



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Administrative/Senior Center
55 E. Richmond St., Westmont, IL 60559
April 13, 2016, 3:30 pm**

Agenda Item #1 Call to Order

President Main called the meeting to order at 3:35 pm

Agenda Item #2 Roll Call

Comm. Bernas, Comm. Long, Comm. Main, Comm. Smith
Staff Present: Ron Gunter, Director, Bob Fleck, Assistant Director, Sharon Macak, Supt. of Finance, Keith Johnson, Greens Supt., Joel Hymen, Supt. of Revenue Facilities & IT, Ben Grimme, Supt. of Parks & Golf Course, Kevin Siewak, Asst. Supt. of Recreation, John Chorney, Parks & Facilities Foreman, Rick Ricksecker, Fitness Club Manager, Nicolette Jerik, Recreation Coordinator, Lenore Farmer, Office Manager, Kyle Madeja, Athletics Coordinator
Guests: Diana Armbruster, Westmont resident & Fitness Club member

Agenda Item #3 Pledge of Allegiance

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting and Closed Session Minutes of March 9, 2016
- b. Special Board Meeting of March 16, 2016
- c. Claims Ordinance – April 13, 2016

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

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

Roll Call Vote:

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

Nays: None

Absent: Comm. Karesh

Motion Carried.

Agenda Item #5 Treasurer's Report

a. Monthly Cash Report

Sharon reviewed the checking accounts, which total \$4,549,397.47 as of March 31, 2016, and she said the three CD's total \$300,000. Sharon reported that the accounts payable total is \$120,501.89.

b. Other

Sharon had nothing additional to report.

Agenda Item #6 2016-2017 Fiscal Year Budget Workshop

a. Financial Overview

President Main began the Budget Workshop for fiscal Year 2016-2017. Ron explained and reviewed the financial overview along with items for the Board to consider with the proposed Operating Budget. He added that there would be no Board Action at this workshop; there will only be general consensus from the Board.

b. Proposed Grants

Ron summarized the proposed grants from the State of Illinois - the PARC Grant and the OSLAD Grant – and said we will have enough money to complete the projects if the funds are released from the state. In addition, he provided a financial projection which would assume the grants were awarded.

c. Operating Budget

Ron reviewed each individual fund, with regard to income and expenses, for the proposed operating budget for Fiscal Year 2016-2017. He concluded that the District is in a good place with regard to fund balances and will end the year with \$1,357,000.

d. Capital Expenses

Bob presented a capital project priority list to the Board, based on function and safety, and explained that we are trying to stick to a cap of \$400,000.

Based on review and discussion, the Board came to consensus on the following proposed capital improvement projects:

Facilities:

Fitness Club	Fitness Equipment	32,000
Fitness Club	Office Reconfiguration & Ice Machine	16,850
Fitness Club	Security Cameras	6,500
Fitness Club	Electric Upgrades	4,000
Fitness Club	HVAC	27,000
Fitness Club	Court 3 LED lighting retrofit	8,400
Admin Office	Office Improvements	8,500
WCC	Gym Sound system	4,500
WCC	Pipe and Drape Backdrop	1,800
Golf Clubhouse	Carpet Tiles	6,000
Golf Clubhouse	Lower Pitched Roof Replacement	9,000
Preschool	Smartboard with Computer	2,000
I.T.	MainTrac Software for Maintenance Department	25,500
I.T.	Finance Software and Server	8,500
Life Safety	Two AED's	3,500
	Total	\$164,050

Parks:

Veterans Memorial	Athletic Court Reconstruction	35,000
Ty Warner	Athletic Court Reconstruction	70,000
Twin Lakes	Athletic Court Repair	55,000
Blackhawk	Athletic Court Repair	29,000
Fritz Werley	Tennis Court Repair	10,000
Kiwanis	Tennis Court Repair	1,500
Gazebo/Spray Park	55 Gallon Trash Receptacles	30,000
	Total	\$230,500

Equipment:

	Stake Truck	30,000
	F350 Pick up	25,000
Golf	Greens Mower	29,000
Golf & Parks	175 Gallon Sprayer	32,000
Golf & Parks	Seed/Fertilizer Spreader	5,100
Golf & Parks	Wide Area Mower	56,000
Golf	Turf Brush for Greens	5,100
Golf	Mohawk Service Lift Add-on	3,750
Parks	Power Brush	4,000
	Total	\$189,950

