



**Westmont Park District Board of Commissioners  
Minutes of the Regular Meeting  
Administrative/Senior Center  
55 E. Richmond St., Westmont, IL 60559  
July 13, 2016, 6:00 pm**

Agenda Item #1 Call to Order

President Main called the meeting to order at 6:10 pm

Agenda Item #2 Roll Call

Comm. Flynn, Comm. Karesh, Comm. Long, Comm. Main, Comm. Smith  
Staff Present: Bob Fleck, Executive Director, Sharon Macak, Supt. of Finance,  
Steve Golembiewski, Supt. of Recreation, 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, Alice Krampits, Senior & Special Events  
Coordinator, Nicolette Jerik, Recreation Coordinator, Craig Grember, Golf Course  
Manager, Rick Ricksecker, Fitness Club Manager, Lenore Farmer, Office Manager,  
Kyle Madeja, Athletics Coordinator, Steve Adams, Attorney  
Guests: Yvonne Novak, RCP Insurance

Agenda Item #3 Pledge of Allegiance

Agenda Item #4 Consent Agenda

- a. June 8, 2016 Regular Board Meeting Minutes
- b. Claims Ordinance – July 13, 2016

President 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 Vote:

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

Nays: None

Absent: None

Motion Carried.

Agenda Item #5 Open Forum

a. General Public

There was no one present from the general public.

b. Written

Bob read a written request to serve beer and wine at a picnic on September 19 at  
Twin Lakes Park.

Motion was made by Comm. Long and seconded by Comm. Karesh to approve the  
request to serve beer and wine at a picnic at Twin Lakes Park on September 19, 2016.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. Other

There was no other correspondence.

#### Agenda Item #6 Treasurer's Report

a. Monthly Cash Report

Sharon reviewed the checking accounts, which total \$5,788,920.87 as of June 30, 2016 and she reported the accounts payable total is \$440,302.81. She noted that we continue with two CD's

b. Other

There was nothing additional to report.

#### Agenda Item #7 IPARKS Annual Renewal

Yvonne Novak from RCP Insurance presented the IPARKS insurance renewal and proposal. She reviewed updates and basic coverage changes. IPARKS benefits were discussed, along with property coverage, equipment breakdown, electronic data processing and contribution summary. In addition, Bob explained that he goes over the statement of values every year.

There was discussion about having an appraiser review the value for the Community Center and the Fitness Club, so that the District is not underinsured. Steve Adams recommended a consulting assignment rather than a full appraisal, in order to keep the cost down. Yvonne said the policy can be amended at any time. Per Board request, Bob will present pricing for appraisal at the August meeting.

#### Agenda item #8 Attorney's Report

a. Legislative Update

Steve Adams reported on a bill that passed which will increase the bid limit from \$20,000 to \$25,000. He will inform us when it becomes law. He reviewed pending legislation regarding disclosure and reporting of travel and expense funds. He touched on the stopgap budget and said there was not a property tax freeze. He also explained a new state law prohibiting disclosure of social security numbers and briefly discussed restrictions under the personal information protection act. Finally, he reported on a bill imposing a penalty on local governments failing to comply with a PAC opinion or court order.

b. Conduct Ordinance

Steve Adams said work has been completed on the conduct ordinance.

c. Personnel Policy Manual

Work is almost done on this and Steve Adams recommended holding a Special Meeting to review the many changes.

The Board decided to schedule a Special Meeting to review the Conduct Ordinance and Personnel Policy Manual on September 28, starting at 5:00 pm.

#### Agenda Item # 9 Tax Levy Discussion

Bob presented the annual statement from DuPage County of real estate tax collected and distributed. Sharon explained that this has always been included in the audit every year, along with the revenue and expense report. He explained that \$10,584.22 was withheld from the amount the District requested, so it is always best to request the maximum allowed rate.

#### Agenda Item #10 Unfinished Business

##### a. BMW Request to Close Westmont Drive

Bob explained that Joel will represent the District at tonight's Planning & Zoning Meeting, where the full presentation will be made. He said the turn lanes onto Ogden Avenue have been restriped, which is probably to prepare for what might come. After Planning & Zoning, this topic will go before the Village Board.

##### b. 4<sup>th</sup> of July

Alice reported that this was an excellent event and all activities went very well. She added that she is currently working on the budget. Bob agreed that the event ran smoothly this year.

##### c. Lions Club Circus for Westmont 100<sup>th</sup> Anniversary at Ty Warner Park

Bob explained that the circus will present two shows in the large parking lot on Friday, September 23, and will be out by Saturday morning. He said there might be an issue with parking due to homecoming at Westmont High School on the same day.

##### d. Other

Bob said repairs resulting from the fire in the restroom at Bellerive Park are moving along. He added that per the police, there are two individuals who have knowledge of the fire. The general feeling of the Board is to pursue both restitution and banishment from all parks. Bob said we will get assistance from both Steve Adams and the Village prosecutor regarding restitution.

#### Agenda Item #11 New Business

##### a. OSLAD Appropriation/State of Illinois Stopgap Budget

Bob referred to a recent email from IAPD. He said we will continue to just stay the course and see if there will be a grant agreement and hopefully Robert W. Bernas Park will become a reality.

