



**Westmont Park District Board of Commissioners**  
**Minutes of the Regular Meeting**  
**Ronald J. Gunter Administrative Center**  
**55 E. Richmond St., Westmont, IL 60559**  
**May 12, 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. Moffett, 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, John Chorney, Parks & Facilities Foreman, Alice Krampits, Senior & Special Events Coordinator

Guests: Mayor Ronald Gunter, Patty and Bill Weiland

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – April 14, 2021
- b. Special Budget Meeting Minutes – April 28, 2021
- c. Special Meeting Minutes – May 5, 2021
- d. Claims Ordinance – May 12, 2021

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

Nays: None

Absent: None

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

- a. General Public.

Mayor Gunter congratulated newly elected Commissioners Karen Moffett and Jason Pecard. He was very complimentary to Westmont Park District, stating that the District is an important part of the community. He also complimented Board President John Karesh, Executive Director Bob Fleck, and the rest of the Board, for the work they do for the Village of Westmont. President Karesh referenced the Mayor's email stating the same, and he noted that the Village's assistance was instrumental with the new Veterans Memorial located in Veterans Memorial Park. He also noted the many intergovernmental agreements between the District and Village.

b. Written

Bob read a note from Sharon, thanking the Board and staff for the condolence gift recently sent to her family.

Bob referenced an email from IAPD regarding the OSLAD Grant application cycle, which should have started on May 1<sup>st</sup>. He provided background, explained how it's funded, and noted how the District has benefitted from this program. According to Bob, this email stated that the Governor is proposing to sweep OSLAD funds for his budget. Bob said our state representatives have been contacted to make sure this doesn't happen.

c. Other

There were no other comments or correspondence.

#### Agenda Item #6 Swearing In of Newly Elected Commissioners

Lenore swore in Commissioners Moffett and Pecard. President Karesh offered his congratulations to both.

#### Agenda Item #7 Unfinished Business

a. Acquisition Grant Updates

Regarding the Fritz Werley Park expansion, Bob reported that we've been in contact with the property owners and are waiting to hear back from the appraiser with the updated and revised appraisal. He explained that the market has jumped and a new appraisal is needed since this was done last fall. According to Bob, the Village will not pay more than 105%; based on the first appraisal, the offer was for \$240,000 or \$245,000 and the property owner came back with \$290,000. Negotiations will start after the new appraisal comes in. The Board and Mayor Gunter discussed.

With regards to 314 N. Grant St., Bob reported that the purchase price is \$295,000, we are under contract, \$10,000 in earnest money was mailed today, and closing is set for June 4<sup>th</sup>. The .9-acre property will become a much-needed neighborhood park. According to Bob, everything came together very quickly as the owner likes the idea of this property becoming a neighborhood park. He reminded the Board that the grant was \$300,000, and the extra \$5,000 will be used for closing costs. Also, no action was taken on the purchase of this property until the signed agreement was received from the State.

b. Veterans Memorial and Ty Warner Park Gazebo Projects

Bob reported that Hacienda Landscaping completed all the work at Veterans Park, the brick mason built the pedestal for the memorial, and the plaque is ready. Next week, clean-up and restoration will begin and flowers will be planted. He said it should be ready to go for dedication on Memorial Day. Bob showed pictures of the work currently being done and the pedestal where the bronze eagle will set.

Bob presented pictures of the work in progress at Ty Warner Gazebo, explaining that painting is all done and demo of the broken concrete will begin. He said work should be complete by Memorial Weekend, as there is a group renting the Gazebo the Saturday of Memorial Weekend.

c. Other

There was no other unfinished business.

## Agenda Item #8 New Business

### a. FY 2020/2021 Budget Amendments

Sharon reported on the budget adjustments that take place every year at this time, explaining that the obligation is to state any expenditures that exceeded the appropriated expenses from the budget presented in August. Sharon stated the following:

Fund 30: add 45,000  
Fund 10: add 45,000  
Fund 40: add 60,000

A complete listing was provided to the Board for review. The Board asked questions and discussed. President Karesh suggested that we should strive to adhere to the Budget that is approved every year.

A motion was made by Comm. Conneely and seconded by Comm. Zapinski to approve the FY2020/2021 Budget Amendments as presented.

#### Roll Call Vote:

Ayes: Comm. Conneely, Comm. Zapinski, Comm. Moffett, Comm. Pecard, Comm. Karesh  
Nays: None  
Absent: None  
Motion Carried.

### b. FY 2021/2022 Tentative Budget

Bob reminded the Board that this budget is tentative and revisions were made after Budget Workshop. After approval it will be posted on the website for public viewing, and the final budget will be presented in August. The Board discussed.

A motion was made by Comm. Zapinski and seconded by Comm. Pecard to approve the FY 2021/2022 Tentative Budget.

#### Roll Call Vote:

Ayes: Comm. Zapinski, Comm. Pecard, Comm. Conneely, Comm. Moffett, Comm. Karesh  
Nays: None  
Absent: None  
Motion Carried.

### c. Board to Consider Administrative/Senior Center Elevator Modernization Bids

According to Joel four companies picked up packets and two returned completed bids. He reported that the low base bid of \$118,426 come from Urban Elevator; the other base bid of \$126,179 was submitted from Colley Elevator. He provided pictures of the current elevator and a rendering of the proposed cab with lower protective panels and non-slip floor. Joel then asked for Board direction with regard to the alternates added on to the base bid, including emergency battery lowering, upgrading the cab interior and emergency elevator phone service. Joel reviewed the bid process and explained the emergency phone service, and said the alternates would exceed the budgeted amount of \$125,000. Bob confirmed that we can manage the extra \$13,000 to include the alternates. The Board discussed.

