



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Ronald J. Gunter Administrative Center
55 E. Richmond St., Westmont, IL 60559
September 13, 2017, 6:00 pm**

Agenda Item #1 Call to Order

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

Agenda Item #2 Roll Call

Comm. Flynn, Comm. Karesh, Comm. Long,
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
Guests: American Legion Members Frank Trout, Harry Lesner, Terry Naglewski

Agenda Item #3 Pledge of Allegiance

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – August 9, 2017
- b. Special Board Meeting Minutes – August 29, 2017
- c. Claims Ordinance – September 13, 2017

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

Nays: None

Absent: Comm. Main, Comm. Smith

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

- a. General Public – MDA and American Legion
Bob introduced members of the American Legion. Post Commander Frank Trout addressed the Board, requesting a memorial site for a local man. Jim Robinson, a Medal of Honor recipient, was born and raised in Westmont, and was killed in action in Viet Nam. Mr. Trout requested this memorial be added to the existing memorial site at Veterans Memorial Park, in order to enhance and possibly enlarge this site. The Board discussed and was in agreement with the Legion's request, while also suggesting the veterans' memorial site at Ty Warner Park.

Motion was made by Comm. Flynn and seconded by Comm. Karesh to approve the American Legion's request for a memorial at Veterans Memorial Park, along with providing Westmont Park District assistance to develop the site.

Roll Call Vote:

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

Nays: None

Absent: Comm. Main, Comm. Smith

Motion Carried.

Bob provided a proposal from the Muscular Dystrophy Association to hold a fundraising event at Ty Warner Park in May 2018, in response to the Board's request for more information from the August meeting. Bob feels that this 4-hour event can work, due to the large amount of volunteers from the MDA. Bob suggested a fee of \$1,000. The Board discussed and was in agreement that the event seems manageable and it's for a good cause.

Motion was made by Comm. Karesh and seconded by Comm. Flynn to approve the 2018 MDA Muscle Walk as presented.

Roll Call Vote:

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

Nays: None

Absent: Comm. Main, Comm. Smith

Motion Carried.

b. Written

Bob presented a request to serve beer and wine during a picnic at Ty Warner Park on October 1, 2017.

Motion was made by Comm. Flynn and seconded by Comm. Karesh to approve the alcohol request for October 1, 2017 at Ty Warner Park, pending insurance.

Roll Call Vote:

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

Nays: None

Absent: Comm. Main, Comm. Smith

Motion Carried.

c. Other

There were no additional written requests.

Agenda Item # 6 Unfinished Business

a. Robert Bernas Park/OSLAD Update

Bob reported that the groundbreaking on September 9th was very successful and work has begun. He explained that the natural gas line has to be moved due to its location under the playground and parking lot. He will work with Nicor to relocate it to the south side of the park. He reviewed the construction schedule and provided pricing for the pond fountains. After discussion, the general feeling of the Board was that fountains will improve the water quality, while also enhancing the aesthetics of the park. The Board authorized installation prep, and will review the fountain purchase during Budget Workshop.

- b. Maintenance Facility Acquisition
Bob reviewed the upcoming schedule, which includes sidewalks, water service, and completing the façade. He provided visuals of the work being done, including the new step-pattern retaining wall on the north side of the property. Bob explained that the excavation from the new zip line at Ty Warner Park will be used for fill-in. A new roof was also discussed.
- c. Mertz Park/Ashford Open Space Property Conveyance Update
Bob stated that there is no documentation yet, but he received confirmation from the Mayor that the property was transferred at the last Village Board Meeting.
- d. Oak Brook Hills Hotel Land/Cash Donation Question
Bob provided information from the Economic Development Committee Meeting regarding a new private, gated community at Oak Brook Hills. Bob stated that he reinforced the District's desire for open space and public land, along with a public road leading to this community. There was discussion about the possible impact to the District's services and facilities by adding 1,000 residents to Westmont. Bob will continue to report to the Board as information becomes available.
- e. Maintenance Department Software – Update and Consideration of New Option
Joel reported that he has been monitoring Vermont Systems MainTrac maintenance software and since it is not ready yet, he has been exploring other options. He provided information on Productive Parks, a small company located in Illinois, which integrates with the District's current software, RecTrac, and for \$5,300, is much less costly than MainTrac. He explained that Productive Parks is currently used by several area park districts and all are happy with it. The Board began discussion and advised staff to learn how this system will work and determine if there is a need for this software. The Board was pleased with the cost and the software integration feature. Joel will provide additional information at the next meeting.
- f. Other
There was no other unfinished business.

