



## **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, March 10, 2020  
6:00 p.m.**

#### **I. Call to Order and Roll Call**

The meeting was called to order at 6:00 p.m. Present were Commissioners Bass, Lenertz, Voelz and Zaputil, Director Major, Superintendents Gasparini, Hoffmann and Radun. Absent were Commissioner Driscoll and Spencer

#### **II. Pledge of Allegiance**

#### **III. Presentations**

Sandy Gbur, Executive Director of Western DuPage Special Recreation Association presented information to the Board regarding WDSRA's services to support individuals, strengthen families and build community. The following areas were highlighted:

- New performance appraisal system implemented.
- Expanded leadership team.
- Developed onboarding/talent management.
- Registrations – 2,693 Participations - youngest 2/oldest 84 and special event participation has increased 15%.
- 656 scholarships awarded to 125 individuals totaling \$45,000.
- 3,426 hours donated by 410 volunteers.
- 2 new Trustees joined the Foundation Board.
- WDSRA has been awarded GFOA for the 13<sup>th</sup> year.

President Lenertz and the Board commended WDSRA for its tremendous growth through the years and its service to the resident of our community.

#### **IV. Public Comment**

Superintendent Gasparini introduced Dan Bebe of the West Chicago Garden Club. The Garden Club has worked with the District many years and appreciates the partnership. The Garden Club has recently began assisting the District with significant donations for the use of tree purchases. Mr. Bebe is appreciative of the great relationship the Garden Club has with Superintendent Gasparini and his team. The Board thanked Mr. Bebe for the generous donations and their effort in assisting the District in its arboretum/reforestation efforts.

Ellen Grover of 199 W North Avenue and Ruth Green of 129 W McConnell Ave. addressed the Board regarding the elimination of transportation for the older adult community. There is concern that the programs normally attended will no longer be made available as the attendees will be unable to secure transportation. A great number of individuals look forward to the trips and programs offered and the ability to socialize with others as well as an opportunity to get out of their homes. A great number of them cannot drive and the transportation offered by the District allows them some independence. The Residents requested a revisit of the decision as well as the financial figures of

keeping the transportation. Director Major and President Lenertz stated that while the decision has already been made to eliminate the District transporting individuals, they are exploring other fiscally responsible ways to accommodate which include but are not limited to:

- Cooperative efforts with other Districts
- Vehicle Rental
- Grant Opportunities

**V. President's Comments - None**

**VI. Approve Meeting Agenda**

Commissioner Voelz motioned to approve the Meeting Agenda. Commissioner Zaputil seconded the motion which carried by voice vote.

**Consent Agenda**

Commissioner Bass requested the removals of items C, D and G for separate consideration. The items were so removed. Commissioner Zaputil motioned to approve the Consent Agenda. Commissioner Bass seconded the motion. Roll was called, and motion carried.

**Vote:**

Yea: Bass, Lenertz, Turney, Voelz, Zaputil

No: 0

Absent: Driscoll, Spencer

**Consent Agenda Items:**

- A. Minutes – February 11, 2020 (Regular Board Meeting)
- B. Minutes – March 3, 2020 (Committee of the Whole)
- C. Removed for separate consideration
- D. Removed for separate consideration
- E. Approval of Board meal, lodging and travel expenses totaling \$441.76 for Commissioner Driscoll's 2020 IPRA Conference attendance.
- F. Approval of Board meal expenses totaling \$416.72 for Commissioner Spencer's 2020 IPRA Conference attendance.
- G. Removed for separate consideration
- H. Approval of Board meal and lodging expenses totaling \$365.52 for Commissioner Zaputil's 2019 IPRA Conference attendance.

Commissioner Bass stated that the amounts for items C, D and G were incorrect the corrected amounts are as follows in Bold. Superintendent Hoffmann confirmed the amounts and stated that while the overall amounts have not changed the distribution amongst the Commissioners had. Commissioner Bass motioned to approve adjusted amounts in Consent Agenda items C, D and G previously removed for separate consideration. Commissioner Voelz seconded the motions. Roll was called, and motion carried.

