



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Ronald J. Gunter Administrative Center
55 E. Richmond St., Westmont, IL 60559
September 13, 2023 6:00 pm**

Agenda Item #1 Call to Order

President Karesh called the Meeting to order at 6:08 pm.

Agenda Item #2 Roll Call

Commissioners: 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, Alice Krampits, Senior & Special Events Coordinator, John Chorney, Parks & Facilities Foreman, Rachel Buster-Dorsey, Athletics Coordinator, Zack Johnson, Recreation Coordinator

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes-August 9, 2023
- b. Closed Session Minutes – May 10, 2023
- c. Public Hearing Minutes-August 23, 2023
- d. Claims Ordinance-September 13, 2023
- e. Other

Bob explained that Closed Session minutes of May 10, 2023 are tabled as we await submission from Attorney Steve Adams.

A motion was made by Comm. Zapinski and seconded by Comm. Moffett to approve the Regular Board Meeting Minutes of August 9, 2023, the Public Hearing Minutes of August 23, 2023, and the September 13, 2023 Claims Ordinance.

Roll Call Vote:

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

Nays: None

Absent: Comm. Belmonte

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

- a. General Public

There was no one present from the public.

b. Written

There was no written correspondence.

c. Other

There were no additional comments or correspondence.

Agenda Item #6 Unfinished Business

a. Board to Consider a TIPS Purchasing Cooperative Agreement with Olsson Roofing to Replace the Golf Course Clubhouse Roof for \$49,950.00

The Board expressed concern about current usage of the upper level of the clubhouse, which should be considered before spending money on a new roof. Bob acknowledged that this space has become storage for Haunted Forest and WPA props, as well as storage for computer and technology equipment. In addition, it houses the District's podcast studio. Bob confirmed that Olsson Roofing is in the TIPS Cooperative Purchasing program, which the District registered with in 2014. Bob reminded the Board that we originally wanted to complete this project with Anthony Roofing; however, their original quote was \$66,000. Olsson's quote was \$49,950. If the Board approves, he can get the PO to Olsson tomorrow and work can begin within a couple of weeks. Bob confirmed that the roof replacement could be done during regular play.

A motion was made by Comm. Conneely and seconded by Comm. Zapinski to approve the TIPS Purchasing Cooperative Agreement with Olsson Roofing for Golf Clubhouse roof replacement for \$49,950.

Roll Call Vote:

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

Nays: None

Absent: Comm. Belmonte

Motion Carried.

b. Consideration of Village/Park Board Meeting in 2023

Bob presented dates provided by Village Manager Steve May for the Board to consider. After discussion, the Board agreed to hold the Village/Park Board Meeting on Wednesday, November 8, 2023, starting at 5:30 pm. The Regular Park Board Meeting, starting at 6:30 pm, will follow it. Bob will confirm with the Village Manager.

c. Capital Project Report

Bob presented pictures of the new trucks: 2023 F-450 dump truck with snowplow, and two 2023 F-250 trucks, one of which also has a snowplow. Bob explained that a liner was added to the F-450 to protect the truck bed from salt. In addition, the trucks came with the District logo and extra keys. Commissioner Conneely suggested purchasing two new trucks every year in order to level out expenses. Bob reviewed future truck purchases in 2024, 2025, and 2026, as listed in the 5-Year Plan.

A picture of the Fitness Club upper level women's locker room was presented, indicating the three newly renovated showers. Next, pictures were presented of the Veterans Park playground. Old surfacing and equipment has been removed, while new equipment is being constructed. Bob reported that signs were posted, along with social media posts, to inform the community of this project. Finally, pictures were presented of current work on the new building at Veterans Park. Bob explained that every trade is working inside, except for HVAC. Bob noted the vestibule area, which will have storage benches.

d. Other

Bob informed the Board that the grant application will be submitted tomorrow. He is currently waiting for closing documents for 350 N. Grant St.; however, all other documents are ready.

Agenda Item #7 New Business

a. Surplus Property Ordinance No. 2023-9

This ordinance lists three items: 2018 riding mower, 2008 Ford F350 truck, and 2006 Ford F350 dump truck. Bob confirmed that we get more value through auction rather than trade-in.

A motion was made by Comm. Moffett and seconded by Comm. Conneely to approve Surplus Property Ordinance No. 2023-9.

Roll Call Vote:

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

Nays: None

Absent: Comm. Belmonte

Motion Carried.

b. Treasurer's Report

Rosy reported that the checking accounts total is \$8,423,843.03, as of August 31, 2023. The interest rate was 5.65%, earning a total of \$33,253.59. After the U.S. Treasury bill matured in August, we earned a total of \$75,148 in interest from this investment.

Bob addressed the interest rate for the Bond issue, explaining that any interest over 3.05% needs to be paid back. According to Bob, a new account will be created to hold this money back; however, we do not know the value yet. He will contact Arbitrage Associates to assist with this process, in order to ensure we do not have a large amount of money to pay back at the end of five years.

c. Revenue Facility Report

Joel reported that he continues to work with new Fitness Club Manager Taylor Siple, he completed the installation of the new virus software, and the latest KnowBe4 cybersecurity awareness training was sent to staff. In addition, the IPARKS grant totaling \$1,850 was received and the Bellerive Park soccer field lighting project started.

The golf course was open all 31 days in August, and staff continues to promote weekday early afternoon tee times. High school golf season will continue through the beginning of October; a number of local high schools use Twin Lakes as their home course. Specials will start, as the weather turns cooler. Joel reviewed the 5-year revenue comparison.

At the Fitness Club, memberships decreased slightly, mainly due to students returning to college, and staff continues evaluating the lower level women's locker room reconfiguration. New fitness classes were added, the gym curtain divider repair is complete and all of the new equipment is in. Joel reviewed the 5-year membership revenue comparison and 2023 monthly visit totals.

Bob reminded those present about the Westmont Chamber Open House held at the Fitness Club on Wednesday, September 20, from 5:00 – 6:30 pm.

d. Parks/Maintenance Report

Bob reported that all athletic fields are being maintained and in use every day. Picnic rentals are still going on, landscape beautification is ongoing and staff has begun work on

Haunted Forest. In addition, Maintenance Specialist Pat Nally recently repaired the air conditioning in the Administrative Center. Finally, we are adding to the maintenance staff with a full time Landscape Specialist who will fill out new hire paperwork next week.

e. Recreation Report

Luke reported on preparations for the WPA's upcoming performance; tickets are now sold in-house through RecTrac, saving ticket buyers a processing fee. Staff has established themes and layout for the Haunted Forest. Summer Camp concluded in August and Wolverines Basketball tryouts also took place last month; there should be six or seven teams. The WCC gymnasium basketball hoops and bleachers were inspected. Luke reported on upcoming Senior trips and Lifeline Screening, held in the WCC gym on September 29. He invited the Board to the staff appreciation event on September 28 at Twin Lakes Golf Course. Upcoming events include Touch-a-Truck on September 17, The Drowsy Chaperone performance on the weekends of September 22 and 29, and The Last Straw on October 1. Marketing promotions include The Drowsy Chaperone performance and Winter Beer Fest. In addition, recreation staff has started work on the Winter/Spring Program Guide. Luke reviewed park rentals, summer camp registration, Spray Park visits and revenue, Backstop concession revenue, and Spray Park Cabana and Splash & Bash rentals and revenue. Finally, he updated the Board on summer Bidy Basketball and the Summerfest softball tournament.

f. Other

There was no additional new business.

Agenda Item #8 Adjournment

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

Motion approved by unanimous voice vote.

The Regular Meeting was adjourned at 7:08 pm.