##### b. Athletic Court and HVAC Bids

Bob said the bid packets for these projects will be available starting on Monday, July 18. He reviewed the athletic court reconstruction project and provided a visual for construction access at Ty Warner Park and Veterans Park. He explained that there would be 21 days between paving and color coat to allow for curing. A Special Board Meeting was scheduled for August 3, starting at 3:30 to award the bids.

c. HR/Finance Assistant Position

Bob requested Board approval to pursue this new position. He explained that due to so many more mandates from the State, a full time position needs to be considered to assist with both HR and Finance. In addition, office space will need to be created. Sharon provided clarification for the need for this position and also why HR and Finance are combined. The general feeling of the Board was to refine the requirements of this position.

d. Fitness Club Update

Kevin reported that the new equipment has been installed and there is a new lay out in the lower level equipment room, however, the new stretching area is still intact. He provided visuals of the new equipment, and of the racquetball court with new LED lighting, in comparison to the current lighting. There was discussion about replacing the lighting in the other four racquetball courts with LED.

Rick reported that memberships are -18 for June, probably due to late June payments which were not recorded and also due to the annual club closure the first week of July. There was discussion about the annual closure in 2017.

Kevin said new front desk staff has been hired and he is working on scheduling and training before the club gets busy again in the fall.

e. Twin Lakes Golf Club Update

Craig reviewed the recent golf outings and reported that the 11 employees sent to training for liquor serving certification all passed the testing. He also reported that greens fees are up from 2015. There was discussion about foot golf and Craig said there are never any inquiries about it. He reminded the Board that in 2015 golfers were turned away during foot golf hours. The Board agreed to remove the foot golf holes and save for another use.

f. Other

There was no other new business.

Agenda Item #12 Report of Staff

Ben reported on the restoration and repair process at Bellerive Park resulting from the restroom fire, including cleaning, plumbing and electrical, new partitions, ceiling and a roof. He also reviewed the July 4<sup>th</sup> event and said he is working on maintenance of the mowing equipment.

Steve reported on the PVPN summer musical, "Footloose," and said it was a great performance. He said PVPN will hold their steak dinner fundraiser, now called Celebrate PVPN, on August 7, at Veterans Park. Steve invited the Board to attend the Westmont Chamber's Business After Hours event, to be held on July 19 at the Golf Course. He also reviewed the Community Sponsorship Program. Steve requested permission to post sponsorship field signs at Ty Warner Park, similar to the Little League field at Veterans Park. After some discussion, the Board was not in favor of this.

Nicolette reported that programming is going well and the teens are especially busy with pool hop and kayaking trips, along with a service project. She reviewed adult and youth dance, Battle of the Bands and the upcoming Teen Camp Challenge to be held at Ty Warner Park on July 20. She said the Backstop ran smoothly on July 4<sup>th</sup> and the Spray Park has been busy with reservations and daily admissions.

Kyle reported that he continues to manage soccer and softball field rentals. He said the Gems softball season has concluded and four U12 players were selected for the All Star Game. Kyle said adult softball is in mid-season and registrations are going well for All Star Sports classes, Karate, Tae Kwon Do and Soccer Made in America Camp. He is also proofing the new fall program guide.

John reported that he is still working to clear the maintenance yard after the July 4<sup>th</sup> event. He and his staff continue to work on park beautification. He explained that his summer staff will start to leave in about four to five weeks.

Cindy reported that summer camp is in the fifth week and doing very well; registration is higher than it has been in several years. In addition both Summer Fun Camp and Kiddie Kamp are full and running well. She said there are 10 enrolled in the new Get Ready, Get Set, Go Camp, scheduled to begin on July 11. In addition, both the 4-year-old AM and the 3-year-old sessions are full and the 4-year-old PM session has 18 registered.

Alice reported that senior trip registrations are going very well this summer and 90 people are enrolled for the evening train trip on July 20. She said the summer concerts will begin on July 27, with all four shows being held at Veterans Park. Alice said the Barnyard Bingo game on July 4<sup>th</sup> raised \$1,135 for the museum and she reported on the Car Care Clinic which will be held in September at the south fire station in Westmont.

#### Agenda Item #13 Adjourn to Closed Session

Seeing no further 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 to discuss compensation of an individual employee.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Board Adjourned to Closed Session at 9:20 pm.

#### Agenda Item #14 Adjournment

President Main called the Regular Session back to order at 9:51 pm.

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

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 9:53 pm.



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President Main called to order at 9:21 pm the Closed Session pursuant to Section 2(c) (1) of the Open Meetings Act to discuss compensation of an individual employee.

Present: Comm. Flynn, Comm. Karesh, Comm. Long, Comm. Main, Comm. Smith  
Bob Fleck, Executive Director, Attorney Steve Adams

Discussion began with Comm. Main asking to address the question of vehicle compensation for the Director. The Director's contract with the Board guarantees and provides for a vehicle with fuel. The Director has not had a vehicle while one is on order through the