



Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Ronald J. Gunter Administrative Center
55 E. Richmond St., Westmont, IL 60559
August 14, 2019 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. Conneely, Comm. Karesh, Comm. Moffett, Comm. Long, 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, Dustin Kleefisch, Supt. of Recreation, John Chorney, Parks & Facilities Foreman, Lenore Farmer, Finance Assistant & HR, Kim Baxter, Marketing Coordinator

Guests: Charlotte Daniels, Westmont Resident,
Amanda Konopka, Executive Director, Chicagoland MDA
Jen Lauer, Director of Development and Jeni Fabian, Executive Director, PRC

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – July 10, 2019
- b. Claims Ordinance – August 14, 2019

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. Conneely, Comm. Moffett, Comm. Long
Nays: None
Absent: None
Motion Carried.

Agenda Item #5 Open Forum and Correspondence

- a. General Public

There was no comment from the general public.

- b. Written

Bob summarized a letter from the District's attorney regarding a property tax appeal from Extended Stay America in Westmont. Bob explained that this appeal could have cost the District \$8,677, however, after the attorney intervened on our behalf, the refund was reduced to \$1,745. Bob said this amount will come off the top with future tax disbursements.

Bob presented a request to serve alcohol at a picnic to be held at Diane Main Park on September 28, 2019. The Board discussed.

Motion was made by Comm. Zapinski and seconded by Comm. Moffett to approve the request to serve alcohol at a Diane Main Park picnic on September 28, 2019.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Bob presented a request to serve alcohol at a family reunion to be held at Lions Park on August 31, 2019. The Board discussed, noting that there have not been any issues during park rentals in which serving alcohol has been approved.

Motion was made by Comm. Zapinski and seconded by Comm. Conneely to approve the request to serve alcohol at a Lions Park family reunion on August 31, 2019.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. Other

There were no additional comments or correspondence.

Agenda Item #6 Muscular Dystrophy Association and People's Resource Center/Race to the Flag Presentations

Kim addressed the Board, stating that this is the fourth year the District has partnered with PRC for Race to the Flag. She presented this year's donation of \$7,334 to Jeni Fabian and Jen Lauer of PRC, explaining that over \$26,000 has been donated in the last four years. Ms. Fabian and Ms. Lauer thanked the Board and staff.

Amanda Konopka of MDA expressed her gratitude to the Board and staff for allowing MDA's Muscle Walk event to be held at Ty Warner Park the last two years. She presented the District with a plaque and looks forward to the event in 2020. Bob acknowledged that this group is very respectful of our park.

Agenda Item # 7 2019-2020 Budget and Appropriation Ordinance No. 2019-4

a. Public Hearing

President Long opened the Public Hearing. There was no comment from the public.

President Long closed the hearing.

b. Board Action

Bob explained that the tentative budget was presented in May and the final budget was included in this month's packet. The Board discussed.

Motion was made by Comm. Karesh and seconded by Comm. Zapinski to approve the 2019-2020 Budget and Appropriation Ordinance No. 2019-4.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Agenda Item #8 Unfinished Business

a. 2019 OSLAD Grant

Bob confirmed that the Grant has been submitted for both OSLAND and Land and Water Conservation Fund. He explained that it will be a few months before we find out the results, and we will likely make a presentation in Springfield in October. President Long confirmed that the Village will be responsible for tearing down the house on North Warwick Avenue.

b. Other

There was discussion about the difference between restricted and unrestricted funds. Sharon provide the Board with her “cheat sheet,” detailing which funds are restricted and unrestricted. President Long explained that restricted funds cannot be moved. Bob stated that we try to maintain small balances in restricted fund accounts.

Agenda Item #9 New Business

a. National Conference

Bob said he will be attending this year’s conference in Baltimore, along with Dustin and Comm. Zapinski. He explained that any costs will be approved through the travel expense Ordinance No. 2016-6.

b. IAPD Gala and Gala Nominations

Bob reported that two WPA volunteers, Suzanne and AJ Andersen, have been nominated for the Outstanding Citizen Volunteer of the Year Award. He explained that if they are nominated to win, then commissioners and staff will attend the gala on November 1st.

c. Treasurer’s Report

Sharon reported that the checking total is \$4,778,564.48, the accounts payable total is \$245,613 and we continue with the \$200,000 CD. Insured balances were discussed. President Long advised staff to consult with the District’s bank to verify that what is in the report is correct and backed by the FDIC. Sharon will confirm.

