



**Westmont Park District Board of Commissioners**  
**Minutes of the Regular Meeting**  
**Ronald J. Gunter Administrative Center**  
**55 E. Richmond St., Westmont, IL 60559**  
**August 8, 2018 6:00 pm**

Agenda Item #1 Call to Order

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

Agenda Item #2 Roll Call

Comm. Flynn, Comm. Karesh, Comm. Long, Comm. Moffett, Comm. Zapinski  
Staff Present: Bob Fleck, Executive Director, Sharon Macak, Supt. of Finance, Joel Hymen, Supt. of Revenue Facilities & IT, Ben Grimme, Supt. of Parks & Golf Course, Dustin Kleefisch, Supt. of Recreation, Lenore Farmer, Finance Assistant & HR

Guests: Mayor Ron Gunter; Yvonne Novak, RCP Insurance Services

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – July 18, 2018
- b. Claims Ordinance – August 8, 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. Karesh, Comm. Moffett, Comm. Long

Nays: None

Absent: None

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

- a. General Public

Mayor Gunter welcomed the newest Board Member, Comm. Moffett. He briefly spoke about the District's positive involvement in Westmont, acknowledging that it is the lead agency in many Westmont events. There was discussion about future development on North Warwick Avenue, the Natatorium, and community greenspace in Downtown Westmont.

- b. Written

Bob read a request from the Taiwanese Cultural Center for alcohol at their picnic to be held at Ty Warner Park on August 19, 2018. The Board discussed.

Motion was made by Comm. Karesh and seconded by Comm. Flynn to approve the request for alcohol at the Taiwanese Cultural Center Picnic at Ty Warner Park on August 19, 2018.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Bob read a request from Maercker School District 60 PTA to once again host their Wildcat Dash fun run at Ty Warner Park on September 28, 2018. The Board discussed.

Motion was made by Comm. Flynn and seconded by Comm. Karesh to approve the request from Maercker School District 60 to hold their Wildcat Dash at Ty Warner Park on September 28, 2018.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Bob read a request from a not-for-profit rescue organization to hold the Magnificent Mutts 5K and 2K run-walk event, which will include vendors, demonstrations, and food trucks, at Ty Warner Park in October 2019. The Board was concerned about closing the adjacent neighborhood for the race. Also, the Chamber's Pet Promenade, a similar event, is held at Ty Warner Park. Additionally, the Natatorium could be built by then, so their schedule should be considered. The Board directed staff to gather more information and to meet with the Pet Promenade committee before a decision can be made.

c. Other

The Board invited Mayor Gunter to attend the opening of Robert Bernas Park.

Agenda Item #6 IPARKS Presentation

Yvonne Novak addressed the Board, and explained that the District has been named an Exemplary IPARKS Member, which resulted in a rate reduction from 2017, and a rate freeze for three years. She briefly reviewed the statement of values and noted the various services offered by IPARKS. The Board questioned the value of the new maintenance facility and Ms. Novak confirmed that the buildings are insured, not the land. She assured the Board that the building is not underinsured and after construction is complete, it will be appraised.

Agenda Item #7 2018-2019 Budget and Appropriation Ordinance No. 2018-6

a. Public Hearing

President Long opened the Public Hearing. Bob explained that the tentative budget is presented in May, it takes a few months to review and reconcile, and then it gets passed in August. There was no comment from the public. President Long closed the hearing.

b. Board Action

Comm. Karesh briefly explained budget appropriation to the newer commissioners. President Long then addressed bonds, explaining how the District borrows, and then the bonds are paid down each year. Reserve amounts were discussed, which could be used if there was an unforeseen expense. He said that the longer the District postpones re-issuing bonds, the better; the long-range plan is to find ways for additional revenue and pay off the bonds. After further discussion, the Board was in agreement to not re-issue bonds this year.