**Vote:**

Yea: Bass, Lenertz, Turney, Voelz, Zaputil

No: 0

Absent: Driscoll, Spencer

**Consent Agenda Items Removed for Separate Consideration:**

- C. Approval of Board meal, lodging and travel expenses totaling \$651.31/**\$675.43** for President Lenertz's 2020 IPRA Conference attendance.
- D. Approval of Board meal, lodging and travel expenses totaling \$501.00/**\$452.76** Commissioner Bass's 2020 IPRA Conference attendance.

G. Approval of Board meal, lodging and travel expenses totaling \$441.74/~~\$465.86~~ for Commissioner Turney's 2020 IPRA Conference attendance.

## **VII. Expenditures**

Commissioner Voelz motioned to approve the February 2020 Expenditures Report. Commissioner Bass seconded the motion. Roll was called, and motion carried.

### **Vote:**

Yea: Bass, Lenertz, Turney, Voelz, Zaputil

No: 0

Absent: Driscoll, Spencer

## **VIII. Staff Reports**

- A. Executive Director – A 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 – A written report from the Recreation Department was delivered to the Board prior to the meeting. Superintendent Radun reviewed the report with the Board.
- C. Superintendent of Parks – A 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 – A written report and financial statements were delivered to the Board prior to the meeting. Superintendent Hoffmann reviewed the reports with the Board.

## **IX. Old Business**

There was no old business brought before the Board.

## **X. New Business**

Commissioner Zaputil motioned to approve the changes to Employee Policy 2.3; Payroll Periods and Payment Procedures. Commissioner Volez seconded the motion. Roll was called, and motion carried.

### **Vote:**

Yea: Bass, Lenertz, Turney, Voelz, Zaputil

No: 0

Absent: Driscoll, Spencer

Commissioner Zaputil motioned to approve the changes to Employee Policy 2.6; Recording of Hours Worked. Commissioner Bass seconded the motion. Roll was called, and motion carried.

### **Vote:**

Yea: Bass, Lenertz, Turney, Voelz, Zaputil

No: 0

Absent: Driscoll, Spencer

Commissioner Bass motioned to cancel the regularly scheduled meeting set to be held March 28, 2020. Commissioner Zaputil seconded the motion. Roll was called, and motion carried.

### **Vote:**

Yea: Bass, Lenertz, Turney, Voelz, Zaputil

No: 0

Absent: Driscoll, Spencer

Commissioner Zaputil motioned to approve the scheduling of a Special Meeting of the Board of Park Commissioners to be held on April 21, 2020 at 6:00 p.m. Commissioner Bass seconded the motion. Roll was called, and motion carried.

Vote:

Yea: Bass, Lenertz, Turney, Voelz, Zaputil

No: 0

Absent: Driscoll, Spencer

## **XI. Closed Session**

Commissioner Zaputil motioned to convene into Closed Session at 7:23 p.m. pursuant to the Open Meetings Act for the following purpose:

- A. Approval of closed meeting minutes or to review them on a semi-annual basis as required (5 ILCS 120/2(c)(2)).
- B. Discussion of the appointment, employment, compensation, discipline, performance and dismissal of specific employees or legal counsel (5 ILCS 120/2(c)(1)).

Commissioner Bass seconded the motion which carried by voice vote.

The Board rose from Closed Session at 8:19 p.m. Present were Commissioners Bass, Driscoll, Lenertz, Spencer, Voelz and Zaputil.

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

The Board rose from Closed Session at 8:19 p.m. Present were Commissioners Bass, Lenertz, Voelz and Zaputil.

## **XIII. Action on Closed Session Items**

Commissioner Zaputil Motioned to accept the Secretary's recommendation that certain minutes remain closed to the public for the purpose of confidentiality to protect the public interest or the privacy of an individual (Exhibit A). Commissioner Bass seconded the motion. Roll was called, and motion carried.

Vote:

Yea: Bass, Lenertz, Turney, Voelz, Zaputil

No: 0

Absent: Driscoll, Spencer

## **XIV. Compensation Review**

There was no discussion or motion concerning compensation of the District's Executive Director.

## **XV. Adjourn Open Meeting**

Commissioner Voelz motioned to adjourn the meeting at 8:24 p.m. Commissioner Bass seconded the motion which carried by voice vote.