



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Ronald J. Gunter Administrative Center
55 E. Richmond St., Westmont, IL 60559
September 14, 2022 6:00 pm**

Agenda Item #1 Call to Order

President Karesh called the Meeting to order at 6:02 pm.

Agenda Item #2 Roll Call

Comm. Conneely, Comm. Karesh, Comm. Moffett, Comm. Zapinski
Staff Present: Bob Fleck, Executive Director, Joel Hymen, Supt. of Revenue Facilities & IT/Asst. Director, Luke Wyss, Supt. of Recreation, Rosy Fejzic, Finance Manager & Accountant, Lenore Farmer, Finance Assistant & HR, John Chorney, Parks & Facilities Foreman, Alice Krampits, Senior & Special Events Coordinator, Rachel Buster-Dorsey, Athletics Coordinator, Chris Evans, Fitness & Member Services Manager

Guests: Len & Evelyn Belmonte; Katie Belmonte, Denali Belmonte

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – August 10, 2022
- b. Closed Session Minutes – August 10, 2022
- c. Claims Ordinance – September 14, 2022

A motion was made by Comm. Zapinski and seconded by Comm. Conneely to approve the Consent Agenda.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

a. General Public

There was no comment from the general public.

b. Written

Bob shared an email from a local homeowner's association, who recently held a meeting in the Community Center. The vice president of the HOA recognized the hard work and customer service of the District's full time custodian, Martin Seyller, during their meeting.

Bob invited the Board to the IAPD Awards Gala on October 14. The District, along with the Village of Westmont, will receive the Intergovernmental Cooperation award for our agreement with FMC Natatorium.

In addition, Bob invited the Board to IAPD's Legal Symposium on November 3.

c. Other

There were no additional comments or correspondence.

Agenda Item #6 Swearing in of Newly Appointed Commissioner Bill Belmonte

Lenore administered the Commissioners' Oath of Office. The Commissioners welcomed Bill Belmonte to the Park Board.

Agenda Item #7 Unfinished Business

a. Proposed Multi-Purpose Building Progress Report

Bob reported that the construction fence is up, the fire department did their training, we have the permit, and demo will begin at 9:00 am on Thursday. In addition, the bid opening for the trades is scheduled for 10:00 am on Thursday. He added that some things, less than \$30,000, by law do not need to be bid on. Bob explained that are some challenges, as masons, electricians, and carpenters whom we have worked with in the past are not able to commit to this project due to numerous other projects and not enough staff. Bob also expressed concern about meeting the June 1, 2023 completion deadline, noting labor and material shortages. In the event that the building is not complete on time, Bob is working on contingency plans for summer camp and baseball, along with a temporary restroom solution. In addition, Bob explained that the bids submitted are for the individual trades, and we may not receive bids for all. There was discussion about excavation, concrete and roofing, as these are important for starting this project. After discussion, the Board requested an email with the bid results.

b. New Building Name Discussion

Bob explained that there is an informational banner at the site; however, for marketing and branding, an identifiable name is needed. He presented a running list of staff suggestions, and requested Board input, though there will be no decision tonight. The Board discussed, and whether the name should be chosen internally or perhaps hold a contest. After discussion, the Board agreed that there is still some time to decide on a name.

c. Capital Project Reports

Bob reported that tree trimming and removal is 80% done; oaks and elms need to wait until winter.

Bernas Park Pond sediment removal is complete. According to Bob, this was planned as a two-year project, however, it was discovered that the west side of the pond did not have as much silt as the east side. This resulted in a \$25,000 savings since there is no need to continue and finish next year.

The material is on order for the new Spray Park fence, and should be coming in October. The old two-rail fence will be removed to make way for the new green aluminum fence.

There is still no answer on the eight new golf carts, so Bob may put together a bid for the next eight carts, since this will cost over \$30,000.

Bob reported on the progress of the OSLAD Grant application. He presented an aerial image of Fritz Werley Park, including the new parcel we recently acquired, along with the additional parcels to be conveyed from the Village. He also provided the Fritz Werley Park

Expansion and Development Plan, depicting four pickleball courts, a new playground, shelter with restrooms, exercise equipment space and pathway addition. There was discussion about benches on the pathway, which Bob explained are included.

d. Other

There was no other unfinished business.

Agenda Item #8 New Business

a. Emergency Vehicle Purchase Resolution No. 2022-1

Bob reviewed current supply chain issues and explained that three new vehicles are needed – F350 one-ton dump truck, F350 pickup with plow package, F250 pickup with plow package -, which is part of our 5-Year Capital Plan. Unfortunately, public bids do not exist at this time, which is required since each vehicle would cost more than \$30,000. He explained that retail dealers will have a certain amount of trucks, and we want to be in a position to purchase those trucks. In order to justify waiving the bid requirement, the District’s attorney has drafted a resolution, as not having new vehicles can be detrimental to our agency. The Board discussed.

A motion was made by Comm. Moffett and seconded by Comm. Zapinski to approve Emergency Vehicle Purchase Resolution No. 2022-1.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

b. Ordinance Requesting Conveyance of Real Estate from the Village of Westmont to the Westmont Park District, Ordinance No. 2022-7

Bob explained that this is for the five parcels adjacent to Fritz Werley Park, and the Village will do the same at their meeting.

