



**Westmont Park District Board of Commissioners**  
**Minutes of the Regular Meeting**  
**Ronald J. Gunter Administrative Center**  
**55 E. Richmond St., Westmont, IL 60559**  
**August 12, 2020 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. 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, Lenore Farmer, Finance Assistant & HR, Chris Evans, Fitness & Membership Services Supervisor, Alice Krampits, Senior/Special Events Coordinator

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – July 8, 2020
- b. Special Meeting Minutes – July 23 and August 5, 2020
- c. Claims Ordinance – August 12, 2020

A 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. Conneely, Comm. Karesh, 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 made note of the formal agreement from DuPage County, as part of the CARES Act for COVID-19 related expenses. He explained that it was signed by Commissioners Long and Zapinski and the District is expected to receive a \$33,000 reimbursement.

c. Other

There were no additional comments or correspondence.

## Agenda Item #6 Introduction of New Fitness and Membership Services Supervisor

Joel introduced Chris Evans, who started on August 10, 2020, to the Board. Chris introduced himself. The Board welcomed him to the District.

## Agenda Item #7 2020-2021 Budget and Appropriation Ordinance No. 2020-2

### a. Public Hearing

President Long opened the Public Hearing, stating that this ordinance was prepared in tentative form by staff and has been available to the public for at least 30 days prior to tonight's hearing. He explained that the ordinance establishes the budget and appropriates the money the District plans to spend this fiscal year. There was no one present from the general public, and there were no comments from the Board.

Motion was made by Comm. Karesh and seconded by Comm. Conneely to close the Public Hearing.

#### Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

### b. Board Action

Motion was made by Comm. Zapinski and seconded by Comm. Moffett to approve 2020-2021 Budget and Appropriation Ordinance No. 2020-2.

#### Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

## Agenda Item #8 Unfinished Business

### a. Kids Club and Extended E-Learning Program Opportunities

Bob reported that Kids Club will take place at the Community Center for District 60 students, while the District 201 E-Learning program will be held at Manning Elementary. He referenced a survey sent to school parents, and 53 responded as needing this program. He explained that a letter will be sent to District 201 families, with details of the Extended E-Learning Program. Having access to Manning's cafeteria, art and music rooms, and gym, Dustin explained that the purpose is to provide a supervised, proctored environment during the E-Learning period, from 9:00 am – 3:00 pm, for up to 36 students, while following State safety guidelines. However, enrollment may be increased to 48, which will still allow for safe social distancing. After 3:00 pm, regular Kids Club will take place until 6:30 pm. According to Dustin the school district has been very cooperative, and will also provide bus service if needed. Additionally, each student will work from a school-provided Chromebook. Staffing requirements were reviewed, along with cleaning procedures. Finally, Bob explained that we are not responsible for the students' academic success or failure, as

the school will monitor. The Board questioned fees. Dustin will forward the budget template. The Board was supportive of this program.

b. WCC HVAC Project Update

Bob reported that the pre-construction meeting took place today, and rough electrical work will begin on August 24<sup>th</sup>. District staff will remove ceiling tile, and the new unit is scheduled to arrive between September 3<sup>rd</sup> and 7<sup>th</sup>.

c. Sponsorship Opportunity

Dustin reported that he met with the owner of Zazzo's Pizza who would like to provide the District with a \$2,000 sponsorship. Dustin explained that he is interested in purchasing field signs, sponsoring a hole at the Golf Course, and catering pizza sales at the Golf Course, when it is safe to serve food again, along with other promotional options. After discussion, the Board expressed concern about the District's long-standing relationship with L & F Pizza, however they were agreeable to the field sign and sponsoring a hole at the Golf Course. The Board will not make a decision tonight as Dustin will send the Board details for their review.

d. Other

There was no additional unfinished business.

Agenda Item #9 New Business

a. Community Digital Network – Digital Sign Proposal for Bellerive Park

Bob presented the idea of a digital sign in front of Bellerive Park, in which we would have the ability to exclusively promote District programs and events. Also, the Westmont Park District logo would be on the sign. According to Bob, we would not be purchasing the sign, however, there will be advertising revenue sold by the owner. There was discussion about possible signage on Blackhawk Drive, at Ty Warner Park. However, Bob explained that this would be available to other business as well, not exclusively for the District. The Board was in favor of District presence on 63<sup>rd</sup> Street, and discussed purchasing the sign, with legal guidance. Bob will provide more information for Board review.

