



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Administrative/Senior Center
55 E. Richmond St., Westmont, IL 60559
October 12, 2016, 6:00 pm**

Agenda Item #1 Call to Order

President Main called the meeting to order at 6:10 pm

Agenda Item #2 Roll Call

Comm. Flynn, Comm. Karesh, Comm. Long, Comm. Main
Staff Present: Bob Fleck, Executive Director, Sharon Macak, Supt. of Finance,
Steve Golembiewski, Supt. of Recreation, Joel Hymen, Supt. of Revenue Facilities & IT,
Ben Grimme, Supt. of Parks & Golf Course, Alice Krampits, Senior/Special Events
Coordinator, John Chorney, Parks & Facilities Foreman, Nicolette Jerik, Recreation
Coordinator, Cindy Bump, Preschool Director, Craig Grember, Golf Course Manager,
Lenore Farmer, Office Manager, Kyle Madeja, Athletics Coordinator,
Steve Adams, Attorney
Guests: Jim Addington, Westmont Lions Club, Tom Chapman, Financial Advisor,
Ron Gunter, Mayor of Westmont, Steve May, Village Manager, John Yeater,
Village Forester, Jill Ziegler, Community Development Director

Agenda Item #3 Pledge of Allegiance

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – September 14, 2016
- b. Special Board Meeting Minutes – September 28, 2016
- c. Claims Ordinance – October 12, 2016

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

Motion was made by Comm. Karesh and seconded by Comm. Flynn to approve the
Consent Agenda.

Roll Call Vote:

Ayes: Comm. Karesh, Comm. Flynn, Comm. Long, Comm. Main

Nays: None

Absent: Comm. Smith

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

a. General Public

Jim Addington of Westmont Lions Club thanked the Board and District staff for
assistance with the Kelly Miller Circus fundraiser event held at Ty Warner Park in
September.

Steve May, John Yeater and Jill Ziegler from the Village of Westmont addressed the Board, requesting support for the proposed Richmond Education Garden. The proposed site is at the corner of Quincy Street and Richmond Avenue, on the border of Westmont and Clarendon Hills. There was discussion about the purpose of the garden, how it would be maintained and how it would be financed. The Board agreed to support the project.

b. Written

Bob reminded the Board about the upcoming SEASPAR Trivia Challenge on October 21. He also read a thank you from the Westmont Fire and Police Chiefs for Park District support at the September 11th Ceremony. In addition, he shared an invitation to the Board from the Westmont Chamber for the Winter Ball.

Steve requested permission on behalf of a resident to hold a 16" softball tournament for 32 teams at Ty Warner Park in June 2017. The Board questioned resident participation, along with payment. In addition, they were concerned about extra staff needed to work at the park during the tournament. Steve said the group cannot afford to pay and would share their profits from food and beverage sales with the District. After discussion, the Board felt it was not in the best interests of the Park District to allow this tournament.

c. Introduction of New Staff

Lenore introduced Linda Cooper to the Board, who was recently hired as Administrative Center Secretary.

d. Other

There was no additional discussion or correspondence.

Agenda Item #6 Treasurer's Report

a. Monthly Cash Report

Sharon reviewed the checking accounts, which total \$6,340,490.80, as of September 30, 2016 and she reported the accounts payable total is \$295,974.00. She noted that we continue with two CD's, which total \$200,000.

b. Other – Audit

Sharon said she received a rebate check from IParks, totaling \$3,270. Bob explained this is the second of four payments we will receive from the cumulative reserve fund. Sharon reported the annual audit will begin on Monday, October 17.

7. \$785,000 Bond Issue/\$410,000 General Obligations Bonds – BINA Hearing

a. Public Hearing Concerning the Intent of the Board to Sell a \$410,000 General Obligations Limited Park Bonds to Finance Capital Projects in and for the District
Bob explained this occurs every year in order for the Board to provide direction and authorize the District to pursue Bonds to finance capital projects. The District's financial advisor, Tom Chapman, explained the purpose of the BINA Hearing and why it is required by the State.

