



MINUTES

**Regular Meeting of the West Chicago Board of Park Commissioners
in the Park District ARC Center Meeting Room 105
201 W National Street, West Chicago, IL 60185.**

**Tuesday, April 9, 2019
6:30 p.m.**

I. Call to Order and Roll Call

Present were Commissioners Bass, Gunderson, Lenertz, Spencer, Voelz and Zaputil, Director Major, Superintendents Gasparini and Kaspar. Absent was Commissioner Pavlica and Superintendent Hoffmann.

II. Pledge of Allegiance – President Lenertz

III. Presentations

There were no presentations.

IV. Public Comment

There were no members of the public present for public comment.

V. President's Comments

There were no comments from the President.

VI. Approve Meeting Agenda

Commissioner Gunderson motioned to approve the meeting agenda. Commissioner Bass seconded the motion which carried by voice vote.

VII. Consent Agenda

Commissioner Voelz requested the removal of Item D for separate consideration. Item D was so removed.

Commissioner Voelz motioned to approve items A, B, C and E of the Consent Agenda. Commissioner Bass seconded the motion. Roll was called, and motion carried.

Vote:

Yea: Bass, Gunderson, Lenertz, Spencer, Voelz, Zaputil

Nay: 0

Absent: Pavlica

Item D – Employee Policy 9.1; Grievance Process & Procedure was discussed by the Board. A stronger HR presence in the policy was requested as well as a stronger documentation process. Approval of the changes to this policy will be tabled to a later date.

VIII. Expenditures

The Board reviewed the Expenditure Reports for March 2019 with staff.

- Page 32 – Benjamin A. Jimenez (Bass). This expense was for the Bubble Guy, a children’s entertainer for the Day Off School program (Kaspar).
- Page 35 - City of West Chicago (Water Bills) – Why is there a current water bill for Turtle Splash but not for ARC Center (Zaputil). Turtle Splash waster bill is an accurate bill. It is not for usage of water, but rather a fee we incur because the water from the pool does not flow back into the sewer system. I have asked Kolbe Kaspar and Sue DellaFranco to investigate why there was no water bill for the ARC-I will provide an answer shortly. (Hoffmann via email)
- Page 37 – Everest Excavating, Inc. Why did we repair a fire hydrant, do we own them? (Gunderson). The fire hydrant was hit by one of our snow plows, all fire hydrants within the park are privately owned by us (Gasparini).
- Page 41 – WDSRA (Lenertz). Payment for attendance of Commissioners and Staff at WDSRA’s Black and Red Bash (Kaspar).
- Page 50 – Nicor Gas at Kress Creek (Lenertz). This invoice was for 830 Hawthorne and not for Kress Creek. When the accounting for utilities was switched over (when the Accounting Manager retired), it appears the Nicor account for 830 Hawthorne was labeled as Kress Creek. We have corrected this and the correct general ledger accounts were charged so no issues there. (Hoffmann via email).
- Page 56 – Stealth Aerial Imaging, Inc. (Zaputil). Aerial images for marketing purposes (Kaspar).
- Page 72/108 – Wedgewood Construction (Lenertz). The payments to Wedgewood Construction are the final retainer payments from the construction of Toucan’s Hideaway (Hoffmann).

Commissioner Voelz motioned to approve the Expenditure Approval Reports for March 2019. Commissioner Bass seconded the motion. Roll was called, and motion carried.

Vote:

Yea: Bass, Gunderson, Lenertz, Spencer, Voelz, Zaputil

Nay: 0

Absent: Pavlica

IX. Staff Reports

- A. Executive Director – The written report from the Executive Director was delivered to the Board prior to the meeting. Director Major reviewed the report with the Board.
- B. Superintendent of Recreation - The written report from the Superintendent of Recreation was delivered to the Board prior to the meeting. Superintendent Kaspar reviewed the report with the Board.
 - The Board suggested staff reach out to Doug Domeracki and the theatre group downtown in their search for a set designer/builder.
 - The board asked if our marketing team could create “Did you Know” screens for the TV’s at the ARC.
 - The Board inquired of a follow-up meeting with Mr. Carr who attended the March Board Meeting. Superintendent Kaspar will schedule a meeting with Mr. Carr.
 - The Board expressed concern over the legalities of having a catering company renting the kitchen at the ARC. Superintendent Kaspar will reach out to legal counsel.
- C. Superintendent of Parks - The written report from the Superintendent of Parks was delivered to the Board prior to the meeting. Superintendent Gasparini reviewed the report with the Board.

- In addition to the report Superintendent Gasparini provided the Board with a lay out of the solar energy grid which is being proposed at Reed-Keppler Park behind Zone250.

D. Superintendent of Finance - The written report from the Superintendent of Finance was delivered to the Board prior to the meeting.

X. Unfinished Business

There was no Unfinished Business.

XI. New Business

There was no New Business.

XII. Closed Session

Commissioner Gunderson motioned to convene into closed session pursuant to the open meetings Act **Sections 2(c)(1) and 2(c)(16)** at 7:40 p.m.. Commissioner Zaputil seconded the motion. Roll was called, and motion carried.

Vote:

Yea: Bass, Gunderson, Lenertz, Voelz, Zaputil

Nay: 0

Absent: Pavlica, Spencer (Commissioner Spencer had briefly stepped out of the room for a phone call)

XIII. Open Meeting/Call to Order/Roll Call

Commissioner Zaputil motioned to rise from closed session and return to Open Meeting at 9:30 p.m. Commissioner Spencer seconded the motion. Roll was called, and motion carried.

Vote:

Yea: Bass, Gunderson, Lenertz, Spencer, Voelz, Zaputil

Nay: 0

Absent: Pavlica

XIV. Action on Closed Session Items

There was no action taken on closed session items.

XV. Adjourn Open Meeting

There being no further business to come before the Board, Commissioner Zaputil motioned to adjourn the meeting. Commissioner Spencer seconded the motion which carried by voice vote.

The meeting adjourned at 9:31 p.m.

Respectfully Submitted,



Melissa L. Medeiros, Secretary