



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

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

**October 19, 2023**

**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; 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 - September 21, 2023

Regular Meeting - September 21, 2023

The August disbursements totaling \$107,162.53; the income statement through August 31, 2023; P-card expenses of \$6,048.13; and payroll of \$55,429.29 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. Audit - FY 2022-23

The annual audit for the Park District was completed by Illinois NFP Audit & Tax, LLP. A separate email of the audit was sent, and hard copies were distributed. The audit is an extensive document and details the status of each fund. Information and details were presented at the meeting.

**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, 2022 - April 30, 2023.**

C. Annual Treasurer's Report/Statement of Receipts and Disbursements - FY 2022-23

Under the Administration, Finance & Liability section the Annual Treasurer's Report and Annual Statement of Receipts and Disbursements. This document reflects the audited amounts of the fund balances as of April 30, 2023, and the revenues and expenses during FY 2022-23. 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 2022-23 and directs the report to be filed accordingly with the Clerk of Cook County.**

D. Timeline for Operations Budget - FY 2024-25

Director of Parks and Recreation O'Shaughnessy presented the timeline for the budget process and development for FY 2024-25.

**Recommended Action: That the Board of Park Commissioners approves the Timeline for Operations Budget - FY 2024-25.**

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

A. Master Plan Update Discussion

Discussion and updates were held on the following items:

1. PARC Grant Update
2. OSLAD Grant Discussion - Stahlak Park
3. Peaks Park Project
4. Homerding Park - Improvements Project and Ditch Project
5. Altman Park
6. Lucas-Berg Site
7. Veterans Memorial Park

**Recommended Action: No action recommended.**

B. Capital Projects Update - FY 2023-24

Director of Parks and Recreation O'Shaughnessy presented an update on the capital projects for FY 2023-24.

**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.

**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 6:44 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