



**Westmont Park District Board of Commissioners  
Minutes of the Regular Meeting  
Ronald J. Gunter Administrative Center  
55 E. Richmond St., Westmont, IL 60559  
October 9, 2019 6:00 pm**

**Agenda Item #1 Call to Order**

President Long called the Meeting to order at 6:02 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, Alice Krampits, Senior/Special Events Coordinator, Lenore Farmer, Finance Assistant & HR, Edith Garcia, Recreation Coordinator

**Agenda Item #3 Pledge of Allegiance**

Those present recited the Pledge of Allegiance.

**Agenda Item #4 Consent Agenda**

- a. Regular Board Meeting Minutes – September 11, 2019
- b. Closed Session Minutes – September 11, 2019
- c. Claims Ordinance – October 9, 2019

Motion was made by Comm. Moffett and seconded by Comm. Zapinski to approve the Consent Agenda, with correction to Executive Director's contract dates recorded in Regular Board Meeting Minutes of September 11, 2019.

**Roll Call Vote:**

Ayes: Comm. Moffett, Comm. Zapinski, 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 presented a request from a parent of a soccer player, wanting to use a drone to film a girls' team soccer practice. Bob explained that he originally denied this individual's request, so the individual has now submitted a written request to the Board. The Board discussed, expressing concern about insurance and District policies, and FAA rules, while advising staff to provide proper waivers.

Motion was made by Comm. Conneely and seconded by Comm. Moffett to approve a one-time drone use in order to film a girls' team soccer practice.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. Other

Bob informed the Board that the County will start filming the Ashford Open Space naturalization progression, explaining that this project will take approximately three to four years. The Board suggested posting a sign informing residents of the project, noting approval by the Park Board.

#### Agenda Item #6 Introduction of New Recreation Staff Member – Edith Garcia

Dustin introduced new Recreation Coordinator Edith Garcia to the Board. Her first day was September 30<sup>th</sup>. The Board welcomed Edith to the District.

#### Agenda Item #7 \$940,000 Bond Issue/\$323,000 General Obligation Bonds – BINA Hearing

a. Public Hearing Concerning the Intent of the Board of Park Commissioners to Sell \$323,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

President Long opened the Hearing and the Board discussed the proposed Bonds issue to finance capital projects. There was no one present from the general public.

Motion was made by Comm. Karesh and seconded by Comm. Zapinski to adjourn the Public Hearing.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

b. Authorize Staff to Acquire Bids on a \$940,000 Bond Issue for November 26, 2019  
\$617,000 Debt Retirement and \$323,000 Capital Projects

Motion was made by Comm. Karesh and seconded by Comm. Conneely to authorize staff to acquire bids on a \$940,000 Bond Issue for November 26, 2019.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

## Agenda Item #8 Unfinished Business

### a. Paving Projects

Bob explained that the weather is not cooperating. He informed the Board that there was a pre-construction meeting last week and everything is in place from J & R Asphalt, however, we are in a holding pattern until everything dries out. He said the work at Ty Warner Park should begin next week.

### b. Natatorium/Ty Agreements

Bob reported that he received an update today from District Attorney Steve Adams, explaining that he has had positive correspondence with Ty Warner's attorney. It appears Mr. Warner is in favor of working toward a single-page declaration, and the agreement should be wrapped up soon.

With regards to the Natatorium's software, Bob is hopeful they will utilize RecTrac, which is the same software the District uses. This will be helpful for registrations and reports. According to Bob, Joel has scheduled a demo on October 17<sup>th</sup>, in the Administrative Center.

### c. Wolverines Elite Training Program Update

Joel reported that of the 12 sessions offered, 6 ran, with a total of 21 participants, and generated \$4,880 in revenue. This training program will run year round, and Bob explained that a discount is offered for anyone on a Wolverines team. According to Bob, those families in the program are pleased with it.

### d. NRPA Recap

Bob reported that there was a lot of good information, with many sessions focusing on mental health, staffing challenges and ESports. Bob commented on the "silver tsunami" of many professionals in the industry who are retiring at the same time and the struggle to replace them. Additionally, there was discussion about ESports and the possibility of incorporating them into District programming, while still continuing to offer recreation and sports opportunities.

