



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

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

**March 17, 2022**

**6:00 p.m.**

***MINUTES***

**I. *CALL TO ORDER*** - The meeting was called to order at 6:02 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/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 - February 17, 2022

Regular Meeting - February 17, 2022

The February disbursements totaling \$38,873.24 and payroll from February 24, 2022 and March 10, 2022 were reviewed by the Park Commissioners.

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

B. Operations Budget - Tentative - FY 2022-23

The Operation Budget for FY 2022-23 in its tentative form was presented. A copy of the budget was included in the meeting information.

The tentative budget was developed as a balanced budget in both the Corporate and Recreation funds. With the capital projects approved the month prior and the unknown results on two outstanding grant applications, a final budget will be presented in May versus April, in hopes that the grant results will be known.

A tentative Budget & Appropriation Ordinance will be posted and available for public inspection until the final adoption.

**Recommended Action: That the Board of Park Commissioners approves the Operations Budget - Tentative - FY 2022-23.**

V. *FACILITY, PARKS & PLANNING*

A. Master Plan Update Discussion

Discussion continued on a potential referendum for the Park District. A variety of ballot questions used by other Park Districts throughout the state were presented, along with promotional pieces used. It was suggested that a Special Meeting be scheduled for discussion on this topic. The Special Meeting was scheduled for March 31 at 6:00 p.m.

**Recommended Action: No action recommended.**

B. Capital Projects - FY 2022-23

Director of Parks and Recreation O'Shaughnessy presented the proposed capital projects for FY 2022-23. A list of the projects was included in the meeting information. The projects will be funded through the Capital, Corporate, Recreation, Museum and Special Recreation funds.

**Recommended Action: That the Board of Parks and Recreation approve the proposed capital projects or FY 2022-23.**

C. Capital Projects Update - FY 2021-22

The capital projects for the current fiscal year were reviewed.

**Recommended Action: No action recommended.**

D. Parks Department Update

Superintendent of Parks Piszczek presented an update of the Parks Department.

**Recommended Action: No action recommended.**

## VI. RECREATION

### A. Professional Services - Brochure Printing - FY 2022-23

Superintendent of Recreation Analitis presented the 5 quotes received for the printing of the Park District's seasonal brochure. The brochure has been available online over the past year and one half and it was determined to return to a hard copy format to be distributed to all households in the Park District. There are approximately 3,900 households in the Park District. 4,500 brochures will be printed with the overage to be distributed at the Terrace Centre, other community buildings, local businesses and to non-residents. The 5 quotations were included in the meeting information. It was recommended to award this service to American Litho Printing as they quoted the best price and references were outstanding as they have performed similar work in Palos Hills and Oak Forest. This service will be for the Summer 2022, Fall 2022 and Winter/Spring 2022-23 brochures.

**Recommended Action: That the Board of Park Commissioners approves the recommendation for American Litho Printing of Milwaukee, WI, for professional services of brochure printing for FY 2022-23.**

### B. Terrace Centre Rental Rates - FY 2022-23

Superintendent of Recreation Analitis presented the proposed Terrace Centre Rental Rates for FY 2022-23 (included in the meeting information).

**Recommended Action: That the Board of Park Commissioners approves the Terrace Centre Rental Rates for FY 2022-23.**

### C. Field Reservation Rates - FY 2022-23

Superintendent of Recreation Analitis presented the proposed Field Reservation Rates for FY 2022-23 (included in the meeting information).

**Recommended Action: That the Board of Park Commissioners approves the Field Reservation Rates for FY 2022-23.**

### D. Shelter Reservation Rates - FY 2022-23

Superintendent of Recreation Analitis presented the proposed Shelter Reservation Rates for FY 2022-23 (included in the meeting information).

**Recommended Action: That the Board of Park Commissioners approves the Shelter Reservation rates for FY 2022-23.**

### E. Recreation Department Update

Superintendent of Recreation Analitis presented an update of the Recreation Department.

**Recommended Action: No action recommended.**

***VII. UNFINISHED BUSINESS***

There was no Unfinished Business.

***VIII. NEW BUSINESS***

The Board discussed the options for field rental in the area to host our soccer program. This topic of discussion was added to the Special Board Meeting scheduled for March 31, 2022.

***IX. ADJOURNMENT***

The Committee of the Whole Meeting adjourned at 7:29 p.m.

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Mike McElroy, President  
Board of Park Commissioners

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Kelly Pezdek  
Finance and Human Resources Manager  
Secretary to the Board