President Main called the Public Hearing to order. The roll was called. There was no comment from the general public. President Main closed the hearing.

b. Authorize to Acquire Bids on a \$785,000 Bonds Issue for December 1, 2016:
\$375,000 Debt Retirement and \$410,000 Capital Projects

Motion was made by Comm. Karesh and seconded by Comm. Flynn to authorize to acquire bids on a \$785,000 Bonds Issue.

Roll Call Vote:

Ayes: Comm. Karesh, Comm. Flynn, Comm. Long, Comm. Main

Nays: None

Absent: Comm. Smith

Motion Carried.

Agenda Item #8 PARC Grant Funding – Tom Chapman will provide an overview of the District’s debt service and financial forecast as the Board considers the feasibility of funding the PARC Grant

Mr. Chapman explained why the District needs to issue limited bonds every year, how the debt service grows over time and options of how the cash flow works. There was considerable discussion about the amount of debt the District carries, alternate bonds and non-referendum bonds. The feeling was the only way the District can comfortably complete the project is with the money from the State. The Board directed staff to request a formal extension in order to arrange financing. Also, the Board would like the District to be reconsidered in the State’s budget for next year. In addition, there was discussion about possibly relocating the building to Ty Warner Park South.

Motion was made by Comm. Karesh and seconded by Comm. Flynn to request the relocation of the new recreation center to Ty Warner Park South.

Roll Call Vote:

Ayes: Comm. Karesh, Comm. Flynn, Comm. Long, Comm. Main

Nays: None

Absent: Comm. Smith

Motion Carried.

Agenda Item #9 Attorney’s Report

Attorney Adams had nothing to report. He made mention of a recent email he sent to the Commissioners.

The Board took a short recess at 7:35 pm and reconvened at 7:40 pm.

Agenda Item #10 Unfinished Business

a. OSLAD Grant – Board to review RFQ’s and select an engineering firm for Bernas Park

Bob reported that four RFQ’s were submitted and he presented the engineer rating sheet to the Board. He explained that a firm has to be chosen before price is submitted. He reminded the Board that \$200,000 has been received from the DNR.

Motion was made by Comm. Long and seconded by Comm. Karesh to approve CDF as engineering firm for Bernas Park.

Roll Call Vote:

Ayes: Comm. Long, Comm. Karesh, Comm. Flynn, Comm. Main

Nays: None

Absent: Comm. Smith

Motion carried.

b. Travel Reimbursement Ordinance 2016-6:

Board to adopt ordinance as mandated by the State

Motion was made by Comm. Karesh and seconded by Comm. Flynn to approve Travel Reimbursement Ordinance 2016-6.

Roll Call Vote:

Ayes: Comm. Karesh, Comm. Flynn, Comm. Long, Comm. Main

Nays: None

Absent: Comm. Smith

Motion Carried.

c. Board to ratify vote approving Audi of Westmont's request to extend parking agreement on Ty Warner Park South overflow lot through October 24, 2016

Motion was made by Comm. Main and seconded by Comm. Flynn to ratify the vote from the Special Meeting of September 28, 2016 and approve Audi of Westmont's request to extend the parking agreement to October 24, 2016.

Roll Call Vote:

Ayes: Comm. Main, Comm. Karesh, Comm. Long

Nays: None

Abstain: Comm. Flynn

Absent: Comm. Smith

Motion Carried.

d. IAPD Gala Reminder

Bob noted that the IAPD Awards Gala will take place on October 21, where Comm. Karesh will be honored for serving 10 years as a park commissioner.

e. Park Projects Update

Ben reviewed current projects and provided visuals of landscaping around the Community Center, and the athletic court projects at Twin Lakes Park, Ty Warner Park and Blackhawk Park.

f. Other

There was no other unfinished business.