Motion was made by Comm. Zapinski and seconded by Comm. Karesh to approve the 2018-2019 Budget and Appropriation Ordinance No. 2018-6.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Agenda Item #8 Unfinished Business

a. Bernas Park Construction

Bob reported that a great deal of progress has been made. He explained that there is just a little over \$50,000 remaining to pay the contractor, and the deadline for the grant will be met. He stated that partitions still need to be installed in the restrooms and some landscaping needs to be finished. He said seeding and planting of the natural areas did not take place because the best time to do this is in the fall. Bob presented pictures of the boardwalk construction, and said it will be sealed after it weathers. Additionally, an interpretative sign needs to be ordered and mounted.

The Board was in agreement to hold the ribbon-cutting event on September 12, 2018, starting at 6:00 pm. If the weather is bad, the opening will take place the next day. Bob presented a proof of the plaque, which will have a photo of Bob Bernas and will explain the work he has done for the District.

The Board expressed concern about the daily maintenance closings at the Spray Park. Bob recommended conducting hourly tests of the water to determine if the closings are necessary. Dustin informed the Board that after making inquiries, approximately 50% of area spray parks schedule daily maintenance closings.

b. Maintenance Facility Update

Bob presented a visual of the updated floor plan, which addressed Board suggestions from last month's meeting. The break room will be smaller and the partition wall was moved to create more storage. Also, due to the number of employees, we are allowed to have one unisex restroom, leaving space for a shower. The Board suggested roughing in water lines to add a washer and dryer in the future. Bob indicated where the heated power washing area will be located, and explained that the metal surfaces must be painted and treated with fire-retardant foam or occupancy cannot take place. Finally, the electric meter panel is in, and after grounding and inspection, ComEd can be contacted for service.

c. Natatorium Update

Bob informed the Board that he will send a confidential memo with an update, however, there is no further information on the groundbreaking. There was some speculation about whether Mr. Ty Warner is delaying the project. Bob explained that Mr. Warner simply wishes to protect the name of the park. President Long advised the Board to remain patient throughout this process. There was considerable discussion about a digital sign on the corner of this site, which is District property. The Board expressed a desire to remind the Village of the digital sign the District was supposed to obtain after Westmont Drive, which provided direct access to the Fitness Club, was closed.

d. Other

Bob reported that there are issues with relocating the soccer field across the street at Ty Warner Park. He presented the original drawing of the park design, indicating the delineated wetland. He informed the Board that the Village cannot issue the permit, because they have to defer to DuPage County rules with regards to the wetland. Bob explained that the County has redefined the wetland as critical, and it will now require a 100-foot buffer. Bob has scheduled a meeting with the County in September.

Bob presented another drawing, indicating the conversion of field 3 to a soccer field. He explained that this field was not used for baseball or softball this year, adding that adult softball is now played at Diane Main Park. However, there is a light pole that will need to be moved. The Board also discussed developing the baseball/softball field no longer used at Westmont Junior High School. The general feeling of the Board was to make a decision at the next meeting.

Agenda Item #9 New Business

a. National Conference and Taiwan Trip

Commissioners Karesh, Flynn and Zapinski will be attending National Conference, which will be held September 25-27, 2018. Bob stated that he has a scheduling conflict because he was invited to make a presentation in Taiwan as a representative of the Lions Club. After discussion, the Board was in agreement that Bob should go to Taiwan.

Motion was made by Comm. Moffett and seconded by Comm. Long to approve attendance, registration, lodging, and meal expenses, not to exceed the limits per Ordinance No. 2016-6, for National Conference.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

b. Community Center Mechanical Engineering RFP's

Bob said that \$20,000 was budgeted for this HVAC project, explaining that the current boiler and air conditioning system, original to the building, is very inefficient. Bob informed the Board that two bids were received: \$16,400 from WT Group, and \$36,000 from Knight. The Board discussed.

Motion was made by Comm. Flynn and seconded by Comm. Karesh to approve the bid of \$16,400 from WT Group for the Community Center Mechanical Engineering project.

