



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Administrative/Senior Center
55 E. Richmond St., Westmont, IL 60559
December 9, 2015, 6:00 pm**

Agenda Item #1 Call to Order

President Main called the meeting to order at 6:02 pm

Agenda Item #2 Roll Call

Comm. Bernas, Comm. Karesh, Comm. Long, Comm. Main, Comm. Smith,
Steve Adams, Westmont Park District Attorney
Staff Present: Ron Gunter, Director, Bob Fleck, Assistant Director, Sharon Macak,
Supt. of Finance, Steve Golembiewski, Supt. of Recreation, Keith Johnson, Greens Supt.,
Ben Grimme, Supt. of Parks & Golf Course, Kevin Siewak, Asst. Supt. of Recreation,
John Chorney, Parks & Facilities Foreman, Cindy Bump, Pre-School Director, Craig
Grember, Golf Club Manager, Rick Ricksecker, Fitness Club Manager, Alice Krampits,
Senior & Special Events Coordinator, Nicolette Jerik, Recreation Coordinator,
Lenore Farmer, Office Manager
Guests: Jim Savio, Sikich, LLP; Greg Kyles, Westmont resident & Fitness Club member

Agenda Item #3 Pledge of Allegiance

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes – November 11, 2015
- b. Claims Ordinance – December 9, 2015

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

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

Roll Call Vote:

Ayes: Comm. Bernas, Comm. Long, Comm. Karesh, Comm. Smith, Comm. Main

Nays: None

Absent: None

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

a. General Public

Resident Greg Kyles was in attendance to address the Board regarding the whirlpool at
the Fitness Club.

b. Written

Ron read correspondence from a resident expressing appreciation for ash tree removal.

c. Other

President Main introduced the District's new attorney, Steve Adams, who stated that he has had the opportunity to meet with Ron and Bob and has begun reviewing a variety of documents, including policies, ordinances and tax levy objections. He added that some documents need fine-tuning, but overall the District is in good shape.

Agenda Item # 6 Fitness Club

a. Membership Breakdown

Rick and Kevin reviewed the membership breakdown. Membership is +5 for November and the Fitness Club currently has 1,580 members. Ron added that total members are a significant number, and most are Westmont residents. There was discussion about racquetball players.

b. Fee Structure – Board to Discuss Increase

Ron noted that we haven't changed the rates in several years. Kevin reviewed a comparison chart, which compared our rates with 9 local clubs, and showed that we are competitive with our rates. The Board was pleased with the comparison chart and did not want to change our fees, since the goal is to offer fitness at reasonable rates.

c. Whirlpool

Greg Kyles addressed the Board. He explained that while he consistently uses the whirlpool, he sees how underutilized it is and suggested that there could be a better use for that space, for example, a much-needed stretching area. He emphasized that it is cost prohibitive to spend money on the least-used area of the club. Mr. Kyles added that he has attended many area clubs and feels ours is the best value around, and removing the whirlpool is an opportunity to make the Fitness Club better. The Board thanked Mr. Kyles and began discussion

1. Review Proposals to Repair

Bob explained the process of replacing the dehumidification equipment and reviewed Illinois Department of Public Health requirements for obtaining a permit.

2. Discuss Removal of Whirlpool or Upgrading

Bob stated that the whirlpool space measures 15 x 10 feet, which could add 12% more space to the weight room if removed. The Board agreed that the whirlpool is underutilized. There was discussion about the cost of removal, how the space could be used if it is removed, and if members would leave due to removal. Also, if the whirlpool is upgraded, then money needs to be spent to fix it properly.

Motion was made by Comm. Karesh and seconded by Comm. Long to remove the whirlpool from the Fitness Club.

Roll Call Vote:

Ayes: Comm. Karesh, Comm. Long, Comm. Main

Nays: Comm. Bernas, Comm. Smith

Absent: None

Motion Carried.

3. Other

Bob explained that he will research and address the best way to go about removal.

Ron added that the Board will be kept informed throughout the removal process.

