



Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Ronald J. Gunter Administrative Center
55 E. Richmond St., Westmont, IL 60559
May 10, 2023 6:00 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
Attorney Steve Adams

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – April 12, 2023
- b. Special Meeting Minutes – April 12, 2023
- c. Closed Session Minutes – March 8, 2023
- d. Special Meeting Minutes – March 15, 2023
- e. Special Meeting Minutes – May 1, 2023
- f. Claims Ordinance – May 10, 2023

A motion was made by Comm. Moffett and seconded by Comm. Zapinski to approve the Consent Agenda as presented.

Roll Call Vote:

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

b. Written

Bob referenced email correspondence included in the Board Packet from the Westmont Historical Society addressed to the District's Board of Park Commissioners, regarding new windows for the Gregg House Museum. This email states that the Historical Society will contribute \$12,000 toward the cost. Bob and Alice are currently obtaining quotes, which will be presented to the Board. Rosy confirmed that the Museum will receive \$48,000 in tax revenue for FY 2023/2024, and Bob explained that money is spent each year. He added that we could comfortably pull \$10,000 - \$15,000 from the fund surplus for this project. Bob explained that if

regular replacement windows are installed, then this project has to go to bid. However, if historically accurate windows are used, then we do not have to go to bid. It was noted that the Museum roof is not historically accurate. There was discussion about the best way to utilize taxpayer dollars, as well as the Board touring the Museum.

c. Other

There were no other comments or correspondence.

Agenda Item #6 Swearing In of Newly Elected Commissioners

The Oath of Office was administered to Commissioners John Karesh, Sue Zapinski and Bill Belmonte by Lenore Farmer.

Agenda Item #7 Unfinished Business

a. Grant Update

Bob learned from IAPD that the PARC Grant has been revived and there is a total of \$28 million available. He explained that traditionally this grant was strictly for a brick and mortar building. However, it has now opened up for eligible projects that support access to recreation. Bob learned that it's a long shot, but worth a try to apply for permeable pavers for the parking lot at Ty Warner Park. In addition, he will inquire about the new building at Veterans Park, though this project has already started.

b. Capital Project Report

Bob reported that the concrete foundation was poured for the new building at Veterans Park and Kenneth Co. will start at Kiwanis Park any day now. Commissioner Conneely questioned whether payments are tied in with completed work. Bob said yes, and then explained that payment requests follow a process outlined in the contract, which includes a schedule of values and 10% retainage. Payments are based on the amount of work completed each month. According to Bob, we are close to \$50,000 in cost savings with the new building due to change orders. He asked the Board if they want to consider spending this on additional features. After discussion, the Board agreed to wait in case that money is needed for something else. Bob presented pictures of the golf clubhouse deck, currently under construction, explaining that it is being built with a recycled composite material. There was discussion about ADA door access to the deck from the clubhouse. Bob explained this is not required since there is ADA access into the clubhouse. In addition, Joel confirmed that there is always staff present to assist as needed. Also, it cannot be done since this structure is considered residential. The deck railing, which was ordered in March, has experienced material delays and should be delivered approximately May 22. There will be no access to the deck until the railing is complete. Bob presented pictures of Diane Main Park field 1, pointing out current light pole locations. He then provided an overhead view, indicating the new light pole locations, which should be installed the third week of October. Bob explained that in the near future, we would have to shrink the field and relocate it out of the right-of-way. The new light poles will then be outside of the fence line. The Board plans to schedule an upcoming park tour.

c. Other

Regarding the digital sign, Commissioner Belmonte suggested installing it where the Bellerive Park sign is located, since that spot is not a crowded area. Bob confirmed that the install location is still pending as we await information from Olympic sign and Watchfire. There was discussion about replacing the park sign with the digital sign. President Karesh then inquired if the District still owns part of Green Meadows Golf Course. According to Bob, we do not. He

explained that our pin numbers with the County were just reviewed and confirmed. There was further discussion about the sign easement agreement. In addition, President Karesh wants to review the deed for Bellerive Park; Bob will forward that.

Agenda Item #8 New Business

a. FY 2022/23 Budget Amendments

Bob said that this was provided in the Board packet. He explained that any fund exceeding the appropriated budget expenditure requires Board approval. The Board reviewed and discussed.

A motion was made by Comm. Zapinski and seconded by Comm. Conneely to approve FY 2022/2023 Budget Amendment as presented.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

b. FY 2023/24 Tentative Budget

Bob explained that the Tentative Budget was included in the packet. The final Budget will be approved at the August Meeting. The Board discussed, and questioned the Disc Golf line item. According to Bob, this is in the Recreation Fund and we have three months to make a decision.

A motion was made by Comm. Belmonte and seconded by Comm. Zapinski to approve the FY 2023/2024 Tentative Budget.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. Board to Consider Annexations of 422 and 424 63rd St., 6225, 6233, 6234, and 6259 Western Ave. Ordinance No. 2023-6

Bob reported that the Village annexed these six properties earlier this year, so the District will now be coordinated with the Village. These properties were in unincorporated Willowbrook. The Board reviewed the properties via Google Maps.

