



Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Ronald J. Gunter Administrative Center
55 E. Richmond St., Westmont, IL 60559
January 12, 2022 6:00 pm

Agenda Item #1 Call to Order

President Karesh called the Meeting to order at 6:04 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; Dustin Kleefisch, Supt. of Recreation,
Lenore Farmer, Finance Assistant & HR

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – December 8, 2021
- b. Closed Session Minutes – December 8, 2021
- c. Claims Ordinance – January 12, 2022

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. Pecard, Comm. Karesh
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 read a thank you note from the District's retired piano instructor, Chris Winiarski. Bob informed the Board that staff is currently searching for a new instructor. Bob referenced a document with mandates for vaccines through OSHA, for all public agencies. He explained that the legalities are currently before the Supreme Court, and we are waiting for the decision. If this passes, then we will be required to have a policy and procedure in place by February 24th.

c. Other

Bob informed the Board that he was contacted by the Illinois Department of Public Health to host a vaccine and booster clinic at the Community Center on Sunday, January 16th. He explained that there will be no burden on staff and we will just have to provide tables and chairs.

Finally, Bob reported that he received a phone call from a resident whose grandfather built the house at 314 N. Grant St. As this is now District property, the family requested that the future park be named after their grandfather. Bob explained that this most likely will not happen, per the Board Policy Manual.

Agenda Item #6 Staff Anniversary Recognition

John Chorney – 15 Years

Bob Fleck – 25 Years

Though John Chorney was not in attendance, the Board expressed their appreciation to both John and Bob Fleck for their years of service to the District.

Agenda Item #7 Unfinished Business

a. Board to Consider Approval of the Revised January 2022 Master Plan

Bob reminded the Board that soccer fields were still in question following the last discussion. A slide with revisions was presented for the Board's review, along with updated maps. The Board discussed, noting that after adoption, this plan will be included in the grant cycle.

A motion was made by Comm. Conneely and seconded by Comm. Pecard to approve the January 2022 Master Plan.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

b. Board to Consider Approval of the 5 Year Capital Plan

According to Bob, if approved, this will be the document we will use going forward and it will get reviewed annually. The Board discussed.

A motion was made by Comm. Zapinski and seconded by Comm. Moffett to approve the 5 Year Capital Plan.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. Acquisition Grant Update

Regarding 314 N. Grant St., Bob reported that the Fire Department has finished training. To be considerate to the neighbors, Bob recommended waiting for drier weather to begin demo

of the house, as it may create a muddy mess on the street. The Board expressed concern about the cost of the safety fencing, and the current run-down look of the property. Bob said the fencing can be there for 6 months. After discussion, the Board was in agreement to briefly delay demo. Bob will contact the demolition company.

Regarding 418 N. Warwick Ave, we own the property outright, according to Bob, however we are still waiting for the final deed and title policy, though it has been recorded at the County. Once this is complete, then we can apply for reimbursement from the State. Bob recommended looking at the next development grant opportunity for Fritz Werley Park, and suggested building pickleball courts at this location. He informed the Board that he discussed with the Village Manager how to maximize all the property, and he reviewed the detention created after the Village purchased five houses on Warwick Ave. Bob stated that our mission is parks and recreation, and 100% of the new property needs to be park land. He reassured the Board that we do not need to set aside any of this land for detention, and pickleball courts can be included with a grant opportunity.

Bob presented three drawings for the Board to review, indicating various locations for pickleball courts, fitness stations, a new playground, and a shelter with restrooms, while maintaining the existing tennis and basketball courts. Additionally, there would be a walking path around the park. Bob explained that a new playground and permanent pickleball courts will be appealing in the grant application. After discussion, the Board was agreeable to the sketch that created four pickleball courts, along with a new picnic grove and shelter with restrooms. The existing playground would be moved and a grouping of fitness stations would be located closer to the street. The Board concluded that this may be a better location than Ty Warner Park for pickleball courts.

d. IAPD Conference

Bob reviewed Board and staff attendance for the annual State Conference, scheduled for January 27-29, at the Hyatt Regency in Chicago.

Agenda Item #8 New Business

a. Capital Interest Bond Discussion

According to Bob, February is the deadline to make the decision of what the Board wants to obtain through a bond bid, and up to \$5 million may be the preference. Commissioner Conneely began the discussion, wanting to review a \$3.5 million option, stating that the Board should be fiscally responsible. He explained that capital improvements are creating long-term debt and fiscally, we should be able to support ourselves; we need to operate within everyday revenues for day-to-day operations. However, capital projects, such as outdoor pickleball courts and the new building at Veterans Park are acceptable for bond debt. According to Bob, we have 2021 bonds that are being paid off now, and we can refinance or restructure in 2027, so there is an opportunity to obtain new money in the future. Bob assured the Board that we have good reserves, however, we are using this money, especially with the new minimum wage. He acknowledged that reserves may shrink as minimum wage increases. President Karesh expressed concern about the necessity for capital improvements, as we need to stay updated for the community. After discussion, the Board expressed their appreciation for Commissioner Conneely's presentation.

b. Bond Ordinance Notice of Intent No. 2022-1

Ordinance authorizing the issuance of General Obligation Park Bonds (Alternate Revenue Source) in an aggregate principal amount not to exceed \$5,000,000 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.

