

**Minutes of the Regular Board Meeting
July 9, 2014
6:00 pm**

Agenda Item #1 Call to Order

President Main called the meeting to order at 6:00pm

Agenda Item #2 Roll Call

Comm. Bernas, Comm. Long, Comm. Main, Comm. Smith
Staff present: Ron Gunter, Director, Bob Fleck, Supt. of Parks & Planning, Kim Baxter, Supt. of Recreation, Sharon Macak, Supt. of Finance, Steve Golembiewski, Asst. Supt. of Recreation, Keith Johnson, Greens Supt., Craig Grember, Golf Course Manager, Rick Ricksecker, Fitness Club Manager, Joel Hymen, IT & Rec Supervisor, Kevin Siewak, Athletics Coordinator, Lenore Farmer, Admin. Asst., Britta Wipperfurth, Intern

Agenda Item #3 Consent Agenda

- a. Regular Board Meeting Minutes – June 11, 2014
- b. Claims Ordinance – July 9, 2014

Comm. Main called for a motion to approve the Consent Agenda.

Motion was made by Comm. Smith and seconded by Comm. Long to approve the Consent Agenda.

Roll Call: Ayes 4 Nays 0 Absent 1
Motion Carried.

Agenda Item #4 Open Forum and Correspondence

a. General Public

There was no one present from the General Public.

b. Written

Ron read a letter addressed to Ty Warner written by a Westmont resident. The letter had many favorable comments about how beautiful and well-maintained Ty Warner Park is and about the new sculpture.

Agenda Item #5 Fitness Club

a. Renovations and Repairs

Slides were shown of the new improvements made during the annual cleaning and maintenance closing the first week of July. Improvements include new wood floor in the

saunas, three new elliptical machines and a new floor in the cardio room, and a new storage closet on the east wall of the gym

b. Fitness Club Update

Rick stated that members really appreciate the thorough cleaning and new equipment every year. He reported that there is a new contract with the old housekeeping company, AM Brick. Also, there was discussion about improving the front entrance.

Agenda Item #6 Unfinished Business

a. July 4th Recap of Activities

Sharon complemented the staff and volunteers on a job well done. She provided gross revenues, which totaled \$14,656. The net revenues will be reported at the August meeting. Kim reported that Alice is currently collecting budget information from staff, which will also be finalized at the August meeting, and she sold out of Barnyard Bingo deeds. Kim noted that additional signage is needed at the food and beer tents. This year pre-recorded informational announcements were broadcast on a sound system heard throughout the park. Kim reported that the only incident was a broken wrist, according to the police and fire departments. Ron reported that Ty Warner arrived at approximately 9pm and watched from his building. At the event, Comm. Main introduced Congressman Peter Roskam and Representative Patti Bellock and they assisted with cutting the Happy Birthday America cake. She noted that they both made positive remarks about the event.

b. Application for OSLAD Development Grant – South Wilmette Property

Bob reported that the grant was submitted on June 30. We have been assigned a grant administrator and we will find out in September if we have made the cut. There was discussion about the grant for the new building at Ty Warner Park and Ron does not think that we will get that grant.

c. State of Illinois Youth Jobs Update

Bob reported that seven youths have been hired and most are working with maintenance. He will hire one more boy, bringing the total to eight.

d. Park Projects Update

Bob wants to build a party rental cabana at the Spray Park, which Bob Heiden can build. Bob stated that this structure is needed due to the huge demand for party rentals at the Spray Park and it will be a new revenue source. It will be used only for rentals and will be located on the east side of the Spray Park, in the grass area. Bob explained that it will be able to house up to 30 people and it will have a beach look, with three sides. It will be constructed of steel beams, fabric sides and steel pallets for the back and roof. According to Bob, Park Patrol now has rental permits to issue to large groups that just show up at our park pavilions. So far, they have collected from three groups. Regarding the shower at the Spray Park, Bob explained that there have been difficulties with getting the order correct from Rain Drop, who we purchased it from. It has been sent back to get completely modified.

The Board expressed concern about the Spray Park not working. Bob explained that debris, like cottonwood seeds, can impede the flow of water. After it was thoroughly cleaned and removed of debris, it is working better. Bob explained that we need more maintenance on the Spray Park and Steve has informed his staff that they need to assist with cleaning. Bob stated that a good cleaning takes about two hours and it should be done about every two to three weeks.

