

Minutes of the Regular Board Meeting
April 8, 2015
6:00 pm

Agenda Item #1 Call to Order

President Main called the meeting to order at 6:00 pm

Agenda Item #2 Roll Call

Comm. Bernas, Comm. Karesh, Comm. Long, Comm. Main
Staff present: Ron Gunter, Director, Bob Fleck, Supt. of Parks & Planning, Kim Baxter, Supt. of Recreation, Sharon Macak, Supt. of Finance, Keith Johnson, Greens Supt., Steve Golembiewski, Asst. Supt. of Recreation, John Chorney, Facilities Coordinator, Cindy Bump, Preschool Director, Rick Ricksecker, Fitness Club Manager, Alice Krampits, Senior & Special Events Coordinator, Joel Hymen, IT & Rec Supervisor, Kevin Siewak, Athletics Coordinator, Craig Grember, Golf Course Manager, Lenore Farmer, Admin. Assistant

Agenda Item #3 Pledge of Allegiance

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes March 18, 2015 and Executive Session
- b. April Claims Ordinance

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

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

Roll Call: Ayes 4 Nays 0 Absent 1
Motion Carried.

Agenda Item # 5 Open Forum and Correspondence

a. General Public

There was no one present from the general public.

b. Bob had a request from a not-for-profit group wanting to host a fundraiser event at Ty Warner Park Gazebo for 300 people. Bob explained that this group needs Board approval because it is more than our allotted amount of people.

President Main called for a motion to approve the fundraiser event at Ty Warner Park Gazebo for 300 people.

Motion was made by Comm. Bernas and seconded by Comm. Karesh to approve the fundraiser event at Ty Warner Park Gazebo for 300 people.

Roll Call: Ayes 4 Nays 0 Absent 1
Motion Carried.

c. Other

President Main addressed the Board and staff regarding her recent health issues. She said she plans to remain on the Board as long as she can and she will also continue as IAPD Chairman.

Agenda Item #6 Treasurer's Report

a. Monthly Cash Report

Sharon reported that March payables totaled only \$77,000 and there is \$3,939,715 in checking. She said the money market account for the OSLAD Grant was closed since we were incurring fees.

b. Other

There was no other business to report.

Agenda Item # 7 Unfinished Business

a. VMP Lighting Update

Bob said he is hoping to schedule the lighting inspection by the Village this weekend since baseball is starting soon. He reported that Ad Lite is almost finished and at 8:15 tonight David Miller from Musco will be here to check the lighting levels. Bob explained that we need to do a re-lamp at Ty Warner Park as soon as the ground dries up. The Board agreed that all the bulbs need to be replaced.

b. Westmont Community Center Ramp Replacement Update

Bob explained that the projected change order to meet the ADA requirements is \$9,000 extra but still within budget. Also, he said he will get the drawings from the structural engineer this week.

c. Westmont Community Center Fascia Update

Bob said the fascia and soffit are all contracted and ready to go. In addition, the soffit lights will get replaced, possibly with LED lights.

d. Review 2015-2016 Capital Projects

Ron summarized what was approved at the March Regular Board Meeting and explained this will be part of the tentative budget.

e. Twin Lakes Golf Course Roof Project

Bob presented pictures of the roof to illustrate the amount of rot. He explained that thirteen sheets of rotted plywood were replaced and new shims were added to change the pitch of the roof. He said the total cost of the project was \$14,580.

f. Other

Bob said that work has started on the restroom floor at Ty Warner Park and he presented a picture of the stain color. He explained that the cool, damp weather is causing a delay in the process.

Bob presented pictures of the new monument signs for Board approval.

President Main called for a motion to approve choice #9, which is beige, outlined in green, with a green tree logo and black lettering, for the new Fritz Werley Park monument sign.

Motion was made by Comm. Bernas and seconded by Comm. Karesh to approve monument sign choice #9 for Fritz Werley Park.

Roll Call: Ayes 3 Nays 1 Absent 1
Motion Carried.

Agenda Item #8 New Business

a. June 1st Bond - \$60,000

Ron explained that every year there is an interest payment due June 1 on our Alternate Revenue Bonds. He said he will seek bids and hopes to get good rates.

b. 2015 Parks Day at Capital

Ron said Parks Day at the Capital will be held on Tuesday, April 28 and the Park District will have a booth that will be handled by Bob, Steve and Ron.

c. 2014 EAV and Tax Rate

Ron explained that over the last four years our EAV has declined 23%, but even with the declining EAV our total capped funds have gone up each year. He said the tax cap basically protects us from losing money.

d. Other

There was no other new business.

Agenda Item #9 Report of Staff

Rick reported that membership continues to grow. He said he will order the new ellipticals, treadmills and sci-fit machine that were approved by the Board at the last meeting. There was discussion about the condition of the whirlpool and it was decided to

keep it running. Rick said the nearby Oak Brook Racquet Club will be closing, which could impact our Fitness Club membership. Additional staff coverage was discussed, along with the possibility of having a daytime manager.

