



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

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

August 21, 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, Melissa Nagel, and Mike McElroy.

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/Board Secretary.

Visitors Present: None

III. VISITOR AND CITIZEN COMMENTS

There were no visitors or citizens present.

IV. ADMINISTRATIVE MATTERS/CONSENT AGENDA

Review of Minutes and Financial Reports

The following minutes were reviewed:

Committee of the Whole Meeting - July 17, 2025

Regular Meeting - July 17, 2025

July disbursements totaling \$49,505.61; the income statement July 31, 2025; P-card expenses of \$8,147.15 for June 2025; and payroll of \$79,878.09 for the periods ending July 24, 2025, and August 7, 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. Resolution No. 2025-03 - Purchasing Guidelines and Procedures Policy

The revised Purchasing Guidelines and Procedures Policy was presented. The revision was generated as a result of the recently signed Public Act 104-0114, which amends the Park District Code to establish separate competitive bidding thresholds for work and supplies and materials. As is noted in the revision:

- the bidding threshold for work remains unchanged at \$30,000.
- the bidding threshold for supplies and materials increases to \$60,000.

Recommended Action: That the Board of Park Commissioners amends and approves the Purchasing Guidelines and Procedures Policy by Resolution No. 2025-03, in response to the enactment of Public Act 104-1104, effective August 1, 2025.

B. General Use Regulations

The document in full is to be reviewed and approved periodically by the Board. There are no amendments being proposed, the document was updated to include the current status and rules on parking, large group gatherings, and motorized vehicles. Due to several updates needed, the item was requested to be tabled until September.

Recommended Action: No Action Recommended

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. 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

Commissioner Roberts presented an update of the Board Development Program. The

entire Board is on track to meet the Master Board Member level by the end of the year.

Commissioner Robers also reported that she will be doing two Distinguished Accreditation reviews this Fall.

IX. NEW BUSINESS

There was no New Business.

X. ADJOURNMENT

The Committee of the Whole Meeting adjourned at 6:45 p.m.



Donald Dambek, President
Board of Park Commissioners



Kelly Pezdek
Finance and Human Resources Manager
Secretary to the Board