



**Westmont Park District Board of Commissioners**  
**Minutes of the Regular Meeting**  
**Ronald J. Gunter Administrative Center**  
**55 E. Richmond St., Westmont, IL 60559**  
**February 6, 2019 6:00 pm**

Agenda Item #1 Call to Order

President Long called the meeting to order at 6:05 pm.

Agenda Item #2 Roll Call

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, Senior/Special Events Coordinator, John Chorney, Parks & Facilities Foreman, Lenore Farmer, Finance Assistant & HR, Rachel Buster-Dorsey, Athletics Coordinator, Shannon Flynn, Administrative Office Assistant, Lorna Stepek, Administrative Office Assistant

Guests: WYBA Board Members Bill Belmonte, Jason Pecard, Alex Laskowski, George Kalecich, Tony Youngfelt

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – January 9, 2019
- b. Claims Ordinance – February 6, 2019

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

Roll Call Vote:

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

Nays: None

Absent: Comm. Conneely, Comm. Karesh

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

- a. General Public

There was no one present from the general public

- b. Written

There was no written correspondence.

c. Other

Dustin introduced the new Athletics Coordinator, Rachel Buster-Dorsey, to the Board. Lenore introduced the new Administrative Office Assistants, Shannon Flynn and Lorna Stepek, to the Board. President Long welcomed all three.

At this point, at 6:10 pm, Comm. Conneely entered the meeting.

President Long skipped ahead to Agenda Item #7.

#### Agenda Item #7 2019 Brochure Printing Bids

Bob informed the Board that the low bid of \$34, 258.02 from K. K. Stevens Publishing Co. is within our budget, and is recommended by staff. The printer for the last four years, American Litho, submitted the highest bid. The Board discussed.

Motion was made by Comm. Zapinski and seconded by Comm. Moffett to approve the bid of \$34,288.02 from K. K. Stevens Publishing Co. for two program guide series.

Roll Call Vote:

Ayes: Comm. Zapinski, Comm. Moffett, Comm. Conneely, Comm. Long

Nays: None

Absent: Comm. Karesh

Motion Carried.

At this point, at 6:12 pm, Comm. Karesh entered the meeting.

#### Agenda Item #6 WYBA Presentation and Budget Report

WYBA Treasurer Alex Laskowski began the presentation. He reviewed the number of players in the 2018 season and explained that the goal for 2019 is to try to keep team sizes small to ensure more playing time, while providing quality coaching and instruction at the entry levels. President Bill Belmonte introduced the board members, and acknowledged that the new on-line registration has been very successful. Mr. Belmonte was complimentary toward the fields at Veterans Memorial Park, however, he expressed concern about the need to upgrade the score booth, concession stand, dugouts, and storage. There was additional review and discussion about Opening Day, playing levels, coaching clinics, the travel program, umpire program, sponsorship, code of conduct, by-laws, and field care.

Mr. Laskowski reported that fees were raised this year at the Minor, Major, and Babe Ruth Jr. levels, and the multi-player discount has been eliminated. He then reviewed 2018 revenues. The WYBA members suggested putting their money into field improvements instead of paying rent to the District. The Board discussed, and reminded the WYBA that Veterans Park is District property and improvements need to be done correctly and safely. Additionally, the Board advised prioritizing projects and to be prudent with spending. The WYBA agreed that they will get approval for all improvements.

Motion was made by Comm. Zapinski and seconded by Comm. Conneely to waive the annual WYBA contribution to Westmont Park District in order to make improvements to Veterans Memorial Park fields.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

At this point, at 7:30 pm, President Long called for a brief recess.

President Long called the Meeting back to order at 7:35 pm. Upon reconvening, Comm. Karesh questioned if the WYBA conducts background checks on volunteers. Bob confirmed that they do.

#### Agenda Item #8 Unfinished Business

##### a. Maintenance Facility Update

Bob provided a photo of the front of the building, along with drawings of the interior floor plans, illustrating both office and warehouse space. He reported that the interior buildout permit has been received from the Village and the pre-construction meeting is scheduled for next Tuesday. Additionally, staff began saw cutting the concrete floor. He reviewed the floor plan, indicating office space, kitchenette, unisex restroom, mechanical space and storage space. Bob said that the fire protection room and power washer will be in the warehouse space with masonry block walls, which will be insulated. He explained that the mechanical space will house a furnace, slop sink, and emergency drench shower. Additionally, the small garage door is in and operating. The Board questioned the amount of warehouse space, and suggested adding a slop sink to the power washing room. Bob explained the desire to be economical and said walls can be added later if needed.

##### b. Property Conveyance from Village of Westmont Report

Bob reported that there are two ordinances that should get signed at the next Village Board Meeting, for Mertz Park and Ashford open space, along with Bernas Park Pond. Also, the IGA for Natatorium detention and the Warwick Avenue properties should also get addressed at this meeting.

##### c. Deer Creek Detention Update

Bob provided photos of the two detention basins near the Golf Course, and explained that the stormwater easement conveys water between the two basins. He reported that the Village of Downers Grove wants to bring the berm back to its original design and lower the easement 18 inches, so both basins will rise together. He assured the Board that this will not impact the District. He explained that Downers Grove is covering the cost and most of the work will be done on the easement, which is not District property. The Board discussed, and expressed concern about Westmont homes being at risk for flooding, while urging staff to stay informed about this project. Bob also explained that plans are being prepared to naturalize the two basins.