### e. Other

There was no additional unfinished business.

## Agenda Item #9 New Business

### a. Proposed 2019 Tax Levy

Bob presented the 2019 Proposed Tax Levy to the Board for review, explaining that we will have the final levy in November, which will then be submitted to DuPage County.

### b. Treasurer's Report

Sharon reported that the checking total is \$5,650,070.99, the \$200,000 CD at Royal Bank will mature March 22, 2020 and the Accounts Payable total is \$133,014.22. She explained that the interest rate for the MaxSafe account has gone down to 2.27%, which will be to our benefit.

### c. Revenue Facility Report

Joel reported on the successful membership appreciation Oktoberfest Event at the Fitness Club. He explained that this has been an IT-heavy month and reviewed his current projects, including registration software at the Fitness Club. President Long suggested that a new

SCIFIT machine is needed since it's so popular. Joel was in agreement and informed him that the recumbent elliptical is the new, upgraded model. He informed the Board that the new Race to the Flag website should be ready in December, and he reported on upcoming registration software improvements, at no cost to the District.

The Board stressed the importance of keeping websites updated, along with the outside message boards, and job postings. The Board then inquired when hourly pay rates would be discussed and Bob explained that he has been working on this and is almost ready to present.

The Board then inquired about the vacant Membership Services & Fitness Manager position at the Fitness Club. Bob reviewed some of the requirements, and said that a more detailed discussion will take place in Closed Session.

d. Parks/Maintenance Report

Ben reported that the Golf Course greens will not be aerated this fall due to current wet conditions. He informed the Board that there hasn't been a need to water since early September, and all irrigation systems have been turned off. He said that winterization of the irrigation systems will begin at the end of October. He reviewed Smith Woods improvements, the new outdoor preschool classroom and Haunted Forest set-up.

e. Recreation Report

Dustin thanked the Board for the opportunity to attend the NRPA conference. He commented on Kids Club registrations, most from Manning School, and credited Rocco for covering the program until a new supervisor is hired. He reviewed WYBA's fall ball and said the season is scheduled to finish on October 20<sup>th</sup>. He reported that park rentals were very successful this year. There were 263 total rentals, generating \$41,487.50 in revenue. He informed the board that the Spray Park closed on September 30<sup>th</sup>, and there were a total of 11,845 visits this year. He reviewed the success of recent events, including Nerf Night and The Last Straw, and previewed upcoming events, including Pumpkin Flotilla, Haunted Forest, and Pet Promenade and Touch-A-Truck. Regarding athletics, he commented on the new Suburban Adult Athletic League, Wolverines Travel Basketball, and developing Wolverines Softball into Little League. Dustin presented the Twin Lakes Learning Center budget and fee structure recommending a 3-hour class time, in order to make this program more competitive.

f. Other

The Board inquired about the heating system in the Community Center, and Bob explained that we will go out to bid in January and this will be a spring project.

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, compensation, discipline, performance or dismissal of the specific employees 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 adjourned to Closed Session at 7:30 pm.

President Long called the Regular Session back to order at 8:30 pm.

#### Agenda Item #10 Adjournment

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 8:33 pm.



**Westmont Park District Board of Commissioners**  
**Minutes of the Closed Session**  
**Ronald J. Gunter Administrative Center**  
**55 E. Richmond St., Westmont, IL 60559**  
**October 9, 2019**

President Long called the Closed Session to order at 7:30 pm.

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

Executive Director Fleck presented his proposed 2021 Minimum Wage Impact and Staff Transition Plan, sharing the impacts it will have on budget and current full time staff. This topic was inherently connected to the Director's recommendation to hire a membership coordinator for the Fitness Club, a position that is expected to evolve into a future general manager position. Commissioner Karesh expressed concern for the budget, with having to pay for two full time staff if acted upon. Director Fleck advised that paying for two full time staff members is not the long term plan.

The Board has asked the Director to further investigate budget scenarios and the financial impact of early retirement options for the Board's consideration before moving forward and hiring a replacement for the past membership coordinator. Director Fleck will bring this information back to the Board at the November meeting, or as soon as it has been gathered.

A motion was made by Commissioner Karesh and seconded by Commissioner Moffett to return to Open Session.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Board returned to Open Session at 8:30 pm.