



Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Ronald J. Gunter Administrative Center
55 E. Richmond St., Westmont, IL 60559
July 14, 2021 6:00 pm

Agenda Item #1 Call to Order

President Karesh called the Meeting to order at 6:00 pm.

Agenda Item #2 Roll Call

Comm. Conneely, Comm. Karesh, Comm. Pecard, Comm. Zapinski
Staff Present: Bob Fleck, Executive Director, Sharon Macak, Supt. of Finance, Joel Hymen, Supt. of Revenue Facilities & IT, Lenore Farmer, Finance Assistant & HR, Anna Labeledz, Marketing & Communications Specialist, Brandon Knox, Recreation Coordinator

Guests: Yvonne Novak, RCP Insurance Services
Dr. Pam Simon, Holy Trinity School Principal
Bill Belmonte, WYBA President

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – June 9, 2021
- b. Claims Ordinance - July 14, 2021

A 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. Pecard, Comm. Karesh

Nays: None

Absent: Comm. Moffett

Motion Carried.

Agenda Item # 5 Open Forum and Correspondence

a. General Public

Dr. Pam Simon, Holy Trinity School Principal, addressed the Board, expressing her appreciation for Holy Trinity's relationship with the District. Dr. Simon thanked the Board for their continued support of the students and staff, and for usage of the Community Center Gym. The Board was appreciative of Dr. Simon's presentation. Bill Belmonte thanked the Board and staff for their continued support of WYBA, and presented a payment for \$14,500. He was very complimentary toward the good conditions and maintenance of the baseball fields. He reviewed spring registration

numbers and informed the Board about the upcoming District 11 tournament, which will be played at Veterans Memorial Park. The Board was appreciative of Mr. Belmonte's presentation.

b. There was no written correspondence.

c. Other

Bob informed the Board that he approved several requests this month to serve beer and wine during park rentals.

Agenda Item #6 IPARKS Renewal

Yvonne Novak introduced herself to the Board and referenced the IPARKS program overview sent to the Board prior to the meeting. She provided a coverage summary and explained that coverage limits were increased to \$15 million. She reviewed value increases with regards to property and vehicles, the statement of values, and renewal increases, along with a building and contents value history. The Board was appreciative of Ms. Novak's presentation.

Agenda Item #7 Unfinished Business

a. Acquisition Grants Update

According to Bob, the closing has been scheduled for August 4, 2021 for the Fritz Werley Park expansion property. The earnest money check is being held with Long Realty, all documents have been signed, and we will then work to satisfy all grant requirements.

With regards to the 314 N. Grant St. property, Bob reported that we are in possession of the title and deed to the property, and all has been approved by DCEO. He confirmed the purchase price of \$295,000, which is under the cap of \$300,000. He informed the Board that utilities have been disconnected and the Fire Department will use the house for training; once that is done, demo will begin. He explained that we have to begin taking care of the property and he will get quotes from tree companies. We want to preserve as much as possible, but junk trees and safety hazards will be removed. Bob presented pictures of the property for the Board's review, indicating which trees will go or stay, and what will be cleaned up and trimmed. According to Bob, the overall budget for the recent work at Veterans and Ty Warner Parks came in about \$10,000 under budget, so that will be used for tree removal.

b. Brochure Printing Options

Anna presented a chart of quotes from printers for the Board to review, explaining that the quotes are for 3,000 copies of 40-page program guides. She reported that American Litho provided the best price of \$2,599, however, she recommended Forest Printing Co., who provided a price of \$3,107.88. She reminded the Board that the costs presented are for one guide run and we do three per year. The Board discussed, and expressed concern about price and quality. According to Anna, Forest Printing will produce a quality product, though the paper is a little thinner, however, this shouldn't be an issue since the guides will not be mailed. Summer 2022 is the first guide scheduled for print.

A motion was made by Comm. Pecard and seconded by Comm. Zapinski to approve brochure printing with Forest Printing Co. for a cost of \$3,107.88, starting with the Summer 2022 Program Guide.

