recreation O'Shaughnessy presented the timeline for the budget process and development for fiscal year 2021-22.

**Recommended Action: That the Board of Park Commissioners approves the Timeline for Operations Budget - Fiscal Year 2021-22.**

E. Resolution No. 2020-03 - IGA - Cook County Coronavirus Relief Funds

Director of Parks and Recreation O'Shaughnessy presented Resolution No. 2020-03 - which establishes an Intergovernmental Agreement with Cook County for Coronavirus Relief Funds. In recent weeks, the County has announced funds available to park districts and libraries for Coronavirus relief. An application for these funds (to include the resolution and IGA) is to be submitted by October 30.

**Recommended Action: That the Board of Park Commissioners approves Resolution No. 2020-03 of the Worth Park District approving an Intergovernmental and Subrecipient Agreement with the County of Cook, Illinois for Coronavirus Relief Funds in the allocation amount of \$5,000.00.**

F. Release of Employee Wage Freeze

Finance and Human Resources Manager Pezdek presented a report and recommendation regarding this subject.

**Recommended Action: That the Board of Park Commissioners release the regular and full-time employee wage freeze (action of April 15, 2020) to include retroactive pay to May 1, 2020.**

G. Agency/Department Goals Review - FY 2019-20

Director of Parks and Recreation O'Shaughnessy presented a review/status of the goals that were presented to the Board for the Fiscal Year 2019-20. Whether goals have been achieved or ongoing are highlighted in red under each. This is an annual part of the Board Meeting each year for the purpose of update and discussion.

**Recommended Action: No action recommended.**

V. ***FACILITY, PARKS & PLANNING***

No Items for Discussion

VI. ***RECREATION***

A. Department Update

Director of Parks and Recreation O'Shaughnessy presented an update on the Recreation Department.

**Recommended Action: No action recommended.**

VII. ***UNFINISHED BUSINESS***

Paula Marr and Dan Feltz informed the Board that they would be scheduling a meeting with the Village President as a follow-up from Commissioners Brancato and McElroy's meeting, for the purpose of keeping an open line of communication with the Village.

VIII. ***NEW BUSINESS***

There was no New Business.

IX. ***ADJOURNMENT***

The Committee of the Whole Meeting adjourned at 6:50 p.m.

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Paula Marr, President  
Board of Park  
Commissioners

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Kelly Pezdek  
Finance and Human Resources Manager  
Secretary to the Board