



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Ronald J. Gunter Administrative Center
55 E. Richmond St., Westmont, IL 60559
February 15, 2018 7:00 pm**

Agenda Item #1 Call to Order

President Long called the meeting to order at 7:00 pm.

Agenda Item #2 Roll Call

Comm. Flynn, Comm. Long, Comm. Zapinski

Staff Present: Bob Fleck, Executive Director, Sharon Macak, Supt. of Finance, Steve Golembiewski, Supt. of Recreation, Ben Grimme, Supt. of Parks & Golf Course, John Chorney, Parks & Facilities Foreman, Lenore Farmer, Finance Assistant & HR, Cindy Bump, Preschool Director, Gregg Pill, Fitness & Membership Services Manager, Alice Krampits, Senior & Special Events Coordinator, Collin Jaffe, Recreation Coordinator, Mary Kawalek, Recreation Coordinator

Guests: WYBA Board: Bob Freitag, Alex Laskowski, Dave Meneses, Bill Belmonte
Reginald Metcalf, Westmont Resident

Agenda Item #3 Pledge of Allegiance

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – January 10, 2018
- b. Special Board Meeting Minutes – January 9, 2018
- c. Claims Ordinance – February 15, 2018

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

Roll Call Vote:

Ayes: Comm. Flynn, Comm. Zapinski, Comm. Flynn

Nays: None

Absent: Comm. Karesh

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

- a. General Public

There was no comment from the general public.

- b. Written

Bob read a request from a Westmont resident to serve beer and wine during a graduation party at Veterans Park on May 27, 2018, and insurance requirements will be met.

Motion was made by Comm. Flynn and seconded by Comm. Zapinski to approve the request to serve beer and wine at Veterans Park on May 27, 2018.

Roll Call Vote:

Ayes: Comm. Flynn, Comm. Zapinski, Comm. Long

Nays: None

Absent: Comm. Karesh

Motion Carried.

Bob shared an invitation to an upcoming IAPD Legislative Breakfast, scheduled for March 9, 2018, at Carol Stream Park District.

c. Other

There was no other correspondence.

Agenda Item # 6 WYBA Annual Presentation to Park Board

WYBA representatives Alex Laskowski and Bob Freitag addressed the Board. They provided a summary of the 2017 little league program and reported that there was a profit of approximately \$13,000. Mr. Laskowski explained that current registration is lower than last year, largely due to players switching to travel leagues, but they hope to have seven teams this year. There was discussion, and the Board offered suggestions to maintain enrollment. Mr. Laskowski and Mr. Freitag requested park improvements to enhance the playing experience, such as improved batting cages and longer base lines to accommodate older players. They also requested their field rental payment to the District this year be \$8,000, so that they can keep more of their profits to continue to improve the program. The Board was in agreement, and said that money will go into the program.

Agenda Item #7 Unfinished Business

a. GO Bonds and Capital Fund Update

Bob explained that as capital funds continue to be spent, bonds will need to be reissued. However, that will extend the District out to a full 20-year debt service again. He said the longer we wait, the more we will get and recommended waiting until 2019 to reissue. After discussion, the Board was in agreement to wait until 2019 to reissue new bonds.

b. Recreation Staff Day Camp and Alternative Programming Ideas

Cindy began the presentation and reviewed opportunities for improvement in the summer camp program, including flexible registration, age appropriate activities, more field trips, new games and increased staff presence.

Collin introduced a new summer sports camp designed to introduce elementary school-aged children into the Wolverines sports programs. He reviewed the three days per week schedule and would like the staff to be high school and college athletes. He explained that each session will be three weeks long and the fee is \$180. Steve explained how both camps will be advertised, including email, social media, yard signs and direct mailing.

The Board was complimentary toward staff for the information presented.

c. 200 E. Quincy St. – Temporary Storage of CHPD Equipment

Bob explained that Clarendon Hills Park District is out to bid on construction of a new maintenance facility. During this time, they will need temporary storage space for their maintenance equipment until September. He said we have space we are not using in our new yard. The trade-off would be that fees will be waived at their pool for our summer camp. The Board discussed and was in agreement to help a neighboring park district.

Motion was made by Comm. Flynn and seconded by Comm. Zapinski to approve temporary storage of Clarendon Hills Park District maintenance equipment at 200 E. Quincy St., with the free pool usage trade-off for summer camp.

Roll Call Vote:

Ayes: Comm. Flynn, Comm. Zapinski, Comm. Long

Nays: None

Absent: Comm. Karesh

Motion Carried.

d. Timeclocks

Bob explained that we tried to manage this without purchasing the timeclock from TimeClocks Plus, but it was not interfacing with MSI, the District's financial software. He said that 9 devices need to be purchased. Additionally, a maintenance fee will be added each year. Comm. Flynn explained that the timeclocks will run on Ethernet, will provide a second method of reporting and will interface with MSI. The Board discussed.

Motion was made by Comm. Flynn and seconded by Comm. Zapinski to approve the timeclock purchase proposal of \$21,000.

Roll Call Vote:

Ayes: Comm. Flynn, Comm. Zapinski, Comm. Long

Nays: None

Absent: Comm. Karesh

Motion Carried.

e. Splash Pad Cabana Consideration

Bob explained that a rental cabana at Ty Warner Spray Park would create a revenue source and will meet a need to accommodate birthday party requests. A rental fee of \$200 for a maximum of 20 kids was presented. Bob provided a visual of the spray park indicating the cabana location, along with a drawing of the 20 x 16 foot structure. The cost to build will be \$15,000 and will require a permit with the Village. The Board discussed.

Motion was mad by Comm. Zapinski and seconded by Comm. Flynn to approve the rental cabana at Ty Warner Spray Park as presented.

