

**SUMMIT PARK DISTRICT**  
**Board of Park Commissioners**  
**Regular Meeting**  
**Tuesday, March 12, 2019, 5:00 pm**  
**Summit Park District SPARK Recreation Center**

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**I. CALL TO ORDER**

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

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**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

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**III. ROLL CALL**

|                          | <u>Present</u> | <u>Absent</u> |
|--------------------------|----------------|---------------|
| President Tichacek       | X              |               |
| Vice President Cervantes | X              |               |
| Commissioner Mundy       |                | X             |
| Commissioner Ponce       | X              |               |
| Commissioner Santoyo     | X              |               |

Also, in attendance: Executive Director Francis M. Torres and local citizen Maribel Solis.

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**IV. PUBLIC COMMENTS**

None

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**V. SECRETARY'S REPORT**

1. Approval of Minutes of the Regular Board Meeting of Tuesday, February 12, 2019

President Tichacek requested a motion to approve the Minutes of the Regular Board Meeting of Tuesday, February 12, 2019

Commissioner Santoyo made a motion to approve the Minutes of the Regular Board Meeting Of Tuesday, February 12, 2019

Motion seconded by Vice President Cervantes

Discussion: None

Roll Call

|                          | <u>Yes</u> | <u>No</u> | <u>Absent</u> |
|--------------------------|------------|-----------|---------------|
| President Tichacek       | X          |           |               |
| Vice President Cervantes | X          |           |               |
| Commissioner Mundy       |            |           | X             |
| Commissioner Ponce       | X          |           |               |
| Commissioner Santoyo     | X          |           |               |

Motion Passed 4-0

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### VI. TREASURE'S REPORT

1. Approval of Voucher List of February 7, 2019 to March 6, 2019 \$115,332.32

President Tichacek requested a motion to approve the Voucher List of February 7, 2019 to March 6, 2019 \$115,332.32

Vice President Cervantes made a motion to approve the Voucher List of February 7, 2019 to March 6, 2019 \$115,332.32

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 Munday      |            |           | X             |
| Commissioner Ponce       | X          |           |               |
| Commissioner Santoyo     | X          |           |               |

Motion Passed 4-0

2. Approval of Payroll of February 15, 2019 \$11,600.65 and February 28, \$10,758.70

President Tichacek requested a motion to approve the Payroll of February 15, 2019 \$11,600.65 and February 28, 2019 \$10,758.70

Vice President Cervantes made a motion to approve the Payroll of February 15, 2019 \$11,600.65 and February 28, 2019 \$10,758.70

Motion seconded by Commissioner Santoyo

Discussion: None

Roll Call

|                          | <u>Yes</u> | <u>No</u> | <u>Absent</u> |
|--------------------------|------------|-----------|---------------|
| President Tichacek       | X          |           |               |
| Vice President Cervantes | X          |           |               |
| Commissioner Mundy       |            |           | X             |
| Commissioner Ponce       | X          |           |               |
| Commissioner Santoyo     | X          |           |               |

Motion Passed 4-0

3. Financial report given by GW & Associates was not given today.

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### VII. NEW BUSINESS

1. Discussion Czechoslovak by United Moravian Societies at Summit Park

Frank Torres reiterated the previous meeting's vote for the July 28, 2019 Czechoslovak Fest. The topic at hand today was their sister organization, who was presenting a proposal to have their event held at the park district on June 1, 2019 from 11:00 am to 10:30 pm. Mr. Mike Drake is the person in charge of both events. This upcoming event will feature food, beverages and entertainment. Frank asked the board to provide their direction and approval to use the standard contract that he received from the park district's attorney. The park district will charge United Moravian Societies a fee of \$1,000.00 for use of the larger shelter and surrounding grassy area for the one-day event. This event will serve beer and Mr. Drake will obtain a village liquor license. They are not allowed to charge for parking.

President Tichacek requested a motion to approve that Frank drew up a contract for the United Moravian Societies on June 1, 2019.

Commissioner Santoyo made a motion to approve that Frank draw up a contract for the United Moravian Societies on June 1, 2019.

