

**Minutes of the Regular Board Meeting
October 8, 2014
6:30 pm**

Agenda Item #1 Call to Order

President Main called the meeting to order at 6:33pm

Agenda Item #2 Roll Call

Comm. Bernas, Comm. Karesh, Comm. Long, Comm. Main, Comm. Smith
Staff present: Ron Gunter, Director, Bob Fleck, Supt. of Parks & Planning, Sharon Macak, Supt. of Finance, Steve Golembiewski, Asst. Supt. of Recreation, Craig Grember, Golf Course Manager, Cindy Bump, Pre-School Director, John Chorney, Facilities Coordinator, Joel Hymen, IT & Rec Supervisor, Kevin Siewak, Athletics Coordinator, Bob Heiden, Park Specialist, Rick Ricksecker, Fitness Club General Manager, Lenore Farmer, Admin. Asst., Greg Stanczyk, Program Coordinator, Patrick Hays, Intern, Bonnie Wingert, Park Patrol

Agenda Item #3 Consent Agenda

- a. Regular Board Meeting Minutes – September 10, 2014
- b. Claims Ordinance – October 8, 2014

Comm. Main called for a motion to approve the Consent Agenda.

Motion was made by Comm. Smith and seconded by Comm. Karesh to approve the Consent Agenda.

Roll Call: Ayes 5 Nays 0 Absent 0
Motion Carried.

Agenda Item #4 Open Forum and Correspondence

a. General Public

There was no one present from the general public.

b. Written

There was an invitation from the 6th Grade science teacher at Westmont Junior High, inviting the Board and staff to evaluate science projects. Bob explained that the students participate in an environmental project at the High School pond and what they study relates to how parks are developed.

Ron read a letter from the Westmont Police and Fire Chiefs thanking the Park District for assistance at the Patriot's Day Ceremony.

Comm. Main presented the Board with a packet and brochure, explaining what IAPD accomplishes.

c. Other

There was no other correspondence.

Agenda Item #5 Fitness Club Update

Rick reported that there was a good turnout for the golf outing despite bad weather, and the October Membership Appreciation was also very successful. The whirlpool has been down for over a month due to the need for a new filter and Bob explained that the door needs to be replaced due to state safety requirements. Bob will research and find out what needs to be done to meet safety requirements per Illinois Public Health Department. Bob explained that all contractors and engineers need to be approved by the Illinois Public Health Department and inspections and permits have been changed over the last year. Rick stated that it is a challenge for membership to keep the whirlpool closed for such a long time. Bob said we have until October 31st to get the door fixed. Joel reported on the TVs in the cardio room, which need to be replaced because the audio does not work properly. There was discussion about the stains on the ceiling tiles, which Bob explained is caused by condensation from the air-conditioning. He is exploring how best to repair.

Agenda Item #6 \$745,000 Bond Issues/\$170,000 General Obligations Bonds – BINA Hearing

a. Public Hearing concerning the intent of the Board of Park Commissioners to sell a \$170,000 General Obligations Limited Park Bonds to finance capital projects in and for the District.

Comm. Main opened the Public Hearing. There was no one present from the general public. Comm. Main closed the Public Hearing.

b. Authorize to acquire bonds on a \$745,000 Bonds Issue for December 1, 2014 – Debt Retirement and \$170,000 Capital Projects.

The Board authorized Ron to research municipal bonds at local banks.

Agenda Item #7 Unfinished Business

a. Proposed Park Logo

Kim presented five different versions of the logo to the Board from Carol O'Rourke, who designs the Program Guide. The designs included a tree with an updated font and Kim explained that the designer recommended removing the sun, which is pictured in the current logo. Kim feels each facility should not have its own logo. Kim requested feedback from the Board, which she can then pass on to the designer. Suggestions included making the tree less full, stacking text under the tree, eliminating prairie grass, and eliminating a boxed logo with the sun.

b. IAPD Awards Gala October 24

Comm. Main, Comm. Smith and Bob will attend the gala.

c. Community Center Bleachers/Floor Update

Joel reported that the old bleachers are gone, new bleachers have been ordered and are scheduled to be installed on December 2. Rec staff is working on a temporary seating solution until installation. Joel explained that the new bleachers will be anchored to the wall and they are longer, with an extra row, to accommodate more seating, per Board request. He is also researching a new scorekeepers table.

The WCC gym floor is done and programming has returned. Comm. Main suggested having the next Board Meeting at the Community Center.

d. Entrance Ramp at Community Center

Bob provided a new schedule and explained to the Board that it is in our best interests to bid this project in January, for a spring installation.

e. Pergola and Splash Pad at Ty Warner – Update

Bob is currently soliciting Request for Proposals (RFPs) which are due by October 20 for an open air Pergola at the Splash Pad.