##### d. Spray Park and Backstop Operations for Final Program Guide

Dustin requested approval from the Board for hours of operation before the Summer Program Guide goes to print, and also to provide clear direction for Rocco, who will be managing both facilities. He acknowledged the Board's request to eliminate Spray Park maintenance breaks, explaining that staff can conduct chemical checks without interrupting service. Dustin proposed a schedule to the Board, requesting that the Spray Park remain open unsupervised during the week, after Labor Day, since it's very difficult to staff once

school starts. President Long reminded the Board that the Spray Park originally had free admission but it became so popular that it had to be staffed, which is when the District began charging admission. The Board discussed and expressed concern about charging during the summer, and then free admission in September, along with liability if unsupervised. The Board also suggested utilizing Fitness Club and Golf Course staff to supervise the Spray Park in September. After discussion, Dustin proposed free hours on weekdays, 9:00 am – 3:00 pm after Labor Day.

Motion was made by Comm. Karesh and seconded by Comm. Moffett to approve free weekday hours at the Spray Park after Labor Day, as presented.

Roll Call Vote:

Ayes: Comm. Karesh, Comm. Moffett, Comm. Conneely, Comm. Zapinski

Nays: Comm. Long

Absent: None

Motion Carried.

With regards to Backstop hours of operation, Dustin explained that sales are very low after 4:30 pm, so he proposed closing at 6:00 pm every night. Bob suggested staying open later during baseball night games and during events. The Board discussed.

Motion was made by Comm. Zapinski and seconded by Comm. Conneely to approve new hours for Backstop Concession Stand: 12:00 noon to 6:00 pm and 12:00 noon to 8:00 pm for baseball night games.

Roll Call Vote:

Ayes: Comm. Zapinski, Comm. Conneely, Comm. Moffett, Comm. Karesh

Nays: None

Abstain: Comm. Long

Motion Carried.

e. Other

There was no additional unfinished business.

#### Agenda Item #9 New Business

a. 2019 Statement of Economic Interest Filing

Bob reported that Commissioners and staff required to file a Statement of Economic Interest will receive an email from DuPage County in early March, with filing instructions.

b. Appointment of Board Vice Treasurer and Vice Secretary

Motion was made by Comm. Karesh and seconded by Comm. Zapinski to approve the appointment of Comm. Conneely as Board Vice Treasurer and Vice Secretary.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. WT Assessment Report for Community Center HVAC Mechanical System

Bob briefly reviewed the report prepared by WT Group, explaining that the office and gym are currently on rooftop units, while the rest of the building is on a boiler system. There were several options in the report and Bob recommended Option 3, for a cost of \$190,000. He stated that this project could be included in the budget for the next fiscal year, or included in the five-year plan. He reminded the Board that there are no electric fees in the Community Center since it is a disaster relief center. After discussion, the general feeling of the Board was that there will be no direction tonight, pending information presented by bond counsel at the March meeting. However, the Board was favorable toward Option 3. The possibility of a referendum was also discussed.

d. Treasurer's Report

Sharon reported that the accounts payable total is \$147,602.50, noting that the Musco payment of \$68,000 was included in that total. Also, the checking accounts total is \$3,421,413.84, which includes \$2,721,413.84 in the MaxSafe account. Sharon informed the Board that Byline Bank is offering a 13-month CD at 2.75% interest and requested direction about opening another CD. The general feeling of the Board was to review after the March meeting.

e. Revenue Facility Report

Joel reported that the Golf Course is currently closed but he is preparing for the upcoming season, and he informed the Board that the golf pro will return for lessons and clinics. He referred to a session he attended at State Conference, which suggested using golf courses in other ways, such as hosting special events.

Joel reported that Fitness Club membership is positive 13, and 16 students took advantage of the Winter College Special. The new 58" TV's have all been installed and have been very well received by the members, according to Joel. He informed the Board that the main motor from the rooftop cooling unit experienced a burn-out, which resulted in losing some equipment due to burnt-out wires. John reviewed the damage and explained that the phase protector did not work. Joel added that information is being gathered to file an insurance claim.

f. Parks/Maintenance Report

Ben reported that snow removal at all facilities has been done very well by his staff. He explained that so far this year the ice skating rinks have been open nine days. He plans to leave them open through the end of February and then begin to break them down to prepare the field for baseball season.

g. Recreation Report

Dustin informed the Board that the Recreation Department is now fully staffed and they have been working on budgets for upcoming summer programs. He reported on preparations for summer camp, Kids Club enrollment, Pickleball, Biddy and Travel Basketball playoffs, men's basketball league and activities at the Twin Lakes Learning Center. He said that Rocco attended his first WPA meeting and "13" will be performed beginning February 8<sup>th</sup> at Westview Hills Middle School. With regards to the Beer Festival, scheduled for Saturday, February 9<sup>th</sup>, 300 tickets have been sold, and Dustin predicts that there will be a great deal of walk-up attendance. He said the tent will go up on Thursday, and final inspection with the Police and Fire Departments will take place on Friday.

h. Other

Comm. Zapinski recognized Alice's 30 years of service and presented her with a service award.

#### Agenda Item # 10 Adjournment

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 9:15 pm.