

# SUMMIT PARK DISTRICT

## Board of Park Commissioners

Regular Board Meeting - Tuesday, November 12, 2019, 5:00pm

Summit Park District SPARK Recreation Center

5700 South Archer Road, Summit, Illinois 60501

---

### I. CALL TO ORDER

The Regular Meeting of the Summit Park District's Board of Park Commissioners on Tuesday, November 12, 2019 was called to order at 5:00 pm

---

### II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

---

### III. ROLL CALL

	<u>Present</u>	<u>Absent</u>
President Tichacek	X	
Vice President Cervantes		X
Commissioner Ponce	X	
Commissioner Santoyo		X
Commissioner Solis	X	

Also, in attendance: Executive Director Francis M. Torres, Dave Gonzales of GW Associates, Lt. Ed Zeman and Officer Bob Raica Of the Summit Police Department, as well as citizens Jonathan Romero, Juan Miguel Sr. and Juan Miguel Jr.

---

### IV. PUBLIC COMMENTS

None

---

### X V. SECRETARY'S REPORT

1. Approval of Minutes of the Regular Board Meeting of Tuesday, October 8, 2019

President Tichacek requested a motion to approve the Minutes of the Regular Board Meeting of Tuesday, October 8, 2019

Commissioner Solis made a motion to approve the Minutes of the Regular Board Meeting of Tuesday, October 8, 2019

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

Regular Board Meeting - Tuesday, November 12, 2019, 5:00 pm – Page Two

---

### VI. TREASURE'S REPORT

1. Approval of Voucher List of October 7, 2019 to November 8, 2019 \$23,896.65

President Tichacek requested a motion to approve the Voucher List of October 7, 2019 to November 8, 2019 \$23,896.65

Commissioner Ponce made a motion to approve the Voucher List of October 7, 2019 to November 8, 2019 \$23,896.65

Motion seconded by Commissioner Solis

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

2. Approval of Payroll of October 15, 2019 \$10,181.05 and October 31, 2019 \$10,668.06

President Tichacek requested a motion to approve the Payroll of October 15, 2019 and October 31, 2019

Commissioner Solis made a motion to approve the Payroll of October 15, 2019 \$10,181.05 \$10,668.06

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

---

### VII. EXECUTIVE SESSION

President Tichacek announced that there would be no executive session at this meeting.

# SUMMIT PARK DISTRICT

## Board of Park Commissioners

Regular Board Meeting - Tuesday, November 12, 2019, 5:00 pm – Page Three

---

### VIII. NEW BUSINESS

1. Discussion with Chief John Kosmowski and the Park District Board of Commissioners

Discussion Chief Kosmowski did not attend the meeting, sending Lt. Ed Zeman and Officer Bob Raica in his place instead. President Tichacek had extended the invitation to discuss the security that the Summit Police department provides to the Summit Park District. Her first topic was an inquiry to how the police department wishes to be contacted in all dealings with the park district. After introducing themselves as colleagues in the department. Where Ed Zeman is the watch commander, they responded to her inquiry that the police department would suggest contacting them from the very moment any events are scheduled that will need security. In these cases, auxiliary police will be assigned to these events. Lt Zeman requested that officers should be scheduled a minimum of four hours for each event due to the travel burden many of them will have. If no one else is available or someone calls in sick, Officer Raica can fill in since he lives close to the park. Commissioner Solis asked if officers will stay the whole time. Officer Raica replied that officers will stay the minimum of four hours, but anything shorter than that will not have an officer present.

Frank Torres mentioned that events, such as the pro wrestling match that was supposed to take place in November (but was cancelled) the July 3 fireworks show, would be when the park district needs security. President Tichacek added that the park regularly gets rentals that serve liquor where police will be needed. Frank also said that some events come together at the last minute, including less than a week ahead of time, and the park district needs to be able to contact the police department to assist with security. Officer Raica reiterated that the two weeks' notice would still be necessary due to the difficulty of scheduling officers who don't live near the park district. Any requests should be made as soon as possible directly to Lt. Zeman or Officer Raica by email (the email was provided to the board).

Commissioner Ponce suggested that the park district institute a policy that requires a minimum of two advance scheduling for any events that will have liquor served. This will ensure that there is ample time to request police assistance for security. It was also suggested that there should be two officers is sufficient for those with fewer people. Ponce inquired as to the availability of police security during summer soccer games and whether summer vacations would interfere with officer availability. Lt. Zeman replied that with two weeks' notice, or even if the park district could provide a schedule of the games in advance, he will make sure that an officer is present at these games.

President Tichacek brought up an ongoing issue with people bringing outside liquor to summer soccer games, which largely goes unaddressed because the park district no longer uses private security. But even when private security was present, their authority was limited and people who would drink during these games were causing issues. This would result in disturbances that only rarely got addressed by time a police officer would end up on the scene. The park district would rather have enforcement of the alcohol policies than altercations and arrests.

Officer Raica notified the board that these part-time officers are paid \$17.00 per hour, much less than the \$20.00 an hour they would receive on a full-time basis. Officers paid at the full-time rate would be much more inclined to work these kind of events. If an officer is paid \$17.00 per hour, the park district will be billed at \$20.00 per hour with the \$3.00 per hour with the \$3.00 difference going to the village. If an officer is paid \$20.00 per hour, the park district will be billed at \$23.00 per hour with the same \$3.00 difference going to the village. If the money is not in the park district's budget, Officer Raica suggested that perhaps the extra cost can be passed to the renters. President Tichacek and Frank Torres replied that the money is indeed in the budget.