Roll Call Vote:

Ayes: Comm. Flynn, Comm. Karesh, Comm. Moffett, Comm. Zapinski, Comm. Long  
Nays: None  
Absent: None  
Motion Carried.

c. 4<sup>th</sup> of July Revenue/Expense Report

Sharon explained that there is a 63-line-item budget and presented a blend of 2017 and 2018 revenue, explaining that all 2018 data has not yet been submitted. She informed the Board that she will provide an update once all data is in.

d. Treasurer's Report

Sharon reported that the accounts payable total is \$272,434.86, explaining that this total was not too high since \$182,000 went towards Bernas Park construction. She informed the Board that as of July 31, 2018, there is \$203,278.08 in the OSLAD account. Additionally, the checking total is \$543,542.33, the MaxSafe total is \$3,266,559.05 and the CD total is \$200,000.

e. Revenue Facility Report

Joel reported that golf season is beginning to wind down and the Junior Golf League is in its last week. He informed the Board that green fees in July 2017 totaled \$117,148, while the July 2018 total was \$107,674. He said that golf lessons remain popular and Golf Now continues to bring in additional business.

At the Fitness Club, he has been working on point of sale improvements. He reported on an issue with the new stair climber, explaining that it will be replaced with an upgraded model at no cost.

He explained that there have been internet issues with the time clocks, which should be resolved with the recent installation of new antennas. Joel said he has been working with Comcast to finalize internet at the new maintenance garage. He presented a cost of \$107 per month, which would be an addition to the existing fee for the remainder of the two-year contract. The alternative would be business class, however, the garage would not be on the District's network. The Board discussed and the general feeling was the \$107 cost was a better option. Joel provided information about the recent switch to a new company for web content filter, which blocks unwanted content. The cost will be \$600 per year. He is still researching improved spam filter and explained that the cost could be approximately \$2,000 per year. Joel presented a proof for the new Administrative Center sign, to be installed this fall. The Board was agreeable to the new design. He also informed the Board that the Twin Lakes Learning Center awning will be installed this month. Finally, he reviewed the upcoming repairs and improvements in the lower level of the Administrative Center.

f. Parks/Maintenance Report

Ben reported that the new Steiner mower will be delivered soon, which will be used to mow down the wetland area at Bernas Park. He can then make the second application of herbicide. He updated the Board on the pond aerators and fountains at Bernas Park, to be located at either end of the pond, stating that the cost will be \$10,794. He is still waiting for electric costs; however, this project is expected to come in under budget. The Board suggested adding some stone outcroppings around the pond for fishing, in addition to the pier. The Board discussed acquiring property northwest of the fishing pond in the future, which could possibly be used to extend the walking path. Finally, Ben reviewed some irrigation system issues at Ty Warner Park.

g. Recreation Report

Dustin reported on the success of summer camp, which had a grand total of 668 registrations. With a 71% profit margin, this was almost double from 2017 registrations. He informed the Board that he worked with John to reinstate the cleaning checklist for the custodians at the Community Center, which has been helping with task completion. He provided WYBA updates, explaining that long-time board members have resigned and the new leadership has been positive to work with. Also, the fall ball league is scheduled to begin September 7<sup>th</sup>. He reported on the success of summer events including the recent Movie in the Park and the summer concert series. The Summerfest Softball Tournament will begin on August 9<sup>th</sup> and there are currently seven teams registered. Dustin updated the Board on Wolverines travel basketball tryouts and registrations for girls fall softball. He explained that the new swim attire signs at the Spray Park have been very helpful, and there are seven Cabana rentals to date. He presented participant and profit information for summer contractual classes, which will help to evaluate and adjust certain programs. Additionally, he is working with his staff on fall projected budgets.

The Board requested that staff focus on adult softball leagues. Dustin explained that he has been researching leagues in surrounding communities and his staff is reaching out to past participants.

The Board expressed concern about volunteer coaches, since it's important for participants to both learn and have equal playing time. Bob said that a clinic is scheduled for biddy coaches and he will recommend that travel basketball coaches participate. The Board also directed staff to increase promotion efforts for events and programs.

h. Other

The Board recently learned of a past employee who received payment as an umpire coordinator with the WYBA. The general feeling of the Board was that this violates rules of conduct as a District employee, and they requested a policy addressing this. Bob said a policy will be presented at the next meeting.

Agenda Item #10 Adjournment

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 9:30 pm.