



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

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

April 17, 2019

6:00 p.m.

MINUTES

I. CALL TO ORDER - The meeting was called to order at 6:00 p.m. by President Paula Marr.

II. ROLL CALL

Park Commissioners Present: Paula Marr, Matt Urban, Melissa Brancato and Mike McElroy.

Park Commissioners Absent: Dan Feltz (excused).

Staff Members Present: Robert O'Shaughnessy, Director of Parks and Recreation, Kara Jelderks, Superintendent of Recreation; Stephanie Analitis, Recreation Supervisor; and Kelly Pezdek, Finance and Human Resources Manager and Board Secretary.

Visitors: None.

III. ADMINISTRATION, FINANCE & LIABILITY

A. Financial Reports

The March disbursements totaled \$106,518.37 were reviewed by the Park Commissioners. The monthly financial report reflected positive cash balances with a balance of 547,466.15 as of April 12, 2019.

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. Operations Budget - Tentative - FY 2019-20

Director of Parks and Recreation O'Shaughnessy presented the tentative operations budget for FY 2019-20. The budget document is the result of all key staff being involved in its creation. As has been a consistent process over the past budget years, the budget has been developed as a balanced budget in both the Corporate and Recreation funds. The budget also reflects as noted in the Capital Projects fund, that a transfer is to be made for capital purposes.

Noting any adjustments in the next 30 days, the process and timeline calls for the budget to be adopted in May.

Recommended Action: That the Board of Park Commissioners approves the Operations Budget - Tentative - Fiscal Year 2019-20.

C. Ordinance 2019-01 - Tentative Budget and Appropriation Ordinance

The Tentative Budget and Appropriation Ordinance reflecting the operation budget amounts were presented. As per the Illinois Park District Code, the Tentative Budget and Appropriation Ordinance must be posted on display and be available for public review for 30 days prior to final approval. A public notice must then be published at least one week prior to the Public Hearing on the ordinance. The Public Hearing will be held prior to the Regular Board Meeting on May 15.

Recommended Action: That the Board of Park Commissioners approve the posting of the Tentative Budget and Appropriation Ordinance as per the Illinois Park District Code, making it available for public review and to publish a Public Notice in regards to the Public Hearing on the ordinance.

D. IT Upgrade - Proven IT Proposal

Finance and Human Resources Manager Pezdek presented a proposal from Proven IT to upgrade the Park District's current IT infrastructure which will include replacing the aging server and firewall appliances with new. The new will be under warranty and have the latest operating system. The cost of the proposal is included the FY 2019-20 Operations Budget.

Recommended Action: That the Board of Park Commissioners approves the proposal from Proven IT to upgrade the Park District's current IT infrastructure which will include replacing the aging server and firewall appliances with new at a cost of \$21,220.42.

IV. FACILITY, PARKS & PLANNING

A. Smile Park Boundary

Director of Parks and Recreation O'Shaughnessy presented to the Board that owner of the property south of Smile Park has sold the property and the new owners were informed that a portion of their property (driveway) was on Park District property. This unofficial transfer or allowance of Park District property was performed nearly 20 years ago without Park Board authorization. There is no impact on the use of the park. In the next 30-60 days, Ancel Glink will draw up a lease for this portion of the property with the intent to not penalize the new home owner who was unaware of this action taken.

Recommended Action: No Action Recommended.

V. RECREATION

No items for discussion this month.

VI. UNFINISHED BUSINESS

There was no Unfinished Business.

VII. NEW BUSINESS

There was no New Business.

VIII. ADJOURNMENT

The Committee of the Whole Meeting adjourned at 6:57 p.m.

Paula Marr, President
Board of Park Commissioners

Kelly Pezdek
Finance and Human Resources Manager
Secretary to the Board