Hacienda Landscaping has replaced Kay-Jay Construction for the Rotary Park playground replacement and they will match Kay-Jay's low bid of \$68,000. Bob stated that we did try to cash the bid bond but it was returned "account closed." The Board is in agreement that we should pursue this matter, so Bob will consult Ken Kubisa. Thus far, \$287 has been spent with Ken reviewing the situation and writing the letter to Kay-Jay.

d. Other

Bob investigated fence issues at several parks. At Ty Warner, the problem is not the fences, but the settling of the courts. Peerless Fence will break up the existing caps for a temporary fix at a cost of \$516. At Fritz Werley, the backstop is fine but the fencing at the foul line and players benches needs work. The cost is \$9,000. Bob stated that we can work on the benches ourselves. Only a small amount of work needs to be done at Kiwanis, for a cost of \$792. At Sentinel Park, all of the fencing will be removed and the park will be all grass. The work will be done by staff. Bob stated that all programmed activities will be removed from neighborhood parks.

Motion was made by Comm. Long and seconded by Comm. Bernas to accept the three repair items for fencing as presented by Bob Fleck.

Roll Call: Ayes 4 Nays 0 Absent 1
Motion Carried.

Agenda Item #7 New Business

a. 2014-2015 Insurance Renewal

The Board was presented with the 2014-2015 IPARKS Insurance Renewal. Bob explained that the premium is up approximately 4%, due to the addition of one piece of property and three new vehicles.

Comm. Main called for a motion to accept the 2014-2015 Insurance Renewal.

Motion was made by Comm. Smith and seconded by Comm. Bernas to accept the 2014-2015 Insurance Renewal.

Roll Call: Ayes 4 Nays 0 Absent 1
Motion Carried.

b. 2014 National Congress

The National Congress will be held Oct. 14-16, in Charlotte, NC. And hotel rooms have been reserved. Ron advised the Board to make their flight reservations and to register by August 1.

c. Twin Lakes Golf Course Update

Craig reported that the Junior Golf League continues to be successful and there are many new golfers this year. There are 400 golfers this year, which is an increase from last year. Craig explained that concessions and beverages are doing well but rounds of golf are down from last year. He said that there are outings in July and August which should help the numbers.

d. There was no other new business.

Agenda Item #8 Staff Reports

Steve reported that the PVPN theatre group performed the musical "13" at the end of June and they are currently rehearsing for the Performance in the Park: Shakespeare in the Park. PVPN will also have their Steak Feed Dinner fundraiser event on Saturday, August 9 at Ty Warner Park. Other upcoming events include Movies in the Park on July 18 and August 1, a community blood drive and Teen Olympics.

Kevin reported that many of his programs are wrapping up. Registration continues for Wildcats Football and Cheer. The Wildcats Board will be promoting the program at the Taste of Westmont. Practice will begin on July 28 and games are scheduled to begin in late August.

The WCC Gym will be resurfaced beginning August 11. The work will take three days but the gym will be closed for seven days.

Kim explained that Cindy Bump was having vision problems and could not attend the meeting. Diane Doll was recently hired to work evenings and alternate Saturdays in the WCC Office. Kim reported that she continues to review outstanding balances on a regular basis and she will be making some additions and adjustments to the signage for next year's July 4th event. In her work with the Chamber, she has switched from the Tourism and Events Committee to the Education and Awards Committee; Steve is now working with Tourism and Events.

Joel explained that our phone system can be set up with special informational recordings, which was recently done to provide information for the July 4th event. He reported that the new Wi-Fi is set up at the Fitness Club and he rewired the treadmills after the new floor was installed in the cardio room. The new projector is installed and in use in the Linden Room. He explained that a laptop or iPad can run a slide show. He stated that internet speed was upgraded at the Fitness Club and the Administrative Building will get upgraded next.

Sharon reviewed the Cash & Investment Balances as of June 30, 2014. She reported that we have over 4 million in the money market account and 2 CD's will mature on July 16 and 30. She intended to provide a statement with transfer history, but a complete statement was not available so she provided current transfer activity from an on-line statement. Sharon thanked Britta, our intern, for her assistance this summer and she said that with Britta's help she was able to get a jump-start on the August audit.

Comm. Main invited Britta to speak and Comm. Bernas complimented her work at the July 4th event. Comm. Smith asked her what she will take away from her internship this summer and Britta said she learned everything is a team effort.

Keith had nothing additional to report.

Agenda Item #9 Adjournment

Comm. Main called for a motion to adjourn the regular session.

Motion was made by Comm. Smith and seconded by Comm. Bernas to adjourn the regular session.

Roll Call: Ayes 4 Nays 0 Absent 1
Motion Carried.

Meeting was adjourned at 7:20pm