Agenda Item #11 New Business

a. 2016 Proposed Tax Levy

Bob reported the proposed tax levy for 2016 is \$3,590,856, which represents 4.6 % increase over the 2015 levy. He explained that the District is allowed to present up to 5%.

b. Twin Lakes Golf Course

Craig reported that all leagues have concluded and he reviewed the four outings scheduled in October. He said current revenue is up approximately \$1,700 from 2015 and he projected that revenue overall will reflect an increase over 2015 at the conclusion of the 2016 season.

c. Fitness Club

Joel reported that membership for September was +8. He noted that Kevin is currently studying for personal trainer certification and will take his exam at the end of the week. There was discussion about the DECO LED Lighting Grant and possible savings if the grant is received. Joel said we will wait approximately 2 – 8 weeks to see if we have been approved for the grant.

d. Other

Kyle submitted his resignation to the Board, who wished him well in his future.

He presented costs for the cheerleaders to attend national competition, which will total \$1,045, stating they are requesting use of fundraising money for this purpose. Bob added this has been done every year.

Bob presented costs of uniforms and equipment for the new Wolverine football and cheer program, which generated some discussion, stating that realistically, there will probably be one team. Steve explained that he and Kim are working on a marketing program, which will be presented at the next meeting. The Board requested a deadline of when uniforms will need to be ordered, based on interest in the new program. There was discussion about how flag football could potentially become a popular program and the need to target younger kids for the new football program.

Agenda Item #11 Report of Staff

Joel reported that he meets with Kevin and Rick often to continue improving operations at the Fitness Club. He thanked the Board for the opportunity to attend the NRPA conference, which he found to be educational. Also, he is still exploring options to improve payroll efficiency.

Steve reported on the upcoming PVPN performances: “Inherit the Wind,” “Alice in Wonderland,” and “Over the Tavern.” He explained that set up is currently taking place for the Haunted Forest event, which will be held on Saturday, October 22 at Twin Lakes Park. He reported on the annual Trick-or-Treat Trail, hosted by the Westmont Chamber, which will also be held on October 22. In addition, Steve said 17 applications have been received for the Athletics Coordinator position.

Ben reported that he has been aerating greens, assisting with Haunted Forest construction, and preparing for fall. There was discussion about the mowing agreement with the Village of Westmont, and the Board requested a list of what the District maintains for the Village.

Nicolette reported on the Kids Club cookie dough fundraiser and said the recent orientation went well. She said the upcoming winter break camporama has 18 children registered so far. She explained that she will be assisting with Haunted Forest, is coordinating the Halloween Fun Fair concessions and will serve as DJ at the Halloween teen dance. Nicolette recommended closing the Spray Park after Labor Day, based on attendance. The Board discussed and recommended leaving it open, but unsupervised, adding that it could be monitored by Ty Warner Park maintenance staff and park patrol.

Cindy reported that the two four-year-old classes and the three-year-old class are running very well, with a total of 60 children attending the preschool. She added that the new Smart Board is a big success and explained that the preschool children will be exposed to a variety of science activities this month, including the life cycle of a pumpkin. Also, the 2 & 3 School program has two full classes.

Alice said senior programs are going well. She reported on the 3rd annual Car Care Clinic for seniors, which was held in September at the Westmont Fire Station, and said 54 cars were serviced this year. She made special mention of Linda Wonderlin, who was honored as September's person of the month for Downers Grove Township, for her work with senior programs. Alice also reported on recent Museum programs, including the "Gravestone Gallery" presentation and the well-attended "Last Straw" fall event.

John reported that he has been building scenes for Haunted Forest. He said he is preparing for fall and continuing to keep the garage clean and organized. He thanked the Board for the new plow vehicle.

President Main announced that this is the last meeting in which staff is required to attend, however they will continue submitting reports for inclusion in the Board Packet. Going forward, only supervisors are still expected to attend.

Agenda Item #12 Adjournment

Seeing no further business, a motion was made by Comm. Flynn and seconded by Comm. Karesh to adjourn the Regular Session.

Roll Call Vote:

Ayes: Comm. Flynn, Comm. Karesh, Comm. Long, Comm. Main

Nays: None

Absent: Comm. Smith

The Regular Session was adjourned at 9:05 pm.