



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
By Remote Attendance
April 8, 2020 6:00 pm**

Agenda Item #1 Call to Order

President Long called the Meeting to order at 6:03 pm.

Agenda Item #2 Roll Call

Comm. Conneely, 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, Dustin Kleefisch, Supt. of Recreation, John Chorney, Parks & Facilities Foreman, Lenore Farmer, Finance Assistant & HR, Craig Grember, TLGC Clubhouse Manager

Agenda Item #3 Pledge of Allegiance

Due to the virtual nature of the meeting, those in attendance were in agreement to not say the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – March 11, 2020
- b. Special Meeting Minutes – March 18, 25 and April 1, 2020
- c. Claims Ordinance – April 8, 2020

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

a. General Public

There was no one present from the general public.

b. Written

Bob presented a request from Holy Trinity with regards to their Parish Fest, scheduled for September 4-7, 2020. Bob explained that they want to close down Linden Street all weekend for the event. The Board discussed, expressing concern about maintaining access to the Administrative Center and any impact this event may have on baseball games in Veterans Park.

Motion was made by Comm. Moffett and seconded by Comm. Zapinski to approve the Holy Trinity Parish Fest Linden Street road closure request, from Dallas Street to the Gregg House Museum.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. Other

There were no additional comments or correspondence.

Agenda Item #6 Unfinished Business

a. COVID-19 Impact on Programs and Operations

Bob stated that a letter has been mailed to part time staff advising that they will be officially laid off as of April 28, 2020, due to lack of work resulting from the COVID-19 pandemic. Part time staff will continue to receive their normal hourly wages through April 27, 2020. Bob reported that all basketball courts have been completely closed, with plywood and screws, which will be easy to remove when we are able to reopen. According to Bob, tennis courts remain open, and patrons are following social distancing rules, which are reinforced through signage and park patrol. Additionally, playgrounds remain closed and the Zipline seats have been removed. The Board requested current copies of the Conduct Ordinance, so all are up to date on rules and regulations. Finally, Bob spoke with District 201 School Supt. Kevin Carey about the dance recital, which was scheduled to take place on May 2, 2020 at Westmont High School, and the school district will cooperate if we are able to reschedule that event later in the year.

b. WCC HVAC Project

Since the bids have been rejected, Bob continues to investigate other options, and he has been in contact with Midwest Mechanical. He explained that they have construction crews and engineers, and they offer financing. He explained that bids are not required since this is a joint purchasing program. The Board discussed, and Bob added that the current system could make it through next winter if this project does not happen.

c. Legislative Conference

Bob stated that this event, originally scheduled for April 28-29, 2020 has been postponed and we are not certain if it will be rescheduled.

d. Other

There was no additional unfinished business.

Agenda Item #7 New Business

a. FMC Liquor License Request

Bob explained that he's not certain how liquor will be used in this facility, since this was not addressed in the ground lease, however, there will be no Board action tonight, since this is being presented for information. The Board began discussion, expression concern about whether alcohol should be served at this type of facility, which will be frequented by high

school and college kids, along with the District's summer camp participants, while also acknowledging that alcohol may simply be served for special events in the building. Also, the Board stressed this request should have been brought to their attention first, since the natatorium is on District property. Additionally, any request concerning this property needs to be brought to the Board's attention first.

Further discussion involved Board concerns that there still has been no final approval from Ty Warner, that this facility does not turn into a health club and thus compete with the District's Fitness Club, and that Westmont Park District is not part of the natatorium's name. Bob explained that our lease with FMC is complete, however, we still do not have complete documents from the original 2002 agreement with Ty Warner.

b. Treasurer's Report

Sharon presented the newly updated Cash and Investment report, which now includes monthly checking accounts balances and interest earned for the current fiscal year. The Board reviewed the fiscal year summary and Sharon explained that August to November 2019 was not typical, as the FMC payment was in the account, earning interest. She reported that the accounts payable total is \$61,517.71 and the checking accounts total is \$2,874,552.34.

There was discussion about possible delays with tax distribution payments. Sharon confirmed that this is likely and she is currently preparing a cash flow report to present this information. President Long was in agreement about the delay, explaining that the District usually receives two large payments, in June and September, and we should be prepared for the first payment to be delayed. Due to this uncertainty, the Board advised to hold off on any unnecessary spending at this time. Bob confirmed that this has been communicated with staff.

c. Revenue Facility Report

Joel reported that he has been working on many processes in order for staff to work from home, he has been keeping the website updated, and he continues to research Budget Workshop projects. He and Bob began interviewing candidates for the new Fitness Club manager position just as the stay at home order was issued, so that remains on hold while the club remains closed. The Board discussed, with the general feeling being that this may not be the best time for hiring, while also expressing concern about losing a good candidate for this position. Joel will wait for Board approval before proceeding.

The Golf Course remains closed until further notice, however, Junior Golf League registration will still take place, though it will be delayed one month; resident registration is scheduled to begin on May 5th and non-resident will begin on May 7th. Registration will be done on-line utilizing GolfNow for tee times, while payments will be managed over the phone from the registration office.

Though the Fitness Club remains closed, it has been thoroughly cleaned. Also, the floors have been resurfaced, rather than waiting until July, and the racquetball court lights have been received and will be replaced after the floors have cured.

d. Parks/Maintenance Report

Bob was complimentary to maintenance staff, who have been able to continue working on projects while still social distancing. Bob reported that work continues, slowly, on the Babe Ruth Field drainage project, projects are getting done at the Fitness Club and in the parks, and mowing has started at the Golf Course. John reported that staff continues to monitor all parks and facilities, staff is working safely with only one person per truck, and plans are in place to begin mowing at all parks.

e. Recreation Report

Dustin reported that he has been utilizing the resources on the NRPA website for dealing with the COVID-19 pandemic, and he continues working with his staff to be prepared with programming when the District can reopen. He explained that the intern will most likely not be able to return, however, Dustin was able to provide him with some at-home assignments so that he can complete his internship requirements. According to Dustin, WPA cancelled the summer musical, Sister Act, however, the rights have been extended into next year, and Little League Baseball and Softball have been postponed until May 11th. He informed the Board that Rec staff has been presenting theme week activities on the District's Facebook page, and they have also been assisting with daily park patrol. Bob was complimentary to the Recreation Department for the professional manner in which staff responded to families with regards to program cancellations.

f. Other

The Board was agreeable to continue virtual meetings every week. The next Special Meeting is scheduled for Wednesday, April 15, 2020, starting at 5:00 pm.

Agenda Item #8 Adjournment

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 7:02 pm.