A motion was made by Comm. Conneely and seconded by Comm. Zapinski to approve Ordinance No. 2022-7 Requesting Conveyance of Real Estate from the Village of Westmont to the Westmont Park District.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. Board to Discuss 2023 Fitness Membership Fees

Bob informed the Board that rates have not been increased since 2018. Joel presented a chart with current member numbers in each rate category, for the Board’s review, followed by an income comparison chart, indicating a difference in revenue of \$13,150 following the rate increase. Staff recommendation is to raise rates for current and new members starting January 1, 2023, however Joel presented two other options for the Board’s consideration: raise rates for new members only, or, raise rates for new and annual memberships beginning

January 1, and increase monthly memberships on June 1, 2023. In addition, Joel presented a chart with 2023 proposed rates for residents and non-residents in each membership type. He reported that there are currently 652 memberships; however, there were 850 memberships before the Covid shutdown in 2020. The Board began discussion. Commissioner Conneely suggested that rates should not be increased on a fixed asset, adding that rates should not be raised when the club is operating at less than capacity; new members need to be attracted first. Bob suggested that our fixed assets are not necessarily fixed and it may cost more to run the club with more people in attendance. He then addressed the mandatory minimum wage increase, reminding the Board that it was decided to increase District fees every two years, however, Fitness Club rates have not been raised, though that was an expectation. Fitness & Membership Services Manager Chris Evans suggested that a minimal rate increase would not affect membership. He explained that we are operating with less staff and our rates are less expensive than neighboring park districts' rates. In addition, we continue to attract residents from Clarendon Hills and Hinsdale. Other topics of discussion included special offers, the combined golf and fitness membership, and the neighborly rate with Clarendon Hills, due to Lions Pool memberships. After discussion, Joel requested Board direction, to give members at least three months advanced notice of a rate increase.

A motion was made by Comm. Belmonte and seconded by Comm. Moffett to approve a 5% rate increase for 2023 Fitness Club memberships per the proposal as presented.

Roll Call Vote:

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

Nays: Comm. Conneely

Absent: None

Motion Carried.

d. Board to Review Rental Cancellation Policy

Luke addressed the need to update the current facility rental agreement, and he referenced the memo to the Board included in the packet. The concern is the discrepancy with what is advertised on our website and what is stated on the rental agreement. He presented two different options, with the only difference being 21 days vs. 30 days to submit a cancellation request for a refund, less a \$10 cancellation fee. In addition, each option states that no refunds will be issued due to weather. Staff recommended the 30-day cancellation request. The Board discussed and was in agreement to update the facility rental cancellation policy to a 30-day cancellation request for a refund of fees paid less a \$10 cancellation fee.

e. Board to Consider Alternate Dates for December Board Meeting

Due to a scheduling conflict on the original meeting date of December 14, the Board agreed to hold the December Regular Meeting on Tuesday, December 13, 2022, starting at 6:00 pm.

f. Treasurer's Report

Rosy reported that the accounts payable total is 439,986.36 and the checking accounts total is \$6,924,541.18 as of August 31, bearing an interest rate of 2.23%. She explained that the decrease from last month is due to the recent Wintrust investment into the U.S. Treasury Bill.

g. Revenue Facility Report

Joel reported that he submitted several grants this month including the IPRF Safety Grant for burn gear and safety protection, IPARKS Power Grant for playground mulch, and IPARKS Swing Modification. The Horticulturist position has been reposted and is now listed on several

websites. Joel explained that he has been researching how to purchase new trucks for the District. He learned that there is a two-week window in October to purchase for delivery from April through August 2023. If this does not work then we may have to wait until 2024. He also reported on website updates and cyber security staff training. According to Joel, the golf course continues to run well, however, most of the leagues are concluding, so promotions will be offered to fill these voids. At the Fitness Club, one of the dryers for workout towels, purchased in 1992, no longer works, so a new dryer was purchased, costing \$6,000. Finally, Joel reported on the new WERQ fitness class, along with the new yoga instructor, and explained that he and Chris continue to search for new fitness instructors.

h. Parks/Maintenance Report

Bob reported that though lack of staff continues to be an issue for both parks maintenance and golf mow crew, staff is still doing the basics and responding to issues as they arrive. Staff emptied out the old day camp garage prior to demo, as well as installing the silt fence. Build out for the Haunted Forest event is currently taking place, and that will be followed by winterization of park shelter restrooms and irrigation. There was discussion about current staff and the work they perform. Finally, Bob stated he needs to add recruitment to his job duties.

i. Recreation Report

Luke reported that he passed the CPO exam, he assisted with Wolverines Travel Basketball evaluations, and a pitch counter will be installed on the little league field; WYBA will reimburse the District for this cost. He reviewed Spray Park data, explaining that visits were slightly decreased from 2021, however, both Cabana rentals and Splash ‘n Bash revenues increased from 2021. Back to school hours began on August 22. Luke also reviewed current Kids Club registrations, senior programs and day trips. Upcoming museum events include Santa Fe Speedway Day on September 24 and The Last Straw on October 2. Current athletic activity includes Wolverines Softball, Flag Football and Soccer. Regarding marketing, Luke explained that social media followers have increased. In addition, Lily Liburdi recently attended a back to school event and National Night Out, promoting Westmont Park District. Finally, Luke reported that 17 vehicles will be on display at the Touch-A-Truck event on September 18, he is in the process of hiring a new Recreation Coordinator, and Bobby Yonkee was able to get fishing poles donated from the IDNR, which will be available for free rental.

j. Other

Lenore reported that nominating petitions can begin circulation starting September 20 for the April 4, 2023 Consolidated Election. The Park Board will have two positions to be elected for a six-year term and one position to be elected for a four-year term.

Agenda Item #9 Adjournment

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Regular Meeting was adjourned at 7:52 pm.