

SUMMIT PARK DISTRICT

Board of Park Commissioners

Special Meeting

Monday, July 22, 2019

Summit Park District SPARK Recreation Center

5700 South Archer Road, Summit, Illinois 60501

I. CALL TO ORDER

The Special Meeting of the Summit Park District's Board of Park Commissioners on Monday, July 22, 2019 was called to Order at 5:08pm.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. ROLL CALL

	Present	Absent
President Tichacek	X	
Vice President Cervantes		X
Commissioner Ponce	X	
Commissioner Santoyo		X
Commissioner Solis	X	

Also in attendance: Executive Director Francis M. Torres and David Gonzales of GW & Associates.

IV. PUBLIC COMMENTS

None

V. NEW BUSINESS

1. Approval for Ordinance No. 2019-2, an Ordinance adopting the combined annual budget and appropriate funds for the Summit Park District, Cook County, Illinois for fiscal year beginning on the first day of May 2019, and ending of the Thirtieth day of April 2020.

President Tichacek requested a motion to approve Ordinance No. 2019-2, an Ordinance adopting the combined annual Budget and appropriate funds for the Summit Park District, Cook County, Illinois for fiscal year beginning on the first day Of May 2019, and ending of the thirtieth day of April 2020.

Commissioner Solis made a motion to approve Ordinance No. 2019-2, an Ordinance adopting the combined Annual Budget and appropriate funds for the Summit Park District, Cook County, Illinois for fiscal year beginning on the First day of May 2019, and ending of the thirtieth day of April 2020.

Motion seconded by Commissioner Ponce

Discussion: None

Roll Call

	<u>Yes</u>	<u>No</u>	<u>Absent</u>
President Tichacek	X		
Vice President Cervantes			X
Commissioner Ponce	X		
Commissioner Santoyo			X
Commissioner Solis	X		

Motion Passed 3-0

SUMMIT PARK DISTRICT

Board of Park Commissioners

Special Meeting - Monday, July 22, 2019, 4:45pm – Page Two

2. Discussion of travel reimbursement for the Summit Park District employees and commissioners.

President Tichacek requested a motion to approve travel reimbursement for the Summit Park District employee and Commissioners.

Commissioner Solis made a motion to approve travel reimbursement for the Summit Park District employee and Commissioners.

Motion seconded by Commissioner Ponce

Discussion: President Tichacek began the discussion regarding how the park district pay for the dinners of staff members And commissioners who attend the annual park district conference. She has directed Andrew P. Pine, attorney for the Park district, to revise the park district's travel reimbursement from and policy. She announced that there is a \$74,00 Per diem for meals and that other expenses must be matched by receipts, which should be turned in attached to the Expense form. These items will be reviewed and then reimbursed by check once approved. The hotels and conference Packets are pre-paid.

Frank Torres suggested that those who missed this year's conference should consider making it to the one next Year, to which Commissioner Ponce also recommended attending the conference, particularly due to the beneficial classes, Vendor exhibits and opportunities to network. All attendees will contribute their experiences to share them among The commissioners within the board packets. President Tichacek mentioned that Mary Borowski, Martha Sonka and Frank Torres like to attend each year and should continue to do so.

3. Discussion on the Summit Park District Ethnic Fest.

President Tichacek requested a motion to approve the Summit Park District Ethnic Fest

Commissioner Solis made a motion to approve the Summit Park District Ethnic Fest

Motion seconded by Commissioner Ponce

Vice President Cervantes was called by the board with Frank Torres phone at 5:15 pm and the board put him on Speakerphone.

President Tichacek announced that the Ethnic Fest is scheduled to be held on September 14, 2019. The budgeted funding For the event is insufficient, so the park district needs to obtain sponsors, which the board is hoping that Martha Sonka Can successfully acquire, she will be placing calls, sending emails, and distributing flyers, and contacting that the park District has worked with in the past, to generate as much financial support as possible. Frank Torres replied that smaller Vendors don't make much money unless they sell alcohol. One method of generating income is to charge fees to event Vendors, unlike what was done for the July 3 event. President Tichacek countered that instead of vendors selling alcohol And giving up a portion of their sales, the park district should charge a \$1,000.00 flat fee, allowing all vendors to make Their money back and build a profit. Frank added that he thinks the fee should be \$100.00 because the vendors don't Make money.

Commissioner Ponce inquired if there was a budget for the Ethnic Fest and what the estimated cost was to host the event Frank replied that this was \$10,000 which encompasses bands, dumpsters, vendors and staff, and there will be a disc jockey To play music. Commissioner Ponce stated that this even needs more time to be planned if it is to be done right. He Organized the last Ethnic Fest and there are a lot of people, resources, and logistics to plan and coordinate.

President Tichacek told the board that the park district does not have any contracts in place for vendors, bands or other Services, and no sponsors, so perhaps the event should be postponed for 2020. Commissioner Ponce stated that

SUMMIT PARK DISTRICT

Board of Park Commissioners

Special Meeting - Monday, July 22, 2019, 4:45pm – Page Three

David Gonzales told him that a \$30,000 festival with corporate sponsorship ends up costing \$10,000.00 due to Communication and follow-up calls. Commissioner Ponce proposed that the park district postpone this event to a later Time, once the park district expenses are fixed, perhaps in January 2020. Because the scheduled date for the event is a Month and a half away, there just isn't enough time to pull it all together. The committees for the festival aren't even In place yet. President Tichacek stated that since there is no food, music, or services committees in place, it may be best to Wait until next year. Commissioner Ponce suggested that the board postpone it for net year, set a budget and work on Getting sponsors.

Frank Torres was under the impression that this event would be a simple event with a few vendors, moon jumps and disc Jockey music, but the board is looking for something larger and more elaborate, which is why the festival is being Estimated at \$30,000.00. An event of this scope will require committees that meet three to four times before the event. Frank suggested rolling Ethnic Fest together with the July 3 event, but the board of commissioner would rather keep them Separate. He added that the park district is going to lose money, regardless of sponsorships.

President Tichacek asked about the cost for the classic car and bike show, which costs \$10,000.00, and whether any Sponsorship were obtained. She also mentioned (along with Vice President Cervantes) that the park district had no Vendor contracts, no committees and that there was no budgeted money for that event. Commissioner Ponce replied That the Ethnic Fest does not have a budget and that \$10,000.00 would have to be found somewhere. Vice President Cervantes recommended that the event should be postponed if there isn't enough time to raise the money.

Roll Call

	<u>Yes</u>	<u>No</u>	<u>Absent</u>
President Tichacek	X		
Vice President Cervantes			X
Commissioner Ponce	X		
Commissioner Santoyo			X
Commissioner Solis	X		

Motion Passed 3-0

VI. ADJOURNMENT

President Tichacek asked for a motion to adjourn.

Commissioner Solis made a motion to adjourn the Special Meeting

Commissioner Ponce seconded the motion.

Discussion: None. Yes - 3, No – 0. Motion to adjourn passed 3-0, meeting adjourned at 5:50 pm.



Patricia Tichacek, Board President



Mary Borowski, Secretary