Agenda Item #7 Treasurer's Report

a. Monthly Cash Report

Sharon reported that we closed on the \$765,000 Bond issue from Hinsdale Bank and Trust. Sharon reviewed the revenue and expense report and the cash and investment balances. She stated that the checking accounts total \$4,488,839.94 and the accounts payable total is \$203,000.

b. IMRF Update

Sharon explained that our new IMRF rate has been lowered to 11.80% and there are currently 30 employees enrolled.

c. 2014-2015 Audit Presentation

Sharon introduced Jim Savio from Sickich, who presented the 2015 financial report to the Board. He reviewed highlights of the audit and also addressed the annual communication to the Commissioners. He summarized that the report was good and there were no material weaknesses or deficiencies.

Agenda Item #8 Unfinished Business

a. Review Naming of Park Shelters for Long Serving Commissioners (25+ years)

Ron reviewed previous discussions to recognize Commissioners who have served more than 25 years by having a shelter named for them. Ron explained that we need a consistent policy and requested direction from the Board regarding placement of a plaque or sign and whether a name should be placed on the shelter. He said this will be on the January agenda.

b. Update on Banking Services – Wintrust Financial (Clarendon Hills Bank)

Sharon reported that she and Bob met with the team from the bank and she will be working on the transition over the next few months. She explained that our application was submitted and signature cards and agreements will be coming. Ron added that we will determine a peg balance to maintain so we do not incur fees.

c. Park Project Update

Bob reported that the interior restrooms at Ty Warner Park are finished, epoxy will be applied to the WCC ramp tomorrow, and the new water cannon tops have been installed at the splash pad.

Bob explained that the heavy, wet snow at the end of November damaged the backstops and netting at Ty. Bob is researching the cost to repair, but recommended not replacing the net on field 2 in order to save costs, since that field is used primarily for instructional baseball and younger girls' softball. Steve Adams recommended submitting an insurance claim. The Board discussed repair options.

Motion was made by Comm. Karesh and seconded by Comm. Long to repair and continue with the use of Ty Warner Field 2 as is.

Roll Call Vote:

Ayes: Comm. Karesh, Comm. Long, Comm. Bernas, Comm. Smith, Comm. Main

Nays: None

Absent: None

Motion Carried.

d. Other

There was no other unfinished business.

Agenda Item #9 New Business

a. 2015 Annexation Ordinance

Ron explained that this ordinance needs to be passed for any property annexed by the Village during the year, which will provide the property will be assessed Park taxes.

Motion was made by Comm. Long and seconded by Comm. Karesh to approve Annexation Ordinance 2015-7.

Roll Call Vote:

Ayes: Comm. Long, Comm. Karesh, Comm. Bernas, Comm. Smith, Comm. Main

Nays: None

Absent: None

Motion Carried.

b. 2015 Tax Abatement Ordinance 2015-8 – Board Approval

Ron said every year in December this ordinance needs to be passed because we use alternate revenue interest bonds for our financing.

Motion was made by Comm. Long and seconded by Comm. Smith to approve 2015 Tax Abatement Ordinance 2015-8.

Roll Call Vote:

Ayes: Comm. Long, Comm. Smith, Comm. Bernas, Comm. Karesh, Comm. Main

Nays: None

Absent: None

Motion Carried.

c. 2016 Regular Board Meeting Dates

The Board agreed to the following Regular Board Meeting dates for 2016: January 13, February 10, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9, and December 14.

d. Holly Days Update

Steve reviewed the Holly Days events that have taken place to date: Gift Bazaar, Lions Club Pancake Breakfast, Rotary Club 5K, Frosty & Friends Parade, Opening Ceremonies and the Polar Express. He listed upcoming events, including Lunch with Santa and

Winter Wonderland on December 12 and Breakfast with Santa and Grinch Whobilation Workshop on December 19.

Steve also reported on the success of the sponsorship program this year and he discussed upcoming PVPN performances.

e. Golf Course Update

Craig reported that the golf course has re-opened this week due to the nice weather. He reviewed the 2015 revenue to date, which is \$19,000 more than last year. He predicted that this year's revenue should be approximately \$21,000 over last year. He said the next outing will be the Chili Open on January 9.

f. Other

There was no other new business.

Agenda Item #10 Report of Staff

John reported that he continues to work on outdoor projects since the weather has been so nice. He added that the new staff is working out well.

Kevin reported on the Spaghetti Dinner fundraiser, which raised approximately \$3,000 for Wildcat cheerleaders attending national competition in Florida. He said travel basketball continues, and Bidy Basketball will begin on Saturday, December 12. Kevin said that he assisted with the Frosty & Friends Parade for the first time. He added that football equipment is currently being returned.