A motion was made by Comm. Pecard and seconded by Comm. Zapinski to approve the Administrative Center elevator modernization base bid from Urban Elevator in the amount of \$118,426, and giving staff direction to pursue Alternates 1, 2 and 3.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

d. Board to Consider Annexation Ordinance No's. 2021-2, 2021-3, 2021-4, 2021-5

Bob explained that these are all voluntary annexations. One property is north of Ogden Avenue and the rest are south of 63<sup>rd</sup> Street. He added that seven parcels have been brought in within the last six months which is very positive for the District.

A motion was made by Comm. Moffett and seconded by Comm. Conneely to approve Annexation Ordinance No's. 2021-2, 2021-3, 2021-4 and 2021-5.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

e. Alcohol Request Policy

Bob requested that this item be tabled. He explained that we are still waiting for advisement from legal counsel, as the focus has been on property acquisition.

f. Treasurer's Report

Sharon reported that the checking accounts total is \$3,144,395.79 and the accounts payable total is \$187,908.40. Also, the \$200,000 Cd at Royal Bank was renewed in May.

g. Revenue Facility Report

Joel reported that he has no update on the phone vendor, and he has been repairing some of the time clocks, which were purchased in 2016. There was discussion about the time clock punching in and out process. Also, he is currently negotiating new contracts for the large copiers, and has begun working on some of the capital projects that were approved at Budget Workshop. According to Joel, the golf course is now open for the season. Junior Golf League registration began in April and the league will start in June. Joel will provide updated enrollment numbers in June, as registrations are still coming in. The Fitness Club is currently promoting the Summer College Special, and staff continues to work on increasing memberships. Joel compared memberships from December 2019 to present. He explained that the State's Bridge Phase starts on Friday, however, this will not bring many changes to the club; this phase allows two more people in each room and masks are still required to be worn. The Board discussed the mask requirement. Joel reported on the new group fitness class that has started, and he said there will be a big marketing push after the State enters Phase 5 this fall.

h. Parks/Maintenance Report

Bob reported that mowing has been more manageable and staff has just started mowing some areas since we followed the Village's proposal to not mow until after Mother's Day in order to benefit Spring pollinators. Staff is starting to prepare for flower planting, park restrooms are open and athletic fields are ready. The Board requested that the maintenance project list be shared. Bob will include in the board Packet every month. Bob invited the

Board to the James M. Long Park dedication on Sunday, May 23<sup>rd</sup>, at 11:00 a.m. He added that park clean-up and improvements will be completed prior to the dedication ceremony.

i. Recreation Report

Dustin provided his report via phone, as he was not in attendance at the Meeting. The Board congratulated him on the recent birth of son. Dustin reported on the interviews that took place for the open Recreation Coordinator position; the new hire will start on May 24<sup>th</sup>. He reviewed the 100<sup>th</sup> Anniversary History Walk at Diane Main Park and Smith Woods, and the Sidewalk Chalk Art event, which will take place on May 15<sup>th</sup>. He provided registration data stating that winter/spring programming had a 33% run rate, with 566 participant enrollments and 736 registrations. He updated the Board on the ongoing Museum restoration work and senior programs, including bowling, Senior Golf League, Tai Chi, and watercolor class. He said the Virtual Dance Recital went well, and Anna is completing the final production video. Finally, Spring athletic programming is underway, and Wolverines Softball and Soccer are running well.

j. Other

Bob informed the Board that Commissioner Pecard will be added to the District's letterhead. He then reviewed upcoming events, including the Memorial Day Ceremony, starting at 11:00 am, in which the Jimmy Robinson Memorial will be dedicated. Also, we are moving ahead with plans for the 4<sup>th</sup> of July event. Bob reported that the Village may contribute \$10,000 to enhance the fireworks show.

Agenda Item #9 Closed Session

Seeing no further business to discuss, a motion was made by Comm. Conneely, and seconded by Comm. Zapinski to convene to 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.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Board convened to Closed Session at 7:47 pm.

President Karesh called the Open Session back to order at 8:49 pm.

Agenda Item #9 Adjournment

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

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 8:50 pm

**Westmont Park District Board of Commissioners**  
**Minutes of the Closed Session**  
**Ronald J. Gunter Administrative Center**  
**55 E. Richmond St., Westmont, IL 60559**  
**May 12, 2021**

President Karesh called the Closed Session to Order at 8:00 pm

Present: Commissioners Karesh, Zapinski, Moffett, Conneely, Pecard.  
Executive Director Fleck.

Executive Director Fleck shared the salaries and proposed increases for all full time staff. Total pool of increases was below the funds available and salary budget for the new fiscal year. A few key, quality employees were considered for more than a 3% increase based on years in the field and the fact their salary is currently on the lower end of the adopted salary range. These salaries were adjusted. The Board gave Executive Director Fleck direction to proceed with the increases as discussed.

When discussing the Director's performance, a number of the newer Board members realized they had not seen Executive Director Fleck's contract, as some of the past Commissioners, and recently passed President Long, had been involved in approving his contract. The Board asked that the Director's contract be forwarded onto the Board for their review and information.

Also addressed were the Director's new Goals and Objectives. After the Goals and Objectives are created, these are to be sent to the Board for their review and consideration. According to Director Fleck, staff is currently working on their Goals and Objectives for his review.

In addition, the Board expressed an interest in seeing the most recent organizational chart.

Seeing no further business to discuss, a motion was made by Commissioner Moffett and seconded by Commissioner Pecard to reconvene to open session.

Roll Call Vote:

Ayes: Commissioners Moffett, Pecard, Conneely, Zapinski, Karesh

Nays: None

Absent: None

Motion Carried.

The Board reconvened to Open Session at 8:49 pm