



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

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

January 18, 2024

6:00 p.m.

MINUTES

I. *CALL TO ORDER* - The meeting was called to order at 6:01 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 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 - December 21, 2023

Public Hearing - December 21, 2023

Regular Meeting - December 21, 2023

The December disbursements totaling \$123,665.77; the income statement through December 2023; P-card expenses of \$9,335.18; and payroll of \$53,954.96 were reviewed by the Park Commissioners.

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.

B. Revision to Personnel Practices Manual - Section 4.03: Personal Time

Recommended changes to the Personal Time policy were discussed. The existing policy on personal time, the suggested revisions, and a new version of the policy were reviewed. The revisions are being proposed due to the new Paid Leave Act which went into effect on January 1, now requiring all employers to provide this benefit to all employees (full and part-time). Up to mid-December, park districts and school districts were exempt from the Act. But the Cook County used their home rule authority to make the change to now include park and school districts. The policy was reviewed by corporate counsel and is now in line with the required Act.

Because it was such a late ruling by the county board, we were given an exception to have the policy in place by February 1.

Recommended Action: That the Board of Park Commissioners approves the revisions to Section 4.03 of the Personnel Practices Manual to reflect the requirements of the Paid Leave Act, passed by law effective January 1, 2024.

C. Revision to Personnel Practices Manual - Section 4.02: Vacation Leave (Part-time)

The Park District has made a concerted effort to award part-time staff, as they are highly relied upon for programs and services. This was the reason for instituting the Vacation Leave for part-time employees' policy a few years ago.

With the new Paid Leave Act, there is no longer the need to continue this benefit for part-time employees. The provisions under the Leave Act will result in more time for part-time employees versus what is offered presently.

Recommended Action: That the Board of Park Commissioners eliminate Section 4.02 - Vacation Leave for Part-time employees.

D. Local Government Efficiency Report

The final report was included in the meeting information for any last input, edits, etc. before it is to be submitted to Cook County. It is requested that the Board acknowledge the report formally prior to its submission. A new or updated report will not be requested for 10 years.

Recommended Action: That the Board of Park Commissioners approves the Local Government Efficiency Report and directs it to be filed accordingly with Cook County.

V. FACILITY, PARKS & PLANNING

A. Master Plan Update Discussion

Discussion and updates were held on the following items:

1. Homerding Park - Improvements Project
2. Altman Park

3. Lucas-Berg Site
4. Veterans Memorial Park

Recommended Action: No action recommended.

B. Capital Projects Update - FY 2023-24

The Capital Projects from FY 2023-24 were updated to the Board.

Recommended Action: No action recommended.

C. 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.

VI. RECREATION

A. Recreation Department Update

The Recreation Department Report was included in the meeting information and presented by Superintendent of Recreation Analitis.

Recommended Action: No action recommended.

VII. UNFINISHED BUSINESS

There was no Unfinished Business.

VIII. NEW BUSINESS

There was no New Business.

IX. ADJOURNMENT

The Committee of the Whole Meeting adjourned at 6:41 p.m.

Mike McElroy, President
Board of Park Commissioners

Kelly Pezdek
Finance and Human Resources Manager
Secretary to the Board