There was discussion about our protocol for head injuries and concussions. Kevin said that we try to follow school recommendations and we have a trainer at games, along with new helmets. Steve Adams explained that there is no state law that mandates concussion protocol for park districts, but we should be proactive and provide guidelines. He advised seeking information from the medical community and to follow existing IHSA guidelines.

Keith reported that he is taking advantage of the warm weather and continuing to complete outside projects.

Cindy reported that the Family Fun Nights scheduled in November were cancelled due to loss of heat; however they were rescheduled for January. She reviewed her upcoming Holly Days events, Candy Cane Scavenger Hunt and Grinch Whobilation Workshop. Cindy said an open house is planned for early February and resident registration begins on February 29.

Alice said that there is one senior trip remaining for the year, "Elf the Musical," scheduled for December 10. She reported that 54 crafters participated in the Holly Days Gift Bazaar, with the preschool earning \$340 for their annual bake sale. Alice updated the Board on SilverSneakers, noting that of the 62 senior Fitness Club members that completed the survey, only 5 are SilverSneakers members. The Board agreed that becoming a SilverSneakers member would not benefit our Fitness Club members. Alice added that Greg House Museum membership renewals have been sent out and she explained the levels of membership.

Nicolette reported that her programs are going well and she has been in contact with her contractual instructors with regards to rosters, invoices and budgets. She said she attended her first IPRA Teen Committee meeting and Westmont Park District will again host Teen Camp Challenge. She also reviewed her work with Holly Days events.

Ben reported that he has been learning a lot about park operations, the golf course, budgeting and his future responsibilities while working and meeting with Bob, Keith and John.

As a result of the recent loss of heat at the Twin Lakes Learning Center, there was discussion about the heating system and the District's maintenance contract for heating.

Agenda Item #11

Seeing no further new business a motion was made by Comm. Smith and seconded by Comm. Long to adjourn to closed session pursuant to Section 2(c)(1) of the Open Meetings Act for the purpose of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body.

Roll Call:

Ayes: Comm. Smith, Comm. Long, Comm. Bernas, Comm. Karesh, Comm. Main

Nays: None

Absent: None

Motion Carried.

Agenda Item # 12 Adjournment

The Regular Session was adjourned at 8:37 pm.



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President Main called to order the Closed Session pursuant to Section 2(c)(1) of the Open Meetings Act for the purpose of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body at 9:00 pm.

Roll Call: Comm. Bernas, Comm. Karesh, Comm. Long, Comm. Main, Comm. Smith, Steve Adams, Attorney, Ron Gunter, Director, Bob Fleck, Assistant Director

The Board asked staff to leave the Closed Session for discussion of personnel and contracts for the Director and Consultant.

After Ron Gunter and Bob Fleck left the Closed Session, the Board discussed the succession plan for the Director's position when Ron Gunter retires on May 31, 2016. Along with the Director's position the Board discussed a contract to provide consulting services for a 3-year period to retain Ron Gunter's services. The Board discussed the Director's contract for Bob Fleck for a 3-year period starting June 1, 2016 and ending May 31, 2019.

The Board instructed the attorney to work on the two 3-year contracts for the Director's position and the Consultant. The Board discussed various details of each contract and gave the attorney direction in finalizing the contracts

The Board invited Ron Gunter and Bob Fleck back into the Closed Session to discuss general items of the contracts.

The Board also discussed conduct of staff at Board Meetings and gave authorization to the Director to address with an employee regarding his or her behavior toward a Board Member.

A motion was made by Comm. Smith and seconded by Comm. Bernas to adjourn the Closed Session.

Ayes: Comm. Smith, Comm. Bernas, Comm. Karesh, Comm. Long, Comm. Main
Nays: None
Absent: None
Motion Carried.

President Main Called the Regular Session Back to Order.

Seeing no further business, a motion was made by Comm. Bernas and seconded by Comm. Smith to adjourn the Regular Session.

Ayes: Comm. Bernas, Comm. Smith, Comm. Karesh, Comm. Long, Comm. Main
Nays: None
Absent: None
Motion Carried.

The Meeting was adjourned at 10:24 pm.