



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Ronald J. Gunter Administrative Center
55 E. Richmond St., Westmont, IL 60559
November 14, 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. 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, Alice Krampits, John Chorney, Parks & Facilities Foreman, Lenore Farmer, Finance Assistant & HR, Gregg Pill, Fitness & Membership Services Manager
Guests: Bob Main, Westmont resident; Jim Addington, Westmont Lions Club;
Greg Boltz, Downers Grove Township Assessor

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – October 10, 2018
- b. Special Meeting Minutes – October 17, 2018
- c. Claims Ordinance – November 14, 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

On behalf of his family, Bob Main thanked the Board for the plaque that was recently placed at Diane Main Park.

b. Written

There was no written correspondence.

c. Other

President Long thanked staff for the Veteran's Day Ceremony held at Ty Warner Park.

Bob informed the Board that Holy Trinity School will be conducting active shooter drills in the Community Center, which is their safe zone.

Bob reminded the Board about the upcoming Westmont Holly Days Winter Ball.

Agenda Item #6 Lions Club Memorial Day BBQ Request

Jim Addington presented the park rental payment for the 2018 Red, White & BBQ, and reviewed the successful history of this event, which began in 2007. He requested use of Ty Warner Park once again, however, some components will need to be relocated due to the construction on Ty South. The Board discussed, and requested that care be taken of the grass in the park.

Motion was made by Comm. Flynn and seconded by Comm. Zapinski to approve the request from Westmont Lions Club to hold the 2019 Red, White & BBQ at Ty Warner Park on Memorial Weekend.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Agenda Item #7 Greg Boltz, Downers Grove Township Assessor – Presentation

Mr. Boltz provided an overview of Downers Grove Township, describing boundaries and contact information. He stated that 2018 assessments will be posted on November 27th. He explained how the assessment process works, how to appeal, and listed exemptions. He provided an example of a Westmont property tax bill, indicating that Westmont Park District receives .4234 of the total. Mr. Boltz then answered questions. The Board was pleased with the presentation.

Agenda Item #8 Unfinished Business

a. Maintenance Facility Update

Bob reported that ComEd installed the electric meter today, and maintenance staff laid the sod. He provided visuals of the work in progress. He informed the Board that NPL Construction will continue to store equipment at 134 E. Quincy through March 2019, at the rate of \$1,000 per month.

b. Natatorium Update

Bob informed the Board that a groundbreaking will take place soon, most likely in December. He reported that the construction fence is almost up, and we have received some insurance. However, it does not fully meet the requirements outlined in the signed agreement, therefore, FMC has been advised to cease. The general feeling of the Board was that all insurance requirements need to be met before construction can start. Bob provided a summary from the District's attorney regarding FMC's insurance status, which outlined underlying, umbrella, general aggregate, and damages to rented premises. The Board reviewed and discussed.

Motion was made by Comm. Flynn and seconded by Comm. Karesh to accept FMC's insurance as presented, with the exception that general aggregate be increased to \$5,000,000.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. Other

There was no other unfinished business.

Agenda Item #9 New Business

a. Board to Nominate IAPD Delegates and Alternates for Annual Meeting

Motion was made by Comm. Karesh and seconded by Comm. Flynn to nominate Comm. Moffett as delegate and Comm. Zapinski as alternate for the IAPD Annual Business Meeting.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

b. 2019 State Conference – Board to consider the approval of Staff and Board Member attendance, hotel, registration and meal expenses per Ordinance No. 2016-6.

Motion was made by Comm. Zapinski and seconded by Comm. Flynn to approve attendance, hotel, registration, and meal expenses in conjunction with 2019 State Conference.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. 2018 Tax Levy Ordinance

1. Public Hearing

President Long opened the Public Hearing. There was no one present from the general public. President Long closed the public hearing.

2. Board Action – 2018 Tax Levy Ordinance No. 2018-9

Motion was made by Comm. Zapinski and seconded by Comm. Flynn to approve Tax Levy Ordinance No. 2018-9.

Roll Call Vote:

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

Nays: None
Absent: None
Motion Carried.

d. \$840,000 Bond Issue – November 30, 2018

1. Bids on Bonds

Sharon informed the Board that bids were received from Hinsdale Bank & Trust and Republic Bank of Chicago. The Board discussed.

