



Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
By Remote Attendance
November 11, 2020 6:00 pm

Agenda Item #1 Call to Order

President Long called the Meeting to order at 6:07 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, Anna Labeledz, Marketing & Communications Specialist

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – October 14, 2020
- b. Closed Session Minutes – October 14, 2020
- c. Claims Ordinance – November 11, 2020

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 in attendance from the general public.

b. Written

Bob recently attended the IPBC quarterly meeting and he reported that there is \$149,000 in the terminal reserve. Because so little insurance was used during the COVID shutdown, we have very low loss control and there will be rebates across the board.

c. Other

There were no additional comments or correspondence.

Agenda Item #6 Unfinished Business

a. Ty Warner Park

1. Security Cameras

Joel reminded the Board of the electrical challenge, however there is now a solution which will keep the cameras on constant power. He reported that the security camera cost will come in at approximately \$17,000; this cost was approved at the October Regular Meeting. The Board advised staff to place signage in the park informing patrons of security camera usage.

2. Wi-Fi

According to Joel, this is the third time he has researched Wi-Fi at Ty Warner Park, with the most recent being in 2016, for a cost of \$26,000. He reported that the cost is now \$99, and will involve boring under the street from Blackhawk Park. He explained that there will be a 2-year contract, with a cost of \$150 per month for internet. Joel added that we are currently paying \$30 per month for the TimeClock at the Backstop; this fee will be removed. The Board discussed and was in agreement that the \$150 monthly fee for Wi-Fi at Ty Warner Park is well worth it.

b. Fritz Werley Park Grant Update

President Long reported that the appraisal for the property next to the park has been obtained, however, this cannot be discussed until the State has given formal approval. Once approved, then we can move forward, go to the owner with the appraised offer and hopefully lock in the property within the next four to six weeks. Bob confirmed that the approval process with the State will move slowly. According to President Long, after closing, the house will be taken down, with the Village being responsible for all removal costs. The Board will then discuss development in the Spring.

c. Board to Consider Annexation of Certain Parcels Within Village Corporate Limits that Were Not Included for Annexation by the Park District

President Long reviewed the approximate loss of tax revenue from the four properties. The Board began discussion, noting that annexation of these properties was considered at the March 11, 2020 Regular Meeting, and they were in agreement to pursue these annexations. Once the COVID pandemic began, it didn't seem appropriate to take action, however, after further discussion, while acknowledging that the property owners may not be agreeable, the general feeling of the Board is to now pursue the annexations.

d. Other

There was no other unfinished business.

Agenda Item #7 New Business

a. 2020 Tax Levy Ordinance

1. Public Hearing

President Long opened the public hearing. There was no one present from the general public. There were no comments from those present.

Motion was made by Comm. Zapinski and seconded by Comm. Conneely to close the public hearing.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

2. Board Action – 2020 Tax Levy Ordinance No. 2020-4

Motion was made by Comm. Zapinski and seconded by Comm. Conneely to approve 2020 Tax Levy Ordinance No. 2020-4.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

b. Board to Consider Ionization Systems for HVAC Units

Bob reported that this is under consideration to keep the District's facilities clean and healthy. These systems have become very popular since the onset of COVID, and are currently being used in hospitals, airplanes offices, etc. A chart of costs was presented, along with a video explaining ionization and how the process works. President Long reported that pricing has been provided from Ernie Hatchell, a Westmont resident who sells HVAC equipment. Installation pricing is being provided by Midwest Mechanical, who recently completed the Community Center HVAC project. The Board began discussion about cost, and reviewed the recent decision to begin pond sediment removal. The general feeling of the Board was that this project can be delayed, as putting in the ionization systems should become the priority, with the Fitness Club being the first facility to get this system. There were questions about maintenance and Bob confirmed that there is virtually none.

Motion was made by Comm. Karesh and seconded by Comm. Moffett to approve the purchase of air ionization systems from Hatchell & Associates, with installation services from Midwest Mechanical, not to exceed a cost of \$20,000.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. Treasurer's Report

Sharon reported on the Bond payments, which were in this month's claims. The Board continued the discussion from the October Regular Meeting of adjusting the District's fiscal year to a calendar year. Sharon acknowledged that we still need to learn the implications of switching to a calendar year, however, she will follow up with the auditor. President Long reminded those present that the District operates with a fiscal year due to tax revenue distribution. Discussion continued about the probably benefits of operating on a calendar year. Bob stated that a short-term budget can be created for June 1 – December 31, 2021, while Sharon said there would be two audits in 2021. After discussion, the Board was in agreement to consider adjusting the fiscal year at the December Regular Meeting.

d. Revenue Facility Report

Joel reported that Chris is settling into his role at the Fitness Club, and he continues to work with Anna as she is learning her marketing responsibilities. He noted that the District's social media presence has increased. He has also been working with the server, registration software, security cameras and Wi-Fi. He also participated in training on multifactor authentication and is in the process of submitting the IPRF Safety Grant for new high visibility outerwear for the parks maintenance staff. According to Joel, golf is still doing well and revenue is up \$84,000 over 2019. He added that many tee time continue to be reserved. However, at the Fitness Club, activity has been slowing down as COVID cases increase. Joel reported that we still get the occasional new member, but total losses since March are 166 memberships, which equals 307 people. He plans to advertise the new ionization system once installed. The Board advised staff to continue to control expenses and though there may be tough year ahead to try and stay positive.

e. Parks/Maintenance Report

Bob reported that duct cleaning is currently going on at the Administrative Center, and will next take place at the Fitness Club. He presented a picture of the new crosswalk installed by the Village at Bernas Park, to ensure safety. He next showed pictures of work being done at Ty Warner Park ballfields 1 and 2, with irrigation, drainage, electric and excavation, in order to prevent wash out. He explained that sod will be put in next week, and all work has been done in-house with District maintenance staff. The Board acknowledged the quality work done by staff. Also, the mow crew is still mowing grass and mulching leaves. Additionally, winterization of park restrooms is being scheduled. Bob explained that is has been delayed due to the nice weather, however it needs to be done now before freezing temperatures begin. He reviewed the process of faucet removal and storage.

f. Recreation Report

Dustin reported on enrollment totals for the E-Learning program and Kids Club, explaining that staff continues to work on scheduling as the school districts switch from classroom to full remote learning. Dustin reported on the current success of the dance program, with 84 registrations for 22 dance classes. Dustin presented three uniform options for Wolverines Travel Basketball, requesting advisement from the Board. He explained that fees have been collected from 86 participants to date. A picture of the uniform choices was presented and registration fees were reviewed: \$450 for residents and \$550 for non-residents. He feels that there may not be any game play this season, which will result in partial refunds. He explained that this has been communicated to parents. Bob assured that registration money received will cover uniform costs. The Board discussed and recommended purchasing the more expensive uniform, costing \$70, in order to provide the basketball players with something nice and to promote the program. Next, Dustin requested Board direction for the Holly Days Story Time Train program. He explained that only 32 tickets have been sold to date, due to COVID concerns. He recommended cancellation due to low enrollment and potential health risks. The Board discussed and was in agreement to cancel this program.

g. Other

The Board was in favor of continuing to meet via Zoom rather than in-person.

Agenda Item #8 Adjournment

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 7:47 pm.