A motion was made by Comm. Zapinski and seconded by Comm. Moffett to approve Annexation Ordinance No. 2023-6.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

d. Board to Consider Resolution No. 2023-1 Forming a Committee on Local Government Efficiency

Bob suggested Steve Mihelich and Michelle Walsh to serve on this committee, as two Westmont residents are required. The Board questioned Steve Mihelich, who is from Williams Architects and currently working on the new building at Veterans Park. According to Attorney Adams, there is no conflict. Bob expects to chair the committee and explained that we will follow the format provided by IAPD. After discussion, the Board agreed to hold the first meeting on Wednesday, June 7, starting at 6:00 pm. Attorney Adams advised the Board to publish a meeting notice. Going forward, the committee will meet before Regular Meetings.

A motion was made by Comm. Moffett and seconded by Comm. Belmonte to approve Resolution No. 2023-1 Forming a Committee on Local Government Efficiency.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

e. Board to Consider Resolution No. 2023-2 Emergency Purchase of Fairway Mower

A motion was made by Comm. Belmonte and seconded by Comm. Conneely to approve Resolution No. 2023-2 Emergency Purchase of a Fairway Mower

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

f. Board to Consider New Facility Rental Rate Policy

Bob explained that there is a need to adjust rental rates for non-profit groups renting during non-peak times. Staff provided a listing of rental rates, including guidelines. The Board reviewed.

A motion was made by Comm. Conneely and seconded by Comm. Moffett to approve the new facility rental rate policy for non-profit organizations.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

g. Treasurer's Report

Rosy reported that the checking accounts total is \$5,567,193.49, earning \$20,254.89 interest at a rate of 5.03%. The accounts payable total is \$265,633.90

h. Revenue Facility Report

Joel reported that the Board completed their cybersecurity training, and expressed his appreciation for the opportunity to attend Legislative Conference in Springfield. He provided updates on upcoming capital projects at the Fitness Club, including the front entrance and the annual July closing for floor refinishing. He reported on the progress of the ComEd LED lighting project. Work on the ballfield lighting at Ty Warner Park should start next week. The security cameras at Diane Main and Bellerive parks are installed, as well as two of the three new scoreboards. The Podcast series continues, with Recreation Coordinator Bobby Yonkee discussing the new fishing camp. Interviews continue for the new Fitness Club manager. To date, Joel has secured nine food trucks for the July 4th event. According to Joel, he found a vendor who has three new Ford F-250's available, which should be ready by August. He was able to install the security certificate for our timeclock software in-house.

The Golf Course is open every day, pending weather. There was discussion about concession increases, specifically pitchers of beer. According to Joel, we probably were not charging enough. Bob noted that we do have to account for pay increases. The Board agreed to evaluate at the end of the season. Joel reported that there are currently 334 golfers registered in the Junior League and he will report on revenue at the June meeting.

Fitness Club attendance remains steady, with 18 new memberships. Membership revenue for April was \$274,993. Joel informed the Board that one of the commercial washing machines from 1992 went down, costing \$9,800 to replace. There is not yet a delivery date for the two new treadmills. With the departure of Chris Evans, Recreation Coordinator Zack Johnson is managing Race to the Flag.

i. Parks/Maintenance Report

Bob reported that work in the parks is in full swing, though staffing challenges remain. He was able to hire a 16-year-old to work at Veterans Park 20 hour per week, and Rec Staff will recruit at Westmont High School. President Karesh suggested a sign-on bonus. Bob reviewed daily duties, including restrooms, garbage, and fields, as well as projects such as landscaping and planting seasonal flowers. Staff is needed seven days per week.

j. Recreation Report

Luke reported on the Backstop Concession and Spray Park opening, and the upcoming Luau Party at the Spray Park on June 8. He updated the Board on recruiting efforts for summer positions, and the upcoming Race to the Flag, which currently has 150 registrations. The Historical Society and Garden Club celebrated Arbor Day by planting a new tree outside the Gregg House Museum, dedicated to the Feltz family. Approximately 165 people attended the recent Senior Fair. Luke reviewed Kids Club registration, along with Wolverines Softball and Soccer. Marketing efforts include the purchase of promotional items for community events, as well as updated District banners. Also, summer camp and Spray Park are almost fully staffed.

i. Other

Bob informed the Board about the Lions Club Spring Fling event held Memorial Weekend at Ty Warner Park, and the American Legion's Memorial Day Parade in downtown Westmont, followed by the program at Veterans Park.

Commissioner Belmonte encouraged staff to continue increasing promotional efforts. In addition, he discussed the upcoming WYBA 40th Anniversary event at Ty Warner Park. He also inquired about local businesses having the opportunity to sponsor scoreboards. Bob explained that past Boards did not want to do this; however, it can be considered and added to our sponsorship policy. Joel explained that an insert can be purchased and installed on a scoreboard. Attorney Adams explained that he has several clients who do this, and good revenue can be generated as a result. The Board will consider.

Agenda Item #9 Closed Session

A motion was made by Comm. Conneely and seconded by Comm. Moffett to move into 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. Moffett, Comm. Belmonte, Comm. Zapinski, Comm. Karesh

Nays: None

Absent: None

Motion Carried.

The Board convened to Closed Session at 7:57 pm.

President Karesh called the Open Session back to order at 10:25 pm.

Agenda Item #10 Adjournment

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

Motion approved by unanimous voice vote.

The Regular Meeting was adjourned at 10:26 pm.