b. FMC Natatorium Open House Tour – August 29<sup>th</sup>

According to Bob, FMC would like to present their facility to the public as they get closer to opening. The open house is scheduled for Saturday August 29, 2020, 10:00 am – 2:00 pm. Bob will be in attendance, explaining the relationship between the District and FMC. The tours will consist of small groups and social distancing will be observed.

c. Treasurer's Report

Sharon reported that 53% of the tax revenue distribution has been received, for a year to date total of \$2,062,780.49. The checking accounts total is \$3,971,552.72, we continue with the \$200,000 CD at 1.20% interest, and the accounts payable total is \$217,348.04.

d. Revenue Facility Report

Joel reported that he has been managing some marketing functions, including editing the digital program guide as needed. According to Joel, the Golf Course is operating extremely well, and greens fees are up approximately \$25,000 over 2019. He added that cart rental is up as well, due to the single rider requirement. At the Fitness Club, Joel explained that the 2-floor set-up, along with separate cardio and weight rooms, works in our favor with regard to

capacity limits, and he is working toward increasing hours. Though memberships are still being cancelled, there have been some new sign-ups, and the Club is still running well.

e. Parks/Maintenance Report

Bob reported that old park signs are currently being replaced, which includes pouring footings. Beautification projects are in progress, and trees that have died will start to be replaced at the end of the month. He explained that an upcoming fall project at Ty Warner Park will involve excavation and sod, while extending drainage and irrigation, as was previously done at Diane Main Park, field 1. Bob presented photos of clean-up resulting from damage after Monday's storm. While showing a photo of weeds at a playground, as the District no longer uses roundup weed killer, Bob reviewed a proposed treatment plan involving Scythe herbicide, which does not contain chemicals.

Bob then presented several photos of Golf Course improvements, including the bridge at hole 7, pathway improvements, a new swale, and permanent bench pads. Bob reported on the geotechnical report at hole 4, which found junk soils for the first 6 feet. Also, the pond is not an engineered basin, and it is always up due to so much rain. The recommended treatment will be a geo-grid with rip rap. When complete, the report will be presented to the Board.

Additional photos were presented, including a bench pad near the northwest pond at Ty Warner Park, new hot coal disposal barrels, and the recently-seeded Bernas Park sled hill.

f. Recreation Report

Dustin reported on current field rentals, which have increased over 2019, and park rentals, which are down from last year. According to Dustin, summer camp ran well, with a 145% profit margin and \$25,000 in revenue, and Camp in a Box was very successful. He explained the challenges of athletic programming, due to revised State regulations. Girls softball will run, however, flag football and soccer were cancelled. Travel basketball registration is delayed, and the hope is to begin play on January 1<sup>st</sup>, with a condensed season going from 16 games to 12. WYBA fall ball evaluations are currently scheduled, and will include a new instructional level. Senior programs are slowly being reintroduced; both pickleball and watercolor class have safely resumed. Fall special events are still being considered.

g. Other

Bob reported that the Spray Park is scheduled to remain open through mid-September.

Agenda Item # 10 Closed Session

A motion was made by Comm. Moffett and seconded by Comm. Karesh to move into Closed Session pursuant to Section 2 (c) (1) of the Open Meetings Act to consider the appointment, employment, compensation, discipline, performance or dismissal of the specific employees of the public body, and pursuant to Section 2 (c) (5) of the Open Meetings Act to consider the purchase or lease of real property for the use of the public body.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Board moved into Closed Session at 7:30 pm.

President Long called the Regular Session back to order at 8:00 pm.

#### Agenda Item # 11 Adjournment

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 8:01 pm.



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President Long called the Closed Session to order at 7:48 pm.

Present: Commissioners Conneely, Karesh, Long, Moffett, Zapinski  
Executive Director Bob Fleck

The session began with discussion of personnel, specifically the delayed compensation of full time staff. The Board considered whether this should take place or be deferred for the entire fiscal year. Commissioner Long suggested the Board consider rewarding staff in December because of staff's response during and due to COVID. Commissioner Karesh asked if the Board should be doing this as a public body because of financial impacts created by COVID. An option to salary increases was the idea of bonuses, a one-time payment that does not increase annual salaries or IMRF contributions.

The Board informed Director Fleck he is to work on recommended merit proposals to be presented at the November 2020 Meeting for the Board's consideration.

Potential land acquisition was discussed next. Commissioner Long reported that the two properties of interest on North Grant Street had sold. The Board and Director are to look for other opportunities for land acquisition to acquire open space with the pending House Bill 64 grant award.

Seeing no further business to discuss, a motion was made by Comm. Karesh and seconded by Comm. Zapinski to return to Open Session.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Board reconvened to Open Session at 8:00 pm.