Roll Call Vote:

Ayes: Comm. Zapinski, Comm. Flynn, Comm. Long

Nays: None

Absent: Comm. Karesh

Motion Carried.

f. Other

Bob reported on an email from Attorney Steve Adams regarding the Mertz Park and Ashford Open Space conveyance. He explained that Attorney Adams was able to reduce the closing cost fees by \$7,600. There was discussion about the cost per acre and if title insurance was needed. President Long recommended \$100,000 per acre and no title insurance.

Agenda Item #8 New Business

a. 2018 Statement of Economic Interest Filing

Lenore explained that an email will be sent from DuPage County in early March with instructions of how to file, the same as in past years.

b. Board to Consider Process to Fill Vacancy of 5th Commissioner

Bob explained that filling the vacancy will be treated like an RFQ and we will request a statement of interest. It will be advertised on the District's website and Facebook page, and interviews will be set up with applicants.

c. 200 E. Quincy St. – Metal Wall and Roof Panel Bids

Bob reported that the bids came in too high since they were only from general contractors. He recommended rejecting the bids due to excessive cost, then rebid and streamline the process for metal contractors. The Board discussed.

Motion was made by Comm. Flynn and seconded by Comm. Zapinski to reject the metal wall and roof panel bids due to excessive cost and rebid the project.

Roll Call Vote:

Ayes: Comm. Flynn, Comm. Zapinski, Comm. Long

Nays: None

Absent: Comm. Karesh

Motion Carried.

d. Board to Consider Direct Energy Demand Response Agreement Proposal

Bob explained that this is a program used to reduce the demand of power supply during peak seasons. It would have to take place at the facility with the highest usage, which is the Fitness Club, and would require an annual test for a period of 2 hours in August. This would be a three-year commitment and the District would receive approximately \$4,000 per year, however we would be on the list for a mandatory shut down during an emergency shut down because of supply shortage. The Board discussed.

Motion was mad by Comm. Flynn and seconded by Comm. Long to reject the Direct Energy Demand Response Agreement Proposal.

Roll Call Vote:

Ayes: Comm. Flynn, Comm. Long

Nays: Comm. Zapinski

Absent: Comm. Karesh

Motion Carried.

- e. Commissioner Sandra Smith Donation for Bronze Sculpture at Smith Woods
Bob explained that Comm. Smith provided a \$7,000 donation for a bronze sculpture to be placed in her memory at Smith Woods, specifically a girl with a golden retriever. Bob provided photos of several options for the Board to review.

Motion was made by Comm. Flynn and seconded by Comm. Zapinski to approve the expenditure of \$7,000 per Sandra Smith's Will for a bronze sculpture to be placed at Smith Woods.

Roll Call Vote:

Ayes: Comm. Flynn, Comm. Zapinski, Comm. Long

Nays: None

Absent: Comm. Karesh

Motion Carried.

- f. Treasurer's Report

Sharon reviewed the checking accounts, which total \$3,960,964.80 as of January 31, 2018, noting \$201,687.66 in the OSLAD account. She reported that the CD will renew at 1.30% and the accounts payable total was \$180,759.12. She explained that the direct deposit option is receiving a positive response from staff and testing the email remittance option with the current payroll was successful.

- g. Revenue Facilities Report

Gregg reported that January membership at the Fitness Club was positive 7. He explained that he and Joel have been researching items to present for Budget Workshop, all designed to enhance the members' experience. He informed the Board that the computer upgrade is scheduled for March 27th and he recently hired a new employee, Beth Debs, to work at the front desk.

Gregg also updated the Board on registration and promotional plans for the upcoming Race to the Flag 5K, noting that sponsorship is needed.

- h. Parks/Maintenance Report

Ben presented photos of the new signs for Diane Main Park and Smith Woods and he provided pricing for a new post hole auger. He reviewed pricing for the VFD drive for Ty Warner Park irrigation system, stating that the lowest price came in at \$15,150.

Motion was made by Comm. Zapinski and seconded by Comm. Flynn to approve purchase of a new VFD drive, priced at \$15,150, for Ty Warner Park irrigation.

Roll Call Vote:

Ayes: Comm. Zapinski, Comm. Flynn, Comm. Long

Nays: None

Absent: Comm. Karesh

Motion Carried.

Ben reported that the ice rinks had to close earlier than expected this year due to liner issues. The Board discussed and recommended a liner with a heavier gauge. Ben will present options at Budget Workshop.

The Board complimented staff for snow removal efforts this past weekend.

i. Recreation Report

Steve reviewed the Holly Days budget and said that funds will be allocated for the Village's 100th Anniversary Celebration, explaining that most of the profits come from sponsorships. Sharon recommended keeping these funds separate from the Recreation Fund. Steve informed the Board that the Frozen Film Festival will be held on Saturday, February 17th at Hollywood Blvd. in Woodridge and he reviewed the Community Center front counter and security curtain project. He reviewed the sponsorship program and current WYBA registrations. Finally, Steve asked the Board to consider the current flag football program versus the past tackle football program, specifically, which program the District should continue to offer. The Board discussed.

Motion was made by Comm. Zapinski and seconded by Comm. Flynn to end the tackle football program and continue to offer flag football.

Roll Call Vote:

Ayes: Comm. Zapinski, Comm. Flynn, Comm. Long

Nays: None

Absent: Comm. Karesh

Motion Carried.

Staff recommended selling the tackle football equipment. The Board discussed and was in agreement to do so.

j. Other

There was no additional New Business.

Agenda Item # 9 Adjournment

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

Roll Call Vote:

Ayes: Comm. Flynn, Comm. Zapinski, Comm. Long

Nays: None

Absent: Comm. Karesh

Motion Carried.

The Regular Session was adjourned at 9:40 pm.