John reported that he is getting ready for baseball season and is addressing the Babe Ruth Field fence. He said he has been implementing some procedures which he learned at maintenance school. John explained that Dan Gilmore from I-Parks recently completed an inspection; there were only 3 issues and overall he was impressed with our parks and facilities.

There was discussion about checking parks and playgrounds. Bob stated that all of our playgrounds have been updated and he assured the Board that Park Patrol does safety checks on our parks and completes a daily log, which Bob reviews every morning. John assured the Board that he and his staff do checks for safety and everything is documented on a facilities issue report.

Craig reported that the Golf Course opened on March 30 and he said we are ahead from last year at this time. He said he will have league information at the next meeting and there are already outings scheduled for this summer. He said May 12 is the foot golf kick-off, which Steve is promoting.

Steve reported that Spring Break Camparama took place the last week of March, with 14 participants. He said that PVPN performed "12 Angry Jurors" the last two weekends in March and it was a good performance. He said the Back Stop is tentatively opening on April 18 and the Spray Park is scheduled to open on May 23. Steve announced that Westmont Kids Club received the Power Play Grant of \$1,000, which will help update current supplies and purchase new equipment.

Kevin reported that men's basketball concluded and adult floor hockey has started. He said he has been working on soccer field reservations with the Chicago Blast and preparing for summer events. He said the WYBA opening day is scheduled for May 3 at Veterans Memorial Park.

Keith reported that almost all of his seasonal staff is back and he has been out in the parks getting ready for the season. He said he edged and mulched the Village complex and the Babe Ruth Field has been slit-seeded.

Joel reported that he rewired the main server in the WCC and he also did some reconfiguring at the Golf Course and put the equipment in a proper cabinet. He said he has been working with the Fitness Club to coordinate membership appreciation days. Also, he has been training on the new version of RecTrac software which we will be receiving in June.

Kim noted the new ¼ zip outerwear that staff recently received and she asked the Board for feedback on what they would like. She said the Teamwork presentation was held on March 25 and was attended by 32 staff members and President Main. Kim reported that the Summer Program Guide is now available on the website and in facility literature

racks, and will be delivered to residents this weekend. The Board complimented the new summer guide.

Cindy reported that the preschool students will visit Drury Lane Theater on April 23 to see “The Little Mermaid” and on April 27 the preschoolers will visit with Mother Goose and then tour the Museum. She said the last day of school for the three-year-old class is May 14 and the last day for the four-year-olds is May 13. She said she is preparing for summer camp, which will have extended hours this year – 8:30 am to 4:00 pm. Increasing the camp director’s salary was discussed.

Alice reported that the Senior Newsletter is almost complete. She said both the Bites with the Bunny and the Spring Palette Art Show events were successful. Alice said the senior golf league currently has 130 players registered and income tax assistance will conclude on April 15. She is working on the Museum summer exhibit which will feature Dispensa’s Kiddie Kingdom.

Bob reported that the Park Patrol kick-off meeting was held on Monday night and was attended by the new Westmont Police Sgt., who provided Park Patrol with his cell phone number. He said Audi’s parking lot agreement expires on May 1 but the lease agreement has been extended until May 20 for inventory. The Board agreed that so far this has not caused any problems.

Agenda Item #10 Executive Session on Personnel

Motion was made by Comm. Karesh and seconded by Comm. Long to Adjourn to Executive Session.

Roll Call: Ayes 4 Nays 0 Absent 1
Motion Carried.

The Board Adjourned to Executive Session at 8:00 pm.

**Minutes of the Executive Session
April 8, 2015**

The Executive Session was called to order by President Main at 8:05 pm to discuss Personnel.

Roll Call: Comm. Bernas, Comm. Karesh, Comm. Long, Comm. Main
Ron Gunter, Director, Robert Fleck, Supt. Parks & Planning

The Board reviewed the proposed Succession Plan for Staff. The intent is to approve in public at the May Regular Board Meeting.

With the Retirement of Ron Gunter and Keith Johnson on May 31, 2016 the Board reviewed a re-organization plan.

The Board discussed the creation of two positions:

Supt. of Parks
Supt. of Facilities/IT

Also discussed was Kim Baxter stepping down as Supt. of Recreation on September 1, 2015 and remaining as the Marketing Director.

The Board directed staff to fill the vacant Assistant Director position this Fiscal year and promote Bob Fleck to fill this position. This will be included in the succession plan.

The Board discussed staff evaluation and a raise pool for Fiscal Year 2015-2016. The raise pool will be 3% based on the CPI and new growth.

Motion was made by Comm. Bernas and seconded by Comm. Karesh to Adjourn the Executive Session.

Roll Call: Ayes 4 Nays 0 Absent 1
Motion Carried.

President Main called the Regular Session back to order at 8:25 pm.

There was no further business.

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

Roll Call: Ayes 4 Nays 0 Absent 1
Motion Carried.

The Regular Session was adjourned at 8:30 pm.