Roll Call Vote:

Ayes: Comm. Pecard, Comm. Zapinski, Comm. Conneely, Comm. Karesh

Nays: None

Absent: Comm. Moffett

Motion Carried.

Bob introduced Brandon Knox, the newly hired Recreation Coordinator, to the Board. The Board welcomed Brandon to the District.

c. Golf Course Irrigation Modernization

Bob reminded the Board that this project was approved at Budget Workshop, however, we haven't taken action yet. He explained that with Assistant Greens Foreman Jeff Smith retiring earlier this month, Greens Foreman Ben Grimme starts his day very early to water the greens, while part time staff waters the tees and fairways in the evening. Commissioner Conneely began the discussion, expressing concern about cost and how this project will benefit the community; what are the benefits to justify the cost? He requested more information and also questioned whether it was best to continue providing this work for part time staff. According to Bob, we are currently using approximately two hours per day of full time staff time watering, which presents a staffing challenge; Ben's knowledge of turf management is needed throughout the day and his work day ends earlier than most because he begins his work day so early. Bob acknowledged that the current irrigation system is antiquated, while the new system can be turned on by a cell phone. It will do the greens, fairways and tees, and will allow water thresholds to be set. Bob confirmed that the golf course is profitable, and we can finance this over three years. The Board began discussion, with President Karesh expressing appreciation for Commissioner Conneely's concern about this project, adding that there will be a benefit to the community if the irrigation system is modernized, and confirming that we are in a good position to pay it off within three years. Commissioner Zapinski noted that we should be proactive and move forward before the current system fails. After discussion, the Board was in agreement to proceed with the Golf Course irrigation modernization.

d. 4th of July

Bob presented photos of the event and fireworks and said it was the largest attendance ever. He also complimented the work done by the Board and staff. The presence of food trucks was reviewed and Bob acknowledged that more are needed and a food truck court will be created in the future. Sharon reviewed revenue at the event and explained that an additional report will be presented after all expenses are submitted.

e. Other

Bob addressed NRPA Conference, scheduled for September 21-23 in Nashville, and explained that hotels nearest to the conference center are fully booked. Commissioners Karesh and Zapinski will attend, along with Executive Director Fleck. After discussion, the Board was in agreement that staff may attend.

Agenda Item #8 New Business

a. Post Issuance Tax Compliance Report

Sharon confirmed that the District is compliant with all financial obligations, and this has to do with refinancing the Promissory Note for the maintenance garage, which has been posted to the municipal financial report. She and Bob credited Chapman & Cutler for their assistance with this financial process.

b. Annexation Ordinance No. 2021-7

Bob noted the property being annexed into the District is located at 409-419 W. 63rd Street, Willowbrook, and the Board discussed.

A motion was made by Comm. Zapinski and seconded by Comm. Conneely to approve Annexation Ordinance No. 2021-7 for 409-419 W. 63rd Street, Willowbrook, IL.

Roll Call Vote:

Ayes: Comm. Zapinski, Comm. Conneely, Comm. Pecard, Comm. Karesh

Nays: None

Absent: Comm. Moffett

Motion Carried.

c. Surplus Property Ordinance No. 2021-8

Bob explained that old equipment needs to be removed, and by law, if we have property that we want to get rid of, an ordinance must be passed declaring it surplus and authorizing sale. The Board discussed.

A motion was made by Comm. Conneely and seconded by Comm. Pecard to approve Surplus Property Ordinance No. 2021-8.

Roll Call Vote:

Ayes: Comm. Conneely, Comm. Pecard, Comm. Zapinski, Comm. Karesh

Nays: None

Absent: Comm. Moffett

Motion Carried.

d. Fitness Sauna Improvements

Joel reported that the sauna located in the men's locker room went down, and parts from the women's sauna were used to repair the men's. This was done because the men's unit is very popular and the women's unit has little use. He explained that the saunas are original to the District's purchase of the Fitness Club in 1991, and we are no longer able to get parts for them. The plan is to return the parts to the women's unit and obtain all new components for the men's unit. Joel informed the Board that the total cost for parts and installation would be \$5,400. He requested Board direction. The Board discussed and was in agreement to proceed with the Fitness Club men's sauna repairs.