A motion was made by Comm. Moffett and seconded by Comm. Pecard to adopt Bond Ordinance No. 2022-1.

Roll Call Vote:

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

Nays: Comm. Conneely

Absent: None

Motion Carried.

c. Board to Consider Part Time and Seasonal Employee Benefits

Bob explained that per the District's Personnel Policy Manual, part time and seasonal staff working a minimum of 25 hours per work can use the golf course and Fitness Club at no charge. In order to attract new employees, Bob asked the Board's permission to extend use of these facilities to all part time and seasonal staff. After discussion, the Board was in agreement, while also suggesting that hourly rates should be increased as well.

d. Golf Course Fees

Joel presented a comparison chart of local 9-hole golf course rates for the Board's review. He noted that the Board did not increase rates in 2021. He presented another chart, indicating an increase of \$1 for weekend and weekday resident, non-resident, junior and senior rates, along with cart rental. Additionally, staff recommended a 25% increase for both malt beverages and craft beer, a \$.50 increase for pop and a \$.25 increase for hot dogs. After discussion, the Board was in agreement with the Twin Lakes Golf Club rate increases for 2022 as presented.

e. Spray Park Fees

Spray Park fees are currently \$3 for residents and \$5 for non-residents. According to Dustin, these rates have been effect since 2011, when they were raised from \$2 for residents and \$4 for non-residents. He presented an admission comparison chart for the Board's review and noted that there are always more non-residents in attendance. He suggested two different increases \$4/resident and \$6/non-resident or \$5/resident and \$7.50/non-resident. Dustin explained that there is not much spray park competition in the area and the Board acknowledged that Ty Warner Park is a destination, no other area spray park has a rubber surface, and we also provide lounge chairs and picnic tables. After discussion, the Board was in agreement to increase Spray Park rates to \$4 for residents and \$6 for non-residents for 2022.

f. Treasurer's Report

Sharon reported that the checking accounts total is \$3,938,528.83 as of December 31, 2021, and the accounts payable total is \$169,433.64. She also pointed out the new bank statements format. Bob informed the Board the he wants to begin advertising for the new Finance Manager/Accountant, planning for the new hire to start April 4th. The Board began discussion, with President Karesh suggesting we keep the Superintendent of Finance title, as this is an important position. He also expressed concern about preparing the budget. After discussion, the Board requested a preview of the job description before it is posted.

g. Revenue Facility Report

Joel reported that the RecTrac server, our registration and point of sale software, is on order, and he has been looking for a new vendor for the District's burglar alarms. The previous vendor retired and sold his business, and we will need to upgrade our equipment. He explained that our systems will require an upgrade to 4G, for a total cost of \$3,500. Joel explained that staff continues to train on cyber and security awareness training, and he cautioned of the new threat known as "smishing," which occurs via text message. He reviewed the number of ADA doors that were installed in 2020, and noted the requests to install an ADA door on the north entrance of the Community Center gymnasium. He said the cost will be \$6,000. The Board was in agreement to install this door. He reminded the Board that the Administrative Center elevator upgrade will begin on January 24th, and the golf course remains closed for the season. At the Fitness Club, there are still masking concerns, however, we can look forward to some new promotions in February.

h. Parks/Maintenance Report

Bob reported that snowfall has been light, staff has been removing Holly Days decorations and taking care of miscellaneous repairs as needed. At the golf course, restoration of the pond at hole #4 will begin at the end of the week. Also, plans for the new building at Veterans Park have to go before the Village in February. Once approved then we can start on design, and if permits are received by June, then demo can begin right after summer day camp concludes this year.

i. Recreation Report

Dustin presented a sample of a new Recreation Highlights newsletter to be sent to all 9,000 households in the registration system. He explained that this will be a one-time mailing, not every year, and cost for postage and paper would be approximately \$5,500. The Board reviewed and discussed, suggesting the addition of facility names and phone numbers, along with an email blast, and requesting promotional assistance through the school districts. After discussion, the Board was agreeable to mailing the Recreation Highlights newsletter. Dustin also reviewed Holly Days events, including Holly Jolly Trolley, and Santa's Sleigh Visits, which were overall very well received and well attended. Bidy Basketball starts this weekend, and according to Dustin, there are 194 registrations. The upcoming Winter Beer Festival currently has 25 confirmed breweries, however, ticket sales are low. A decision will be made by February 7th if the event will run or not. Finally, Dustin reported that the WYBA board will attend the February Regular Meeting, and they will contribute \$34,420 to the District.

Agenda Item #9 Adjournment

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Regular Meeting was adjourned at 8:33 pm.