Motion seconded by Vice President Cervantes

Discussion: None

Roll Call

|                          | <u>Yes</u> | <u>No</u> | <u>Absent</u> |
|--------------------------|------------|-----------|---------------|
| President Tichacek       | X          |           |               |
| Vice President Cervantes | X          |           |               |
| Commissioner Mundy       |            |           | X             |
| Commissioner Ponce       | X          |           |               |
| Commissioner Santoyo     | X          |           |               |

Motion Passed 4-0

2. Discussion Saint Geronimo Picnic at Summit Park

Frank Torres notified the board that a representative from Saint Geronimo came by the park district office to provide information on this event, which was also conveyed in a handout given to all the board members. This Group has been here three years and the organization raise money to purchase wheelchairs for peoples in need

Commissioner Ponce mentioned that this event if free to the community, offers free food and makes its money from The beer sales. Frank added that the details in their proposal will be added to their contract, along with appropriate Stipulations for this one-day event on Saturday, September 7, 2019.

President Tichacek requested a motion to draw up a contract for the Saint Geronimo Picnic at Summit Park.

Vice President Cervantes made a motion to draw up a contract for the Saint Geronimo Picnic at Summit Park  
Motion seconded by Commissioner Ponce.

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Discussion: None

### Roll Call

|                          | <u>Yes</u> | <u>No</u> | <u>Absent</u> |
|--------------------------|------------|-----------|---------------|
| President Tichacek       | X          |           |               |
| Vice President Cervantes | X          |           |               |
| Commissioner Mundy       |            |           | X             |
| Commissioner Ponce       | X          |           |               |
| Commissioner Santoyo     | X          |           |               |

Motion Passed 4-0

### 3. Discussion Summit Park donation a tree in the name of Fire Chief John Nemeth

President Tichacek announced her desire for a memorial donation of a tree in the name of Fire Chief John Nemeth to honor his long-time service to the community. She wants to plant the memorial tree in Legion Park and said that the fire department should be notified when the tree-planting ceremony will take place.

President Tichacek requested a motion to approve the donation of a tree by Summit Park in the name of Chief John Nemeth.

Vice President Cervantes made a motion to approve the donation of the tree by Summit Park in the name of Fire Chief John Nemeth.

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 Mundy       |            |           | X             |
| Commissioner Ponce       | X          |           |               |
| Commissioner Santoyo     | X          |           |               |

Motion Passed 4-0

## VIII. EXECUTIVE DIRECTOR'S REPORT

Frank Torres announced that, as of March 11, 2019, the new park district website went live, and asked that the board members check it out when they have an opportunity. Frank and the web designer conducted some functionality testing on the new site to evaluate its handling of park district classes, open gym periods, news articles and staff photos. He also mentioned that the new website was announced on the on the park district's Facebook page and asked the board provide ideas about the website to him.

The Board of Commissioners of the Summit Park District directed Executive Director Frank Torres to assist the Justice Park District with the administrative duties as it relates to the day -to- day operations and programs of their Park district. Also invite the Justice residents to the Summit Park District programs and classes at residents' rate.

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He stated that Martha Sonka has obtained \$5,700.00 in local sponsorships to aid in publishing the park district Newsletter, which will be produced soon. Martha and Scott Sonka have also donated brown fleece jackets to the district park staff, which the park district paid to have the new logo embroidered.

President Tichacek asked Frank to tell the board about his meeting with Jerry Hurckos regarding the warning centers. Frank stated that he asked the park to open as a warning center for the community, there were approximately 20 to 30 people using the gym, so he decided to call a meeting with the village. He invited the library, school district, village officials, church pastors, Summit Township Attorney Carlos Aparicio, Sam Krneta and the park district's insurance representative. In summary, it was decided that the park district will be a warning center and have a place to be proactive rather than reactive. Frank will be sending out a synopsis of the meeting and the park district's attorney will be developing an appropriate policy to ensure proper liability protection for the park district. President Tichacek added that Frank should collaborate with Jerry to ensure that the warming center plan accounts for proper levels of staffing, food and other resources.

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**IX. STAFF REPORTS**

Staff reports were included in the Board Packets.

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**X. COMMISSIONERS REPORTS**

President Tichecek asked Maribel Solis to find out when the Village of Summit will release its next community development Grant, which the park district will be pursuing.

Vice President Cervantes observed that an area of the park district has an area that gets flooded on a regular basis, to which Frank replied that Sam Krneta is currently evaluating possible solutions.

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**XI. ADJOURNMENT**

President Tichacek asked for a motion to adjourn.

Vice President Cervantes made a motion to adjourn the Regular Board Meeting.

Commissioner Ponce seconded the motion.

Discussion: None Yes – 4, No – 0. Motion to adjourn passed 4-0, meeting adjourned at 5:32 pm.



Patricia Tichacek, Board President



Mary Borowski, Secretary