ADA:

Fitness Club	Office Reconfiguration	7,000
Fitness Club	ADA Fitness Equipment	7,920
Fitness Club	Cable Machine for Weight Room	4,000
WCC	Drinking Fountain	2,450
	Smartboard	3,000
Veterans Memorial	Pathway to Courts	10,000
Ty Warner Park	Paver Walkway Repairs	10,000
	Total	\$44,370

The Board took a short recess at 6:00 pm and then reconvened at 6:20 pm

Agenda Item #7 Open Forum and Correspondence

a. General Public

There was no one present from the general public at this time.

b. Request for Alcohol at Twin Lakes Park on August 13, 2016 and at Ty Warner Park on August 28, 2016

Motion was made by Comm. Karesh and approved by Comm. Long to approve the request for alcohol at Twin Lakes Park on August 13, 2016.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Motion was made by Comm. Long and seconded by Comm. Karesh to approve the request for alcohol at Ty Warner Park on August 28, 2016.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. Other

President Main read a letter of resignation submitted by Comm. Bernas. Having served as a Westmont Park District Commissioner for 43 years, his resignation will be effective May 31, 2016.

Agenda Item #8 Unfinished Business

a. Naming of Park Pavilions

Ron said we are ready to order the plaques from the proofs presented for Commissioners Bernas, Long, Main and Smith, which will be hung in the park pavilions.

b. Auto Nation Access Road on Ty South

Bob stated this is now a dead issue because Auto Nation will no longer require use of our property.

c. Red, White & BBQ Update

Comm. Karesh stated the Lions Club is progressing well with planning and everything is in order for the event which will take place Memorial Day weekend at Ty Warner Park.

d. Other

There was no other unfinished business.

Agenda item #9 New Business

a. Twin Lakes Golf Club Update

Craig reported that the Golf Course opened on March 17 and he showed the Board this year's new score cards. Craig said 10 outings have already been registered for this summer and he explained the state certification class he attended for food handling and serving alcohol. Golf lessons and having a club pro were discussed.

b. SEASPAR Awards Banquet May 18

Ron said Westmont Park District will reserve a table for this event since we were one of the original organizing districts. He added that Comm. Bernas is one of the original commissioners who are still serving.

c. Fitness Club Update

Kevin reported that membership for March is -8. He has been learning how to use the new membership registration software and has also been working with inventory.

d. Other

There was no other new business.

Agenda Item # 10 Adjourn to Closed Session

Seeing no further business, a motion was made by Comm. Smith and seconded by Comm. Bernas 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 Vote:

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

Nays: None

Absent: None

Motion Carried

The Board adjourned to Closed Session at 6:50 pm.

Agenda Item # 11 Adjournment

President Main called the Regular Session back to order at 7:36 pm.

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

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 7:38 pm.



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President Main called to order at 7:00 pm 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.

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

The Board addressed two issues under Personnel.

First, with Comm. Bernas resigning from the Park Board effective May 31, 2016, the Board discussed appointing someone to fill the vacancy. By law, if someone is appointed at this time he/she would serve until the next election (April 2017). At that time, the Westmont Park District will have three commissioner positions on the ballot - two six-year terms and one two-year term – to complete Comm. Bernas' original elected term.

Ron told the Board Jim Flynn has inquired about serving as a Park Board Commissioner. Jim lives across the street from the Community Center and has been very active in the Boy Scouts for many years. Since both his sons are Eagle Scouts and not participating any more, he would like to help the community by serving on the Park Board. The Commissioners agreed this would be a good choice. They requested that he attend the May Regular Meeting, one half hour prior to start time, in order to introduce himself to any Commissioners who would like to meet him.

The general feeling is Jim Flynn's appointment will be on the May Agenda for approval.

The second item for discussion was staff cost of living and merit increases. Ron and Bob reviewed the Fitness Club Staff with the Board. The direction was to provide a 3.0% pool of new money in the budget and have Ron and Bob determine the amounts for each employee.

Since both issues were addressed, a motion was made by Comm. Smith and seconded by Comm. Karesh to adjourn the Closed Session.

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

Nays: None

Absent: None

Motion Carried.

The Closed Session was adjourned at 7:30 pm.