



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Administrative/Senior Center
55 E. Richmond St., Westmont, IL 60559
January 11, 2017, 6:00 pm**

Agenda Item #1 Call to Order

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

Agenda Item #2 Roll Call

Comm. Flynn, Comm. Karesh, Comm. Long, Comm. Main, Comm. Smith
Staff Present: Bob Fleck, Executive Director, Sharon Macak, Supt. of Finance,
Steve Golembiewski, Supt. of Recreation, Joel Hymen, Supt. of Revenue Facilities &
Technology, Ben Grimme, Supt. of Parks & Golf Course, John Chorney, Parks &
Facilities Foreman, Lenore Farmer, Finance Assistant & HR, Craig Grember, Golf
Course Manager, Jeff Smith, Asst. Greens Supt.
Steve Adams, Attorney
Guest: Alex Laskowski, WYBA Treasurer

Agenda Item #3 Pledge of Allegiance

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – December 14, 2016
- b. Claims Ordinance – January 11, 2017

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

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Agenda Item # 5 Open Forum and Correspondence

- a. General Public
There was no one present from the general public.
- b. Written
There was no written correspondence.

Agenda Item #6 Treasurer's Report

- a. Monthly Cash Report
Sharon reviewed the checking accounts, which total \$5,076,817.84, as of

December 31, 2016. She reported the accounts payable total is \$119,065.43, and we continue with two CD's which total \$200,000.

b. Other

There was nothing additional to report.

Agenda Item #7 Attorney's Report

Attorney Adams referenced the report sent to all Commissioners, summarizing what he is currently working on. He also addressed the travel reimbursement ordinance and reviewed the sessions he will present at the upcoming State Conference.

Agenda Item #8 Unfinished Business

a. Personnel Policy Manual – Board to consider adoption of revised PPM

Motion was made by Comm. Flynn and seconded by Comm. Smith to adopt the revised Personnel Policy Manual.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

b. Robert Bernas Park/OSLAD – Update

Bob presented a visual of an open air shelter, indicating this style will fit in well with the passive nature of this park. He explained that the shelter will be 20 feet wide x 28 feet long, constructed of cedar and will be able to accommodate 6 picnic tables. There was discussion about different types of shelters and Bob said he can present other options at the next meeting.

Bob said final proposals were received for the geotechnical information and he explained the cost will be approximately \$3,000 to have the soil pH tested.

Bob recommended working with a local architect, John Ditter, whose fee will be \$3,600, explaining that a pre-fab design still requires drawings and the footing detail needs to be done by an architect.

c. WYBA

Bob introduced Alex Laskowski, WYBA Treasurer, who addressed the Board. Alex reviewed 2016 profits and expenses, including field rental, explaining that the league currently has \$6,500 to start the 2017 season, which will begin with the first registration on January 21. Fees, retaining older players in the league and the scholarship policy were discussed. Also, concessions, registration and cash management procedures were addressed. In addition, insurance coverage was discussed and whether or not the league should be classified as not-for-profit or become part of the District.

The Board requested a budget, adding they want the WYBA to grow their program and be successful. The Board agreed the WYBA does not need to pay the field rental fee now and will review at the end of the fall season. Alex explained that the league wishes to continue as a separate entity, adding insurance and cash management will be addressed.

- d. Other
There was no other old business.

Agenda Item #9 New Business

- a. SEASPAR Agreement – Ratification of agreement to reflect the increase in the State minimum purchase limit of \$25,000

Motion was made by Comm. Long and seconded by Comm. Karesh to ratify the Joint Agreement to reflect the increase in the state minimum purchase limit of \$25,000.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

- b. Plan to have Village of Westmont Sister City Announcement and Lions Club International Conference celebrated at the 4th of July
Bob said he was contacted by Lions Club Taiwan regarding the international conference. Also, the Village of Westmont is currently at work on a Sister City agreement with Taiwan. Bob explained the Village would like to coordinate the two events and announce on July 4th, during a picnic at Ty Warner Park, for approximately 100 people. However, there is concern the District staff cannot offer much assistance due to the large event that day. The Board agreed the picnic can be held at Ty, earlier in the day before the 4th of July Event begins.

- c. Twin Lakes Golf Course – Annual Report
Joel and Craig reported on 2016 revenues and presented a fee comparison chart of local 9-hole courses, reminding the Board that non-resident rates were increased by \$1 in 2016. Craig would like to improve and increase league play, along with increasing fees for the Junior Golf League in 2018. The Board recommended raising the resident rate \$1 for the 2017 season.

- d. Parks/Maintenance Report
Ben reviewed the field excavating work that was completed in the Little League Field, in order to eliminate wash out, explaining the cost was approximately \$5,000. He said the next project will address drainage and the players' benches at Twin Lakes Park Field 1.
Ben reported that repairs to the Bellerive Park shelter, resulting from the rest room fire last year, are completed; all costs were covered by insurance.
Ben presented an equipment surplus list to the Board for discussion. It will become an ordinance for Board approval at the February Regular Meeting.
Ben reported that he went out to bid to replace a mower used at the Golf Course and Twin Lakes Park, that went down last summer.

Motion was made by Comm. Karesh and seconded by Comm. Long to accept the Lastec Mower bid for \$33,710.10 from JW Turf.

Roll Call Vote:

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

Nays: None

Absent: None
Motion Carried.

e. Recreation Report

Steve reported that Holly Days concluded, with the final program, Grinch Whobilation Workshop, taking place on December 17. He said the committee is already discussing ideas for Holly Days 2017. Steve reported on upcoming events, including Blizzard Mania, scheduled for January 28, and the Frozen Film Festival, scheduled for February 18. He explained that Bidy Basketball is running well. Also, several open gyms were held over winter break; the next open gyms are scheduled on January 16 and February 20. Finally, he is overseeing a project to create visual tours of our facilities, in order to promote room rentals.

f. Fitness Club Report

Joel reported that membership for December was positive 5 people, explaining that the large membership influx will occur in January. He said he has been researching items to present at Budget Workshop and he continues to meet with Rick and Kevin to discuss operations, equipment and facility issues.

g. Other

There was no additional new business.

Agenda Item #10 Closed Session

Seeing no further business, a motion was made by Comm. Smith and seconded by Comm. Flynn to adjourn to Closed Session pursuant to Section 2(c) (5) of the Open Meetings Act for the discussion of the purchase or lease of real property for the use of the public body.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Board Adjourned to Closed Session at 8:20 pm.

Agenda Item #11 Adjournment

President Main called the Regular Session back to order at 9:20 pm. With no further business to discuss a motion was made by Comm. Smith and seconded by Comm. Long to adjourn the Regular Session.

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 9:22 pm.