



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

**BOARD OF PARK COMMISSIONERS
REGULAR MEETING**

January 17, 2018

7:00 p.m.

MINUTES

I. CALL TO ORDER - The meeting was called to order at 7:04 p.m. by President Matt Urban.

II. ROLL CALL

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

Park Commissioners Absent: Dan Feltz (with notice)

Staff Members Present: Robert O'Shaughnessy, Director of Parks and Recreation; Steve Werner, Superintendent of Parks; and Kelly Pezdek, Finance and Human Resources Manager and Secretary to the Board.

Staff Members Absent: Kara Jelderks, Superintendent of Recreation

Visitors: None

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. VISITOR AND CITIZEN COMMENTS

None

IV. ADMINISTRATIVE MATTERS/CONSENT AGENDA

A. Minutes of the Committee of the Whole Meeting – December 20, 2017

B. Minutes of the Regular Board Meeting – December 20, 2017

C. Disbursements – December Totaling: \$ 68,787.19

D. Payroll Totaling: \$ 36,995.66

 • December 21, 2017: \$ 19,990.10

 • January 4, 2018: \$ 18,025.17

E. Financial Reports

It was moved by Paula Marr, seconded by Mike McElroy to approve the Administrative Matters/Consent Agenda. Motion was approved 4-0.

V. *PRESIDENT'S REPORT*

A. Correspondence

B. Public Recognition

C.

VI. *COMMITTEE REPORTS/ACTION*

A. Administration, Finance & Liability

1. Driver Qualification and Improvement Policy

It was moved by Melissa Brancato, seconded by Matt Urban that the Board of Park Commissioners approves Driver Qualification and Improvement Policy. Motion was approved 4-0.

2. Ergonomics Policy and Training Guide

It was moved by Mike McElroy, seconded by Paula Marr that the Board of Park Commissioners approves the Ergonomics Policy Training Guide. Motion approved 4-0.

3. Agency and Departments Goals- Fiscal Year 2018-19

It was moved by Melissa Brancato, seconded by Mike McElroy that the Board of Park Commissioners approves the Agency and Department Goals- Fiscal Year 2018-19. Motion approved 4-0.

B. Facilities, Parks and Planning

1. Intergovernmental Agreement- Sheriff's Work Alternative Program (SWAP)

It was moved by Paula Marr, seconded by Matt Urban that the Board of Park Commissioners approves the Intergovernmental Agreement- Sheriff's Work Alternative Program (SWAP). Motion approved 4-0.

C. Recreation, Museum and Marketing

No action needed.

VII. *DEPARTMENT REPORTS*

A. **Superintendent of Recreation Report, Kara Jelderks**

Superintendent of Recreation Jelderks written report was included in the board information.

B. **Superintendent of Parks Report, Steve Werner**

Superintendent of Parks Werner's written report was included in the board information.

C. Director of Parks and Recreation Report, Robert O'Shaughnessy

Director of Parks and Recreation O'Shaughnessy's written report was included in the board information.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

XIII. VISITOR AND CITIZEN COMMENTS

XIV. EXECUTIVE SESSION

XV. RECONVENE REGULAR MEETING

XVI. ADJOURNMENT OF REGULAR MEETING

It was moved by Melissa Brancato, seconded matt Urban to adjourn the Regular Board Meeting at 7:32pm. Motion approved 4-0.

Matt Urban, President
Board of Park Commissioners

Kelly Pezdek
Finance and Human Resources Manager
Board Secretary