d. Revenue Facility Report

Joel reported that the phone server upgrade is complete, however, it has been challenging to get the phones at the preschool working properly. He explained that golf course revenues are down approximately \$7,000 from last year. He noted that golf lessons are down from 2018 and the junior league, which just concluded, had low attendance this year. At the Fitness Club, the Wolverines skills clinics are underway, with two sessions running. According to Joel, this program is starting slow, but he is confident that it will build. He explained that ComEd replaced 20 inches of cable from the main electrical service to the club, however, this work required a 3-hour shut off to the power. The Board discussed, expressing a

preference that their sub-contractor trucks do not park in the lot at Ty Warner Park. Joel additionally reported that Fitness Club revenue is \$4,000 over last year's numbers and the new incumbent elliptical machine has been very well received. The Board asked what the old nursery space is being used for and Bob said ideas will be presented at a later date.

e. Parks/Maintenance Report

Ben presented before and after pictures of the new maintenance facility, explaining that the west building has been painted and the sliding gate was installed. Additionally, landscaping was completed in-house. He presented a picture of the Bernas Park pavilion, which was recently stained, also done in-house. The Board was pleased with both projects.

Ben then presented a picture of Diane Main Park field 1, on 59th street, explaining the need to install new asphalt behind the backstop, in order to eliminate tripping hazards near the flag pole and drinking fountain. Next, he presented a picture of the second green at the golf course, proposing reconfiguration of the pathway, also with asphalt. Bob and Ben both explained this project, which will help to control erosion. Ben received a proposal for both projects, stating that the cost for Diane Main Park will be \$8,193, while the golf course will cost \$14,828. The Board discussed, and advised staff to put the asphalt projects out for bid.

Motion was made by Comm. Karesh and seconded by Comm. Zapinski to authorize staff to go out to bid for asphalt repairs as presented at Diane Main Park and Twin Lakes Golf Course.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Westmont resident Charlotte Daniels addressed the Board, asking if the pathway project is the only proposed change at the golf course. She was informed this is the only golf course project. She then asked about the bridge at the 7th tee, explaining that there is a great deal of growth at the creek. Bob said that maintenance will be done if needed and Ben said this growth is for erosion control, in order to stabilize the creek bank.

Ben then reported on the Bernas Park pond fountains, explaining that after they were returned for warranty work, it was discovered that they were damaged by muskrats chewing through the wiring. Muskrats also destroyed the power cables going to the fountains. He presented a visual of trenching that will be done with conduit to help prevent these issues.

According to Bob and Ben, five muskrats were later trapped by a licensed trapper.

Lastly, Ben reported on three main irrigation line breaks at Ty Warner Park, explaining that all breaks have been repaired.

f. Recreation Report

Dustin informed the Board that the Alex Bregman autism event at Ty Warner Park was cancelled, however it will be rescheduled for next year. He reported that the Recreation Coordinator position has been posted, the top five candidates will be selected, and he will begin the interview process at the end of the month. Summer Camp concluded and Dustin said the program was very successful, and staff did a great job. He presented a chart, and reviewed the budget, growth percentage and enrollments, stating that total profit from this year's program was \$45,475.71, which is a profit margin of 82%. He reviewed Summer

Camparama, which currently has 26 enrollments. WYBA Fall Ball registration is open and Dustin said registration numbers are good so far.

Dustin reported on park rentals, stating that there have been 247 rentals to date, generating \$38,082 in revenue. The Board began discussion about large groups that just show up for a picnic without a permit, though the District's ordinance states that groups of 20 or more need a permit. Bob reviewed the ordinance, stated that he is addressing this situation with Park Patrol, and explained that some groups who just show up will pay for a permit on the spot, or they may leave. The Board expressed concern about enforcing this ordinance, since we want people to come to the parks, while acknowledging that fees are necessary for park maintenance. Current rental fees were then reviewed, and the Board requested that this topic be on next month's agenda.

Dustin addressed the WPA spending procedure, explaining that he creates a budget, it is presented to the committee, and he monitors spending for each show. He reviewed Spray Park attendance and post Labor Day hours, along with the new shift schedule at the Backstop. He informed the Board of upcoming fall events, including the rescheduled Pet Promenade/Touch-a-Truck, and new events Nerf Night and Zombie Run. Lastly, Dustin reviewed the recent softball clinics, the new early childhood nature classes, preschool enrollment, and Wolverines Travel Basketball tryouts.

g. Other

Bob noted the success of last weekend's Summerfest Softball Tournament.

Agenda Item #10 Adjournment

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 7:30 pm.