President Tichacek and Frank Torres discussed having Andrew S. Paine of Tressler LLC to make a contract that establishes the full-time and part-time officer pay rates for security for the July 3 fireworks, car shows, rentals serving liquor and other park district events. This contract shall be reviewed by all board members and presented to Chief John Kosmowski by January 1, 2020.

# SUMMIT PARK DISTRICT

## Board of Park Commissioners

Regular Board Meeting - Tuesday, November 12, 2019 5:00 pm – Page Four

---

2. Approval of Ordinance No 2019-3, an ordinance providing for the issue of \$276,000.00 taxable general limited tax bonds, Series 2019, of the Summit Park District, Cook County, Illinois, for the levy of a direct annual tax sufficient to pay the Principal and interest on said bonds and approving a tax escrow agreement.

President Tichacek requested a motion to approve Ordinance No. 2019-3, an ordinance providing for the issue of \$276,000.00 taxable general limited tax bonds, series 2019, of the Summit Park District, Cook County Illinois, for the levy of A direct annual tax sufficient to pay the principal and interest on said bonds and approving a tax escrow agreement.

Commissioner Ponce made a motion to approve Ordinance No. 2019-3, An ordinance providing for the issue of \$276,000.00 taxable general limited tax bonds, series 2019, of the summit Park District, Cook County, Illinois, for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and approving a tax escrow agreement.

Motion seconded by Commissioner Solis

### Roll Call

	Yes	<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

3. Approval of the Summit Park District 2019 Tentative Tax Levy.

Discussion: Dave Gonzales of GW & Associates asked the board to turn to the last page of the 2019 proposed tax levy. He stated: "Provided is the proposed Estimated tax levy for 2019. The Corporate and Recreation Funds have been running yearly deficits and the 2019 levy proposal will allow the corporate Fund to increase its levy by \$49, 878.00 and the Recreation Fund to increase its levy by \$46,396.00. The proposed 2019 levy will decrease some funds that have enough fund balance reserve to pay for their annual estimated expenditures. The IMRF fund levy will be reduced by \$25,071.00, The Social Security Fund levy will be reduced by \$34,94.00, and the Liability Insurance Fund levy will be reduced by \$25,071.00. The Police Fund levy will decrease by \$52.00, and Lighting &Paving will increase by \$486.00. The Park District Levy increase (exclusive of debt levy) is limited to the lessor of 5% or CPI (Consumer Price Index) for 2019. We expect CPPI (Commercial Property Prices Index) for 2019 to be no more than #%. The proposed increased in the levy (exclusive of debt) is \$12,607.00 This represents an increase of 2.5%. The debt levy is expected to remain the same as the 2018 levy Of \$294,397.00 The 2019 overall, tentative levy is \$813,397.00. Which will result in an overall increase of 1.6% from 2018 Which will result in an overall increase of 1.6% from 2018 levy.

President Tichacek requested a motion to approve the Summit Park District 2019 Tentative Tax Levy.

Commissioner Solis made a motion to approve the Summit Park District 2019 Tentative Tax Levy.

Motion seconded by Commissioner Ponce

# SUMMIT PARK DISTRICT

## Board of Park Commissioners

Regular Board Meeting - Tuesday, November 12, 2019 5:00 pm – Page Five

---

### Roll Call

	Yes	<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

4. Discussion and Action on the Summit Park District continuing to have wrestling events

President Tichacek stated that this topic will be tabled until the next month's board meeting.

5. Approval of promoting Juan Miguel from part-time to full-time employment.

Discussion: President Tichacek would like to see Juan Miguel move from part-time to full-time due to her desire that Juan reorganize and/or replace the office filing system. She also wants him to obtain and implement the state guidelines for storage and destruction of records. She doesn't believe that contracts can currently be found in the office. Dave Gonzales added that he has the state guidelines and can get them to Juan. Commissioner Solis asked if another person is really Needed in the administration office, but President Tichacek said that the hours he will be working on a full-time basis will be more cost-effective. Frank Torres added that Miguel is an exceptional asset to use and troubleshooting computers throughout the office.

President Tichacek requested a motion to promote Juan Miguel from part-time to full-time employment.

Commissioner Ponce made the motion to promote Juan Miguel from part-time to full-time employment.

Motion seconded by Commissioner Solis.

### Roll Call

	Yes	<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

6. Approval of renewing the Summit Park District insurance coverage with Conner & Gallaher One Source for 2019-2020.

Discussion: Frank commented that there is a 9% reduction in the insurance premium from 2019 to 2020

President Tichacek requested a motion to renew the Summit Park District insurance coverage with Conner & Gallaher One Source for 2019 – 2020

Commissioner Ponce made a motion to renew the Summit Park District insurance coverage with Conner & Gallagher One Source for 2019-2020.

**SUMMIT PARK DISTRICT**  
**Board of Park Commissioners**

Regular Board Meeting - Tuesday, November 12, 2019 5:00 pm – Page Six

---

Motion seconded by Commissioner Solis

Roll Call

	Yes	No	Absent
President Tichacek	X		
Vice President Cervantes			X
Commissioner Ponce	X		
Commissioner Santoyo			X
Commissioner Solis	X		

Motion Passed 3-0

---

**IX. EXECUTIVE DIRECTORS'S REPORT**

None

---

**X. STAFF REPORT**

Staff reports were included in the Board Packets

---

**XI. COMMISSIONERS REPORTS**

None

---

**XII. ADJOURNMENT**

President Tichacek asked for a motion to adjourn.

Commissioner Ponce made a motion to adjourn the Regular Meeting

Commissioner Solis seconded the motion.

Discussion: None. Yes – 3, No- 0. Motion to adjourn passed 3-0, meeting adjourned at 5:59 pm



Patricia Tichacek, Board President



Mary Borowski, Secretary