Motion was made by Comm. Zapinski and seconded by Comm. Moffett to approve the bid from Republic Bank of Chicago with an interest rate of 2.64%.

Roll Call Vote:

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

2. Approval Bond Ordinance No. 2018-10

An ordinance providing for the issue of \$840,000 General Obligation Limited Park Bonds, Series 2018B, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, and for the payment of certain outstanding bonds of the District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

Motion was made by Comm. Flynn and seconded by Comm. Karesh to approve Bond Ordinance No. 2018-10.

Roll Call Vote:

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

e. Treasurer's Report

Sharon reported that the accounts payable total is \$176,523.10, the checking total is \$4,535,303.76, and we continue with the \$200,000 CD. Also, 98.1% has been received to date in tax revenue distribution.

f. Revenue Facility Report

Joel reported that Golf Course revenue is down from 2017, however golf lessons increased in 2018. He informed the Board about the upcoming Black Friday \$10 special and explained that an effort is being made to control expenses since revenue is down. He reported that Fitness Club memberships were negative 6 for October, however, increases will take place in December and January. Joel reviewed the free energy efficiency seminar recently attended by Gregg Pill, and explained the changes that have been made with faucets and shower heads to reduce water usage. He provided a map of Fitness Club members households, indicating that 41% of members live in Westmont, 21% are from Clarendon Hills, and the remainder live in surrounding communities. President Long expressed concern about rentals in the gym taking away open basketball time from

members. Bob stated that a gym schedule will be presented at the next meeting for information and discussion.

Joel said that the supply of 44 x 11-inch logo towels at the Fitness Club is almost depleted. He presented a new 3-color design, which will display several logos representing District facilities and programs, with a cost of \$3 per towel. The Board discussed.

Motion was made by Comm. Moffett and seconded by Comm. Flynn to approve the purchase of 600 new towels, with the new design as presented, at a cost of \$1,800.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Joel informed the Board that he has been comparing costs of some of the District's current vendors. He researched costs for desk phone service and office supplies and reported that we are currently receiving the lowest prices. Regarding cell phone service, he is still researching both service and hardware. Finally, Joel installed a new module on RecTrac for sales, and the new back-up server is now complete.

There was discussion about placing sponsor signs at the Babe Ruth Field, since the Little League Field is full.

g. Parks/Maintenance Report

Ben reviewed the quality work done by maintenance staff for the Haunted Forest event. He reported that pond aerators were removed and have been stored for winter, and irrigation systems will get blown out later in the week. There was discussion about the pond aerator at Bernas Park. Also, all park restrooms have been closed for winter, except for Jim Long Pavilion, which is heated. Ben explained that new motion activated LED zip lights will be purchased for shelter restrooms. They will be installed by staff, and the material cost will be \$3,720. Ben informed the Board that a tree went down at the Golf Course, damaging a bench and the outlet for the water machine. The tree was removed safely, and a claim will be submitted for the damage.

Bob presented visuals of Sandra Smith's memorial plaque and sculpture, which has been installed at Smith Woods. Next, a bench will be installed and a butterfly garden will be planted.

h. Recreation Report

Dustin reviewed his recent presentation at Downers Grove School District 58, where he learned that these residents utilize both Ty Warner and Diane Main parks. He reported that final interviews are scheduled to take place after Thanksgiving for the Recreation Coordinator position. He reviewed the success of the Haunted Forest and Pumpkin Flotilla events. The Board suggested holding Pumpkin Flotilla before Haunted Forest, so that the pumpkins can remain in the pond during Haunted Forest. Dustin explained that Kids Club is running well and Pickleball will start earlier so that Kids Club can use the gym longer. Dustin stated that the new WYBA board members will begin to draft new by-laws. He reported on upcoming events and programs, including the Elf, Jr. performance and Bidy Basketball. Additionally, a new teacher was just hired at the preschool. Planning continues for the upcoming Winter Beer Fest and liquor liability insurance should be complete by the end of the week.

i. Other

Bob reported that Comm. Flynn's daughter is one of the finalists for the Recreation Coordinator position. It has been determined that it will not be a conflict of interests if she is hired and she is being considered solely on her own merits.

Agenda Item #10 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. Karesh, Comm. Moffett, Comm. Long

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 8:40 pm.