Steve suggested to the Board the possibility of adjusting the closing hours at the Spray Park, which currently closes at 8:00pm. He stated there are so few people that attend after 7:00pm; he feels it would save money if the Spray Park closed at 6:30 pm. The Board will consider and will discuss at the next meeting. There was also discussion about cleaning procedures. Steve said his staff has been doing more cleaning and Bob assured the Board that cleaning will become a daily procedure.

f. Park Projects

Bob and Joel reported on last month's vehicle auction. The 1996 bus, 2004 Crown Victoria, and 1999 pickup truck were sold online via Obenauf Auction Service. The bus sold for \$2,500, the Crown Victoria sold for \$1,400 and the pickup sold for \$1,900, for a total of \$5,800. The auction house fee was 3%, or \$174, so the net was \$5,600.

Bob presented a picture of the new vestibule floor at the Community Center. He also showed a picture of the ball field reconstruction at Ty Warner Park with new drains installed by Keith. Also at Ty, a new drainage system was installed at the entrance, which will eliminate flooding after heavy rains.

g. Other

Ron explained that we still have a chance to receive the PARC Grant for the north side recreation center because there is still \$7 million available. Comm. Main said we made the cut on the Development Grant for the South Wilmette property. Ron and Bob will make a presentation for this grant in Springfield at the end of October.

a. Proposed 2014 Tax Levy

Ron explained that this is presented every October, for approval in November. This year he is proposing a 4.88% increase. Ron stated there is no action required at this time.

b. 2015 Election

Ron explained that two commissioners are up for election and an election calendar was included in the October Board Packet.

c. 2014 National Congress

The NRPA National Congress will take place October 14 – 16 and Ron informed the Board that they were provided with a packet for this conference.

d. Village/County Stormwater Update

Ron explained that the county is considering implementing a tax but the District is already providing detention, so there should be no tax increase. However, the Village may implement a sales tax increase. Ron stated that Bob has been attending meetings with other park districts regarding this. Bob explained that we should not incur any fees since the District stores more stormwater than any other agency with all of our open space.

e. Veterans Memorial Park Athletic Lighting

Bob informed the Board that the lighting system is a safety concern because the wooden light poles are rotting. He is working with Musco Lighting and Adlite Electric to correct the problems. Bob explained that each field has one light pole that needs to be addressed now. Bob explained that the cost would be approximately \$150,000 for the little league field and \$300,000 for the Babe Ruth field and Musco offers a finance plan. The new poles would consist of a prefabricated steel pole that will be slid into a concrete foundation. They will be 100% maintenance free for twenty-five years. There was discussion about payment and financing. The Board wants Bob to pursue this and work out the financing.

Comm. Main called for a motion go out to bid for replacement lights at the Babe Ruth and Little League fields at Veterans Park.

Motion was made by Comm. Long and seconded by Comm. Karesh to go out to bid for replacement lights at the Babe Ruth and Little League fields at Veterans Park.

Roll Call: Ayes 5 Nays 0 Absent 0
Motion Carried.

The fields are currently being used for fall ball, football and cheer practice, so there was discussion about suspending play at the fields until repairs can be made.

Motion made by Comm. Long and seconded by Comm. Smith to suspend all play at the Little League and Babe Ruth fields until necessary repairs are made.

Roll Call: Ayes 5 Nays 0 Absent 0
Motion Carried.

f. Twin Lakes Golf Course Update

Craig reported that there were four outings in September and two scheduled for October. Also, the current special is 9 holes for \$9. He said rounds of golf are down due to rain.

g. Foot Golf Discussion

Steve presented a map of the projected foot golf course that could be done at the Twin Lakes Golf Course. He suggested designated play on Friday or Wednesday nights because it cannot be played at the same time as regular golf. Steve explained that the game is played with a soccer ball, golf rules are followed, and the cup is twenty-one inches in diameter. He stated that the cost to install ten cups is \$750.

h. Back Stop Review and Future Options

Steve reported that this year's profit was \$209.60. After researching, he found that park district-run concession stands are not doing well do to the profit margin. Steve proposed two options: contract it out for a flat rate or re-design the concession area and only offer vending machines. Sharon suggested changing the design to resemble the Golf Course Club House and have it run by senior ladies, who would serve items such as coffee and muffins. The Board requested additional suggestions at the next meeting.

i. IAPD Credentials Certificate

Ron explained that the Board needs to designate delegates to represent the Westmont Park District at the IAPD January Business Meeting.

Motion was made by Comm. Long and seconded by Comm. Smith to designate Comm. Main as Delegate and Comm. Karesh 1st Alternate at the IAPD January Business Meeting.

Roll Call: Ayes 5 Nays 0 Absent 0
Motion Carried.

j. other

There was no other new business.

Agenda Item #9 Report of Staff

Steve reported that PVPN is currently rehearsing for their upcoming performance of 'It's a Wonderful Life.' Punt, Pass and Kick Competition was held on September 27 and had thirty participants, two more than last year. He attended IPRA's Supervisor Symposium on September 24 and was outgoing co-chair for the event. He is working on Haunted

Forest Tour, scheduled for October 25, and the Junior High Halloween Dance, scheduled for October 31.

