



## **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, May 14, 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 Hoffmann.

#### **II. Pledge of Allegiance – President Lenertz**

#### **III. Oath of Office**

Secretary Medeiros administered the Oath of Office to:

1. Frank Lenertz
2. Reginald Bass

#### **IV. Intern Introduction**

Secretary Medeiros introduced Alejandro (Alex) Reynaga to the Board. Alex will join the team as the summer intern. Alex graduated from St. Ambrose with a Bachelor's degree and is currently pursuing a Master's degree in Organizational Leadership. Alex is a graduate of West Chicago Community High School and has worked previously at WDSRA. The team is excited to have Alex on board.

#### **V. President's Comments**

There were no comments made by the President

#### **VI. Public Comment**

There were no members of the Public present.

#### **VII. Approve Meeting Agenda**

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

##### **Vote:**

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

No: 0

Absent: 0

#### **VIII. Consent Agenda**

Commissioner Gunderson motioned to approve the Consent Agenda. Commissioner Zaputil seconded the motion. Roll was called, and motion carried.

##### **Vote:**

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

No: 0

Absent: 0

**Consent Agenda items:**

- A. Minutes – April 9, 2019 (Regular Board Meeting)
- B. Minutes – May 7, 2019 (Committee of the Whole Meeting)

**IX. Expenditures**

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

- Page 69/70 - BSN/Passon's/GSC/Conlin Sports - Soccer Goals Cornerstone and Soccer Goals entries (Bass). The BSN bill for soccer goals ended up being a mistake on my end. We did pay it twice because we were given two different invoices. We have a credit and BSN will be sending us a refund so thanks for asking (Gasparini).
- Page 74 – Elevator Inspection Service Co., Inc. (Lenertz). We pay for the inspection and we also pay the state for the certificate (Medeiros).
- Page 76 – Illinois Dept. of Revenue (Lenertz). During the first payroll of 2019 there was a software issue in which no withholding was taken from payroll. There was a 3 day window to correct the issues in which we were unable to meet the deadline and were penalized. The Board asked if the software company was responsible for reimbursing the District. Staff had not inquired of a reimbursement but would if it was the Boards directive. There was no directive to do so. (Hoffmann)
- Page 81 – Nicor Gas at TSPLASH (Bass). The Nicor bill for the pool is correct and covers the months of February and March. It's very comparable to the bill from last April. That is the heater for the filter building. We have to heat that room because of the chemicals, and equipment that stays in the room during the cold (Gasparini).

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

**Vote:**

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

No: 0

Absent: 0

**X. 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. Recreation Department – The written report from the Recreation Department was delivered to the board prior to the meeting. Director Major reviewed the report with the Board.
- 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.
- D. Superintendent of Finance – The written and financial reports were delivered to the Board prior to the meeting. Superintendent Hoffmann reviewed the reports with the Board.

**XI. Unfinished Business**

- A. Commissioner Zaputil motioned to approve the 2020 IMRF Actuarial Determined Rate of 7.64%. Commissioner Bass seconded the motion. Roll was called, and motion carried.

**Vote:**

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

No: 0

Absent: 0

**XII. New Business**

- A. The Board reviewed Ordinance 19-02; Budget and Appropriations Ordinance.

**XIII. Elections**

- A. Secretary Medeiros requested nominations for the position of Board President (2 year term). Commissioner Zaputil nominated Commissioner Lenertz, hearing no other nominations Secretary Medeiros called for a motion to accept Commissioner Lenertz as Board President. Commissioner Zaputil motioned to accept Commissioner Lenertz as Board President. Commissioner Bass seconded the motion. Commissioner Lenertz accepted. Roll was called, and motion carried.

**Vote:**

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

No: 0

Absent: 0

- B. President Lenertz requested nominations for the position of Board Vice President (2 year term). Commissioner Gunderson nominated Commissioner Zaputil, hearing no other nominations President Lenertz called for a motion to accept Commissioner Zaputil as Board Vice President. Commissioner Gunderson motioned to accept Commissioner Zaputil as Board Vice President. Commissioner Bass seconded the motion. Commissioner Zaputil accepted. Roll was called, and motion carried.

**Vote:**

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

No: 0

Absent: 0

**XIV. Appointments**

- A. President Lenertz appointed Superintendent Hoffmann to the position of Treasurer and Commissioner Spencer to the position of Assistant Treasurer (1 year term). Commissioner Voelz motioned to accept appointments. Commissioner Bass seconded the motion. Roll was called, and motion carried.

**Vote:**

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

No: 0

Absent: 0

- B. President Lenertz appointed Office Manager, Medeiros to the position of Secretary and Commissioner Voelz to the position of Assistant Secretary (1 year term). Commissioner Gunderson motioned to accept appointments. Commissioner Zaputil seconded the motion. Roll was called, and motion carried.

**Vote:**

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

No: 0  
Absent: 0

## **XV. Annual Designations**

A. Commissioner Zaputil motioned to accept the Depositories as written.

1. FNBC Bank & Trust
2. Republic Bank
3. ICS Account Banks (accounts administered through Republic Bank)

Commissioner Bass seconded the motion. Roll was called, and motion carried.

**Vote:**

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

No: 0

Absent: 0

B. Commissioner Gunderson motioned to accept Ancel Glink as the District's Legal Counsel. Commissioner Zaputil seconded the motion. Roll was called, and motion carried.

**Vote:**

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

No: 0

Absent: 0

C. Commissioner Gunderson motioned to accept Lauterbach & Amen, LLP as the District's Audit Firm. Commissioner Bass seconded the motion. Roll was called, and motion carried.

**Vote:**

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

No: 0

Absent: 0

## **XVI. Closed Session**

Commissioner Zaputil motioned to convene into closed session pursuant to the Open Meetings Act Section 2(c)1 at 7:24 p.m. Commissioner Gunderson seconded the motion. Roll was called, and motion carried.

**Vote:**

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

No: 0

Absent: 0

## **XVII. Open Meeting/Call to Order/Roll Call**

Commissioner Bass motioned to rise from Closed Session at 8:46 p.m. Commissioner Zaputil seconded the motion. Roll was called, and motion carried.

**Vote:**

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

No: 0

Absent: 0

**XVIII. Action on Closed Session Items**

Commissioner Voelz motioned for approval of the Executive Director's salary of \$125,000.00 to remain the same with a bonus in the amount of \$12,500.00. Commissioner Spencer seconded the motion. Roll was called, and motion carried.

**Vote:**

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

No: 0

Absent: 0

**XIX. Adjourn Open Meeting**

Commissioner Zaputil motioned to adjourn the meeting at 8:51 p.m. Commissioner Bass seconded the motion which carried by voice vote.