



**Westmont Park District Board of Commissioners  
Minutes of the Regular Meeting  
Ronald J. Gunter Administrative Center  
55 E. Richmond St., Westmont, IL 60559  
January 10, 2018 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. Karesh, Comm. Long, Comm. Zapinski  
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, Kim Baxter, Marketing  
Coordinator

Agenda Item #3 Pledge of Allegiance

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – December 13, 2017
- b. Claims Ordinance – January 10, 2018

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

Roll Call Vote:

Ayes: Comm. Karesh, Comm. Zapinski, Comm. Long

Nays: None

Absent: Comm. Flynn

Motion Carried.

Agenda Item # 5 Open Forum and Correspondence

- a. General Public  
There was no one present from the general public.
- b. Written  
Bob reported that Robbins Schwartz, the District's legal counsel, will be a silver  
sponsor at the 4<sup>th</sup> of July event.  
Bob also said that Oak Brook Park District will sponsor tree memorials for recently  
deceased Commissioners Diane Main and Sandra Smith.
- c. Other  
There was no other correspondence.

## Agenda Item #6 Unfinished Business

a. OBH Hotel – Purchase, Lease and Restrictive Covenant Agreements

1. Lease Agreement and Ordinance No. 2018-1
2. Purchase and Sale Agreement and Ordinance No. 2018-2

Bob explained that since negotiations are continuing, the agreements will be tabled and should be finalized at the February Board Meeting.

b. 200 E. Quincy St. – Metal Wall and Roof Panel Bid Announcement

Bob reported that demo continues on the interior and bids will be available this week for the metal wall and roof replacement. He added construction should resume in early March. He presented a visual of the property, indicating the office in front and cold storage in the back. He noted the 4-foot-high masonry knee wall, which will have a metal wall constructed on top, so it will be more durable than a floor to ceiling metal wall. He also discussed the garage door and the man door, which will be enlarged if necessary to meet ADA requirements.

Bob presented two quotes for demolition and removal of the structures at 134 E. Quincy St., one for \$10,000 and the second for \$10,950, adding that there is money in the budget. The Board discussed and agreed that these structures need to be removed for safety reasons and also suggested installing a fence once the structures are removed.

Motion was made by Comm. Karesh and seconded by Comm. Zapinski to approve demolition on the Quincy St. property as presented, along will fence installation and landscaping.

Roll Call Vote:

Ayes: Comm. Karesh, Comm. Zapinski, Comm. Long

Nays: None

Absent: Comm. Flynn

Motion Carried.

c. State Conference Reminder January 18-21

Bob reminded the Board of the upcoming State Conference, explaining that all pertinent information has been distributed.

d. January 12 District Wide Anti-Sexual Harassment Training

Bob explained that in response to State of Illinois mandates, a video on harassment prevention training will be presented to staff. The Board requested a copy be sent for their review.

e. Other

There was no other old business.

## Agenda Item # 7 New Business

a. Board to Consider Appointment of New Positions

In light of recent changes to the Board, President Long suggested appointing a new position.

Motion was made by Comm. Karesh and seconded by Comm. Zapinski to appoint Comm. Zapinski as Vice Treasurer/Vice Secretary, while Comm. Long will continue as President, Comm. Karesh will continue as Vice President/Treasurer, and Comm. Flynn will continue as Secretary.

Roll Call Vote:

Ayes: Comm. Karesh, Comm. Zapinski, Comm. Long

Nays: None

Absent: Comm. Flynn

Motion Carried.

b. Twin Lakes Golf Course Annual Report

Craig reported that 2017 was another good year, with both greens fees and equipment rental increasing from 2016. Also, golf lessons, new in 2017, generated \$2,000 in revenue. Craig said lessons will once again be offered in 2018. However, the Junior Golf League had 51 less participants than in 2016, mainly because the youths aged out of the program. Craig presented information on paid rounds, inventory sold, outings, email direct advertising, and the upcoming Chili Open, which currently has 60 people registered. There was discussion about possible rate increases and on-line tee time scheduling. Staff recommended keeping both resident and non-resident golf fees the same, but informed the Board that 2018 Junior Golf League fees will increase \$5.00 for both residents and non-residents. Additionally, the Board suggested holding a summer tournament or a club championship tournament.

c. Treasurer's Report

Sharon reviewed the checking accounts, which total \$4,154,436.24 as of December 31, 2017, and she reported the accounts payable total is \$77,886. She explained that the OSLAD account earned .90% interest, or \$1,500, and we have not yet transferred any money out of this account.

d. Revenue Facility Report.

Joel reported that the Fitness Club has been busy and membership for December was positive 12. Joel said that Gregg Pill, the new Fitness & General Services Manager, has been a good addition. Also, he has been researching items to present at Budget Workshop. There was discussion about both open gym usage and rentals in the gym. The general feeling of the Board was to provide as much open gym time as possible. The Board also discussed after-hours rentals on Sunday evenings.

Joel explained that he is preparing for the District's phone server upgrade, and he will meet with the time clock company at state conference to discuss physical time clock options. Also, he will present a preview of the new website at the February meeting. He added that the new website needs to be ready by July at the latest.

e. Parks/Maintenance Report

Ben reported that the ice rinks have been open since the end of December. However, there were some problems with the ice shifting on the hockey rink, but shaving the ice down solved the problem and made the rink useable again. He said sand was put down at the Golf Course in December in order to insulate the turf. Also, he and his staff have been evaluating equipment and preparing for Spring.

f. Recreation Report

Steve reported on the final Holly Days event, Snow-Much Fun Night, which had approximately 300 people in attendance. He will present the Holly Days budget at the February meeting. He said Bidy Basketball is running well and the Men's Basketball League will have six to eight teams. PVPN is rehearsing for "Into the Woods Jr," and the Frozen Film Festival will once again be held in February at Hollywood Blvd. in Woodridge. He said the recreation department is working on the summer program guide and will present summer camp ideas next month. Steve requested feedback from the Board about the football and cheer program. Staff suggested offering only flag football and competition cheer. After discussion, the general feeling of the Board was to concentrate on flag football and competition cheer, and coaching clinics should be offered. Also, Steve informed the Board that cheer will only participate in local competitions. Finally, Steve reported that registration for WYBA will be held on January 20 and 27, and February 1.

g. Other

Bob informed the Board that he will forward an email from the District's Attorney, Steve Adams, explaining the delay with the Oak Brook Hills agreements.

Agenda Item # 8 Adjournment

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

Roll Call Vote:

Ayes: Comm. Zapinski, Comm. Karesh, Comm. Long

Nays: None

Absent: Comm. Flynn

Motion Carried.

The Regular Session was adjourned at 7:04 pm.