



## **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, June 11, 2019  
6:30 p.m.**

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

The meeting was called to order at 6:30 p.m. Present were Commissioners Bass, Gunderson, Lenertz, Voelz and Zaputil, Director Major, Superintendents Gasparini and Hoffmann.

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

#### **III. Public Hearing**

The Board entered into Public Hearing at 6:30 p.m. for Ordinance 19-02; The Combined Budget and Appropriation Ordinance of the West Chicago Park District, DuPage County, Illinois for the fiscal year beginning the first day of May A.D., 2019 and ending on the thirtieth day of April A.D., 2020. President Lenertz requested any member of the public present regarding Ordinance 19-02 to please come forward. There were no members of the public present who wished to address the Board in regards to ordinance 19-02. President Lenertz closed the Public Hearing at 6:32 p.m.

#### **IV. President's Comments**

President Lenertz praised district staff for a job well done during the Hello Summer event. The accolades from the community were amazing and the entire event was amazing.

#### **V. Public Comment - None**

#### **VI. Approve Meeting Agenda**

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

#### **VII. Consent Agenda**

Commissioner Zaputil motioned to approve all items listed under the Consent Agenda. Commissioner Voelz seconded the motion. Roll was called, and motion carried.

#### **Vote:**

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

Nay: 0

Absent: 0

#### **Consent Agenda items:**

- A. Minutes – May 14, 2019 (Regular Board Meeting)
- B. Minutes – June 4, 2019 (Committee of the Whole Meeting)
- C. Travel, Meal & Lodging Expense Reimbursement in the amount of \$252.95 for Park Commissioner Frank Lenertz for attendance at NRPA Conference September 2019.
- D. Changes to Employee Policy 1.2; Non-Discrimination and Anti-Harassment Policy

- E. Changes to Employee Policy 2.2; Fair Labor Standards Act: Overtime & Compensatory Time
- F. Changes to Employee Policy 2.3; Payroll Periods & Payday
- G. Changes to Employee Policy 3.2; Vacation Leave
- H. Changes to Employee Policy 4.13; Expense Reimbursement
- I. Changes to Employee Policy 6.9; Telephone and Cellular Telephone Usage
- J. Changes to Employee Policy 9.1; Grievance Process & Procedure

## **VIII. Expenditures**

The Board reviewed the Expenditures for May 2019 with staff.

Page 70 – Moseley Services for Fitness Center Upholstery – Gunderson/Major. Does this amount cover more than one repair/replacement? Yes, typically when they come out they complete repairs/replacements for multiple items.

Page 71 – Nicor Gas for 830 W Hawthorne – Lenertz/Gasparini. Why is this bill so high, would a composite spray help to reduce the costs? Superintendent Gasparini will look into the cost and benefits of a composite spray.

Page 71 – NuToys for Turtle Splash Canopy – Zaputil/Gasparini. Where did we repair a canopy? A canopy located with-in Toucan's Hideaway. Isn't this under warranty? No, the canopy was existing from at least 20 years ago and was not part of the new Toucans Hideaway construction.

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

### **Vote:**

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

Nay: 0

Absent: 0

## **IX. 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. Director Major 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 report and financial statements with the Board.
  - Recreation Fund Year to Year Comparison Report
  - Revenue/Expense Statement as of 4/30/19
  - Revenue/Expense Statement as of 5/31/19

## **X. Unfinished Business**

- A. Commissioner Gunderson motioned to Ordinance 19-02; The combined budget and appropriation ordinance of the West Chicago Park District, DuPage County, Illinois for fiscal year beginning on the first day of May A.D., 2019 and ending on the thirtieth day of April A.D., 2020. Commissioner Bass seconded the motion. Roll was called, and motion carried.

**Vote:**

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

Nay: 0

Absent: 0

**XI. New Business** - None

**XII. Closed Session** - None

**XIII. Adjourn Open Meeting**

Commissioner Voelz motioned to adjourn the meeting at 8:00 p.m. Commissioner Zaputil seconded the motion which carried by voice vote.