e. Race to the Flag Planning Report

Bob reported that there are only 20 registrants so far, and People's Resource Center has not been as successful as in the past with acquiring sponsorships. There is a question as to whether or not we proceed with the expense of this event. Also, there are serious concerns with assistance from Lions Club due to lack of numbers. According to Bob, this

is still at the discussion stage, however, this event may be pushed to its original Memorial weekend date in 2022.

f. Treasurer's Report

Sharon reported that the accounts payable total is \$339,528.55, and of that total \$65,400 was from the May accounting period. The checking accounts total is \$4,405,182.63. She explained that the accounts are healthy from tax revenue distribution, however, interest rates are very low; interest in June was \$199.52. The Board questioned bank loan proceeds for the Revenue and Expense report and Sharon said this is done based on the auditor's recommendation, though it is not a revenue item.

g. Revenue Facility Report

Joel reported that the new copiers have been installed, and to save costs at the July 4th event, our existing equipment was used in order to accept credit card payments. According to Joel, he has been exploring the installation of security cameras at Bellerive Park, due to some recent vandalism issues. Bob explained that the skate park is not the issue, and reviewed a fire that was set several years ago in the restroom garbage can, which resulted in damage to the roof and a big insurance claim. He confirmed that there is currently some minor vandalism. The Board discussed and was in agreement to put cameras in. Joel updated the Board on current projects, including the elevator and the non-slip coating on the front stairs at the Administrative Center. There are 383 total registrations in the Junior Golf League, and there were no violations during a recent liquor inspection done by the State at the golf clubhouse. At the Fitness Club, activity is picking up, though memberships are still down. Joel informed the Board that members are eligible for five free swim visits at the FMC Natatorium.

h. Parks/Maintenance Report

Bob reported that he is working on a tree planting project and he has been working with Ben to make sure irrigation is working at Ty Warner Park. Bob complimented the work of Jack Shannon, from Parks Maintenance, and he noted that the mow crew has been assisting the parks beautification crew. He presented a photo of Bernas Park, drawing attention to the pond and the old wall that was there before this was District property. He explained that lots of vegetation is putting stress on the wall, which is contributing to the sediment in the pond. This is becoming a safety concern; if someone falls into the pond they could get stuck in the muck at the bottom and drown. Tree removal should begin next week, which will be the start of cleaning up the pond. According to Bob, cost for the tree work is \$2,800.

i. Recreation Report

Dustin reported that park rentals have been very popular and \$47,360 in paid fees has currently been received. Also, the Splash 'N Bash Spray Park rental has been very successful, and \$18,287 has been collected so far for summer baseball rentals. In addition, Dustin explained that there has been a large volume of group reservation requests at the Spray Park. In order to accommodate these groups, and avoid load capacity issues, he would like to start a two-hour rental time for groups of up to 40. He reviewed summer camp registrations, which have been very strong. He reviewed events including the Movie in the Park and the recent summer concert. According to Dustin, there is an upcoming meeting scheduled with School District 201 regarding on site after-school care. He will keep the Board updated. Dustin informed the Board that he has been reviewing Holy Trinity School gym rental, explaining that they currently pay

three times per year, which equals \$5 per hour, based on a verbal agreement that has been in place since 2012. He said they want more gym time, however, our programs will always have priority. Dustin and Bob proposed a new rate of \$20 per hour, explaining that the times Holy Trinity uses will not interfere with District programs. The Board discussed and was in agreement with the gym rental rate of \$20 per hour for Holy Trinity School. Dustin also reported that early childhood classes, Summer Fun Camp and Kiddie Camp are all running well. Finally, the Biddy Basketball summer league has six teams with 48 participants and staff is preparing for the upcoming Summerfest Softball Tournament.

j. Other

There was no additional new business.

Agenda Item #9 Adjournment

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

Voice Vote:

Ayes: Comm. Conneely, Comm. Zapinski, Comm. Pecard, Comm. Karesh

Nays: None

Absent: Comm. Moffett

Motion Carried.

The Regular Session was adjourned at 8:23 pm.