



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Ronald J. Gunter Administrative Center
55 E. Richmond St., Westmont, IL 60559
April 12, 2023 6:15 pm**

Agenda Item #1 Call to Order

President Karesh called the Meeting to order at 6:15 pm.

Agenda Item #2 Roll Call

Commissioners: Bill Belmonte, Mike Conneely, John Karesh, Karen Moffett, Sue 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, Rachel Buster-Dorsey, Athletics Coordinator, John Chorney, Parks & Facilities Foreman, Alice Krampits, Senior & Special Events Coordinator

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – March 8, 2023
- b. Closed Session Minutes – March 8, 2023
- c. Claims Ordinance – April 12, 2023
- d. Other

Lenore informed the Board that the Closed Session Minutes from March 8, 2023 were not included in the Board Packet and are forthcoming from District Legal Counsel Steve Adams.

A motion was made by Comm. Conneely and seconded by Comm. Moffett to approve the Regular Board Meeting Minutes of March 8, 2023 and the April 12, 2023 Claims Ordinance.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Agenda Item #6 Unfinished Business

a. General Public

There was no one present from the public.

b. Written

Bob reviewed a letter from the DuPage County Board Chair regarding the Decennial Committee on Local Government Efficiency Act. He said that at least two residents must serve on this committee, and will be appointed at the May Regular Meeting. The first meeting must be held

by June 10, 2023 and the committee will then have 18 months to submit a written report to the County with recommendations on efficiencies and increased accountability. Bob explained that IAPD provided a format for completing the report.

Bob then presented a written request from Westmont resident Jim LoGiurato, who is Program Director of Chicago Area Alternative Education League (CAAEL). Bob read the email to the Board, which requested Ty Warner Park baseball fields and gazebo at no charge, for a one-day softball tournament, held during a weekday in May. Bob explained that Westmont schools and SEASPAR use our facilities at no charge, however, we do not provide free rentals for non-profits as this sets a precedent. According to Bob, CAAEL hosted this same tournament last summer and they paid for their field usage. Current field rental fee is \$40 per hour. The Board began discussion, suggesting lower rental fees on weekdays, or a flat rate, and developing a rental policy for charitable organizations. Staff will research and provide tiered rental rates for the Board's review.

A motion was made by Comm. Belmonte and seconded by Comm. Conneely to approve the CAAL weekday softball tournament at Ty Warner Park at no charge.

Roll Call Vote:

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

Nays: None

Abstain: Comm. Zapinski

Motion Carried.

c. Other

There were no other comments or correspondence.

Agenda Item #6 Unfinished Business

a. Grant Update

Bob reported that there is still no closing date for 350 N. Grant St. as the seller has been advised by their mortgage company to get another appraisal. Bob explained that this is just a formality; however, it is delaying the closing. There is no update on the next round of grants, and we cannot apply until after we close and own this property. He reminded the Board that we do have a signed purchase offer. Regarding Fritz Werley Park, we received our outstanding grant reimbursement check from the IDNR yesterday. Bob reviewed his recent phone call with the Director of Grant Management, where he learned that our forms never made it to the Comptroller's office. The director rectified this.

b. Capital Project Report

Bob reported that the new building at Veterans Memorial Park should start on Monday. Permit fees total \$16,638. Builder's risk insurance coverage will be acquired through E.P. Doyle for a cost of \$1,625, which was a significant cost savings compared to the quote received from IPARKS. Pictures were presented of the dugout fence line at Lou Cimera Field, ground preparation at home plate, along with golf course deck demo, including forms for sidewalks. Deck footings should be installed on April 24.

Bob then updated the Board on the digital sign project at Bellerive Park. He is working with Watchfire Signs, based in Danville, IL. According to Bob, they are the most desirable option, and they have an IT support that we can use to upload all of our marketing information at no additional cost. Watchfire is part of a co-op program, Equis Buying Group, which works with Olympik Sign, allowing us to design, permit and install the sign through this co-op. In addition, this meets the State requirements, eliminating the need to bid. Bob presented a picture of the sign, explaining that we

will need masonry. He confirmed that the Village owes the District \$50,000. According to Bob, we do not have a cost estimate since it has to be designed first. Location for the sign is on 63rd Street, in front of the Skate Park at Bellerive Park, near the traffic signal. The Board discussed and was in agreement for staff to continue working with this co-op program.

Finally, Bob presented a picture of Fritz Werley Park, indicating a red maple tree near the playground. He explained that the proposed pickleball courts would go through the root system and he does not want to lose this tree. He presented the current design with all four courts in one bank, which would result in losing the tree. He then presented a revised design, splitting the courts into groups of two, with a small open-air shelter on a concrete slab in between, to work around the tree. According to Bob, the estimated cost for four pickleball courts is \$192,000. A new playground and a shelter with restrooms could cost approximately \$700,000. The Board reviewed and suggested port-o-lets with a blinder to save costs. There will be additional discussion at the May 1 Budget Workshop. Bob plans to start the permit process with the Village after Budget Workshop, and then go out to bid. The plan is for construction next spring.

c. Other

There was no other unfinished business.