John reported that he and his staff are working on their current project list along with regular duties on a daily and weekly basis. He is currently involved with projects such as Haunted Forest Tour, field maintenance, installing new drinking fountains and building new stairs at the Little League Field.

Kevin reported that Wildcat Homecoming went well. The Bandits, Cadets and Pee Wees are all playing well, and cheer competitions are scheduled for November 1 and 8. Biddy Basketball evaluations were recently held and Kevin stated there should be four to six teams at each level for boys. He noted that people have been very complimentary on the new gym floor and the banners hanging in the gym.

Ron noted that there was a recent incident in which a football player was disturbing cheer practice in the gym and a cheer parent got involved. The parent grabbed the boy by his sweatshirt hood and dragged him out of the gym. Park Patrol immediately addressed the parent, since he should not have put his hands on the boy. The Wildcat Board banned this parent from upcoming games and Kevin sent letters to coaches stating that all participants need to be supervised at all times.

Kim reported that she has been assisting Kevin with the Wildcat program. She stated the Winter/Spring Program Guide will be delivered to residents November 7-11. The October/November Neighbors Magazine was recently delivered to residents and Kim noted there is a new feature, a special pull-out Holly Days section. Kim included a Facility Statistics Report, which summarizes 2013 and 2014 park rentals.

Joel announced that Patrick will be working with us until Haunted Forest and then his internship will end. Joel reported that he is upgrading the security cameras at the Community Center and the Admin Building; he will have an update at the next meeting. He is exploring different options for Wi-Fi at Ty Warner Park and will have more information next month. Joel continues to maintain the website.

Alice reported that the fall senior trips are going well. She said Oak Brook Park District wants to observe her pickle ball program so they can start their own. The Senior Car Care Clinic in September was very successful and the township will offer this program again next year. Alice said fifty-seven cars came for general safety inspections. The Last Straw Fall Event, held October 5, was very well attended; over 300 people went through the Museum, 50 attended the animal show, over 200 decorated mini pumpkins and 278 went on tractor rides. Alice discussed the Educator's Round Table she recently attended and she is working on the new senior newsletter.

Sharon told the Board they will continue to receive the financials as separate attachments. She reported that the annual audit will take place October 20 – 24 and the auditors will present the final audit at the January Board Meeting. She is working on her scene for the Haunted Forest Tour.

Cindy had to leave early, so Kim read her report. All is going well at the preschool and the children have settled in to their daily routine. The scarecrow tale event is scheduled for 6:15pm on October 17 at Twin Lakes Woods. Cindy is also preparing for a new Holly Days event, Grub with the Grinch.

Bob discussed repairing the fascia on the gazebos at Ty Warner Park. He has only received one quote, from All-American Exteriors, for \$3,455. Bob stated the difference would be about \$2,000 if the work was done in-house. Bob recommended hiring the job out and Ron said the money is there for park projects. Bob asked the Board for direction and they want more quotes to get a better price.

Agenda Item # 10 Executive Session – To discuss Personnel and Land Acquisition

Comm. Main called for a motion to adjourn to Executive Session.

Motion was made by Comm. Long and seconded by Comm. Smith to adjourn to Executive Session.

Roll Call: Ayes 5 Nays 0 Absent 0
Motion Carried.

Agenda Item # 11 Adjournment

Motion was made by Comm. Smith and seconded by Comm. Bernas to adjourn the Regular Session.

Roll Call: Ayes 5 Nays 0 Absent 0
Motion Carried.

Meeting was adjourned at 9:20pm.

**Minutes of the Executive Session
October 8, 2014**

President Main called the Executive Session to order at 9:45pm to discuss personnel.

Roll Call: Comm. Bernas, Comm. Karesh, Comm. Long, Comm. Main, Comm. Smith,
Ron Gunter, Director, Bob Fleck, Supt. of Parks and Planning

The discussion was about the part-time status of the Supt. of Recreation position, held by Kim Baxter. The Board wanted to discuss the pros and cons of keeping the position part-time. Overall there are no major concerns, they just want to be sure everyone was able to openly discuss.

Director Ron Gunter entered the meeting at 10:00pm.

The Board asked Ron how he felt the part-time superintendent position was working. Ron informed the Board in his opinion, there have not been any issues. He told the Board Kim handles her responsibilities even if she is off. Ron does not see any issues and he is very pleased with the results after six months.

The Board was fine with the part-time status.

Motion was made by Comm. Smith and seconded by Comm. Karesh to adjourn the Executive Session.

Roll Call: Ayes 5 Nays 0 Absent 0
Motion Carried.

President Main called the Regular Session back to order.
No further business.

Motion was made by Comm. Karesh and seconded by Comm. Smith to adjourn the Regular Session.

Roll Call: Ayes 5 Nays 0 Absent 0
Motion Carried.

The Executive Session was adjourned at 10:16pm