Agenda Item #7 New Business

- a. Ron Vine – Board to Consider Hiring of Consultant
Comm. Karesh said that Woodridge Park District has used this survey program and it is an excellent process which helps with master planning for the future. Bob explained that Ron Vine is a facilitator who makes sense of raw data from a park district perspective.

Motion was made by Comm. Flynn and seconded by Comm. Karesh to approve hiring Consultant Ron Vine.

Roll Call Vote:

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

Nays: None

Absent: Comm. Main, Comm. Smith

Motion Carried.

b. Treasurer's Report

Sharon reviewed the checking accounts, which total \$4,721,627.79 as of August 31, 2017 and she reported the accounts payable total is \$268,620.55. She explained that the Revenue & Expense report, as of August 31, does not include the September tax revenue distribution, which totals \$1,163,562.47. The Board questioned if additional CD's could be purchased. Sharon and Bob will research. There was discussion about the MaxSafe account, and the Board directed staff to investigate all legalities in order to ensure that the District is not at risk.

c. Revenue Facilities Report

Joel reported that the Golf Course revenue is \$765 less than this time last year, which he attributed to 51 fewer participants in the Junior Golf League. However, the Junior League will appear in the program guides for Clarendon Hills and Darien Park Districts, which should help increase registration.

Joel stated that Fitness Club membership is positive 3 for August. He explained that he has been studying membership data and he provided a map representing the location of members. He hopes to use this information for marketing purposes. There was discussion about the Westmont Drive road closure and both Joel and Bob said it hasn't impacted membership.

In addition, Joel reported that the Community Center Gym LED lighting project is complete and the new copiers have been installed in the Administrative Center and the Community Center.

Joel has been researching wireless fire alarm monitoring costs. He explained that we currently use Norcomm, as required by the Village, and the cost is \$65 per month for each of nine locations. He informed the Board that if there was a switch to Chicago Metropolitan Fire Prevention, there would be a savings of over \$2,000 per year. The Board recommended that the District continue with Norcomm for now.

d. Recreation Report

Steve reported that PVPN is rehearsing for their next production, "One Flew Over the Cuckoo's Nest," which will be held November 10-12 and 17-19. Work has begun for this year's Haunted Forest event, scheduled for October 21. He explained that he is working with the Westmont Chamber and Westmont Special Events Corporation to rebrand the local fall events into a themed festival similar to Holly Days. Steve said that senior program registration is going well, and flag football has started. Finally, preschool began on September 13 and there are 41 children enrolled.

e. Parks/Maintenance Report

Ben reported that aeration will begin at the Golf Course this fall, after league play has concluded. He provided a visual of the bridge at hole number 2, which is in a state of disrepair. He explained that it would be very expensive to replace and since it's not necessary, it can be removed. Once removed, golfers can be directed to a path around tee number 3.

He provided a visual of Diane Main Park field 1, showing the turf which has been extended around the infield. Sod will be added, which will reduce runoff.

Bob presented a field rental request from Clarendon Hills Park District. They will be doing drainage work at one of their parks and would like to use a Westmont field for men's softball.

At Ty Warner Park he will begin herbicide application, which will help with weed control next spring. He explained that herbicide application can only be done at parks with irrigation systems. However, there have been issues with the system at Ty

Warner, so Ben is considering an irrigation audit, which will inspect and measure how effectively the system is working. He will research pricing to determine if this will be worthwhile. The Board discussed. The general feeling was an awareness of issues with the irrigation system. The Board advised staff to identify the problem areas and try to find a way to work with the existing system.

f. Other

There was no other new business.

Agenda Item # 8 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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 8:30 pm.