Agenda Item #7 New Business

a. Board to Consider Bids for Bunker Restoration at Twin Lakes Golf Course

Bob reported that only one bid was received for bunker restoration, from Hollembeak Golf Construction. Their base bid is \$190,888. He explained that our original budget to complete was \$125,000 to complete this project in-house; however, we do not have enough staff. There is \$200,000 in the budget for next fiscal year, so we can work with this bid amount. Bob presented a map with highlighted bunkers and explained the restoration process to hold the sand in place. If awarded, the project will start in June. One bunker will be closed at a time, so play will not be interrupted. The Board discussed.

A motion was made by Comm. Belmonte and seconded by Comm. Zapinski to award the base bid of \$190,888 for Twin Lakes Golf Course bunker restoration to Hollembeek Golf Construction

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

b. Board to Consider Annexations of 6417, 6423, 6426, 6441, 6444, 6445 and 6446 Richmond and 508 65th St.

Located near Westview Hills Junior High School, Bob explained that these properties would generate \$8,000 per year in tax revenue.

A motion was made by Comm. Moffett and seconded by Comm. Belmonte to approve Annexation Ordinance No. 2023-4

Roll Call Vote:

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

Nays: None

Motion Carried.

c. Board to Consider 2023 Part Time Pay Ranges

Bob presented a chart for the Board's review, which included current and proposed pay ranges for District part time positions, and the State of Illinois minimum wage mandate starting with Fiscal Year 21/22 through Fiscal Year 24/25. Current District part time pay rates start at \$14 per hour for 18-years-old and up, and \$12 per hour for under 18-years-old. The Board began discussion. The general feeling of the Board was that District pay rates should be hours, especially for returning staff. Increased program fees were addressed and the Board inquired how many hours were worked in 2022. Staff will provide a report. In addition, a referral program was suggested. After discussion, the Board advised staff to increase pay ranges: \$13-\$15 for under 18-years-old and \$15-\$18 for over 18-years-old. Bob will update the chart and send to the Board.

d. Treasurer's Report

Rosy reported that as of March 31, 2023, the checking accounts total \$5,595,539.39, bearing a 4.85% interest rate totaling \$22,116.36. The accounts payable total is \$169,535.41. Bob assured the Board that we comply with the Bond interest, and he confirmed that some interest would be sent back.

e. Revenue Facility Report

Joel reported on the Board's cybersecurity training. He updated the Board on current projects, including the security system installation at the Quincy maintenance garage, and security cameras at Diane Main Park and Bellerive Park, which should be in place next month. The ComEd LED ballfield lighting project is progressing; the contractor is waiting on the Village permit and is planning to start at Ty Warner Park later this month. Joel discussed the podcast he worked on with Bob, Luke and Lily Liburdi to promote the new multi-purpose building. He informed the Board that Fitness Club Manager Chris Evans resigned and this position is posted on both our website and the IPRA website; the pay range is \$45,000-\$53,000.

The Golf Course just opened for the season, and Joel provided a 5-year revenue comparison for the previous month and previous seasons. He reported that all of our surplus golf carts sold, bringing in \$25,549.46 at auction.

Fitness Club attendance remains steady, according to Joel, and he provided a 5-year comparison for memberships and revenue. There are currently 710 memberships with 1,329 members. He explained that the updated facility hours have not resulted in increased attendance in the early morning hours. Joel reported that the steam room repairs are complete, and the two broken treadmills were removed from the cardio room. Chris had been preparing for the upcoming Race to the Flag 5k event; that will now be managed by Recreation staff. Finally, Joel proposed a July maintenance closing to the Board for gymnasium floor refinishing. The project will take less than a week and will cost less than \$7,000.

f. Parks/Maintenance Report

Bob reported that park restrooms are open, soccer and ball fields are prepped and ready, and Skate Park repairs are scheduled for this week. Bob explained that staffing is the biggest challenge and we are trying to hire for both golf and parks maintenance. Discussion began about part time pay rates, with the general feeling of the Board that existing staff will need pay increases to keep in line with new part time pay rates. Bob cautioned that we want to maintain a balance, and we do not want part time pay rates to equal full time rates. He added that flexible schedules might also be a hiring incentive. Finally, Bob's vandalism report was referenced, and portable cameras were discussed. Staff is currently researching this.

g. Recreation Report

Luke reported that Spring Break Camp had 11 participants, Open Gym during spring break had over 50 participants, and Summer Camp field trips are reserved. There was discussion about the 20 Taiwanese students who will be attending Summer Camp for three weeks. The Board encouraged this program. Luke informed the Board that Recreation Coordinators Zack Johnson and Bobby Yonkee recently attended Handle with Care training. He reported on the success of the first staff appreciation lunch in March. Recent events included the Spring Palette Art Show, Flashlight Egg Hunt, You Got Egg'd, and the Easter Egg Hunt at Veterans Park, which had over 2,000 participants. Senior trips are going well and the AARP Tax Assistance program ended today; all appointment slots filled. Luke also reviewed Kids Club afterschool program participants. He informed the Board that Rachel Buster-Dorsey created a code of conduct for parents and coaches in our sports leagues. Also in athletics, there are five youth soccer teams and seven youth softball teams. The Summer Program Guide is now available, both digitally and in print. The recent marketing promotion, Hop to it! Golden Egg Hunt showcased 18 parks and was very successful. Current promotional efforts are focused on Race to the Flag and the Golf Course. Finally, WYBA has 400 players registered, Express travel ball has started, and the new storage shed was installed at Ty Warner Park.

h. Other

There was no other new business.

Agenda Item #8 Adjournment

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Regular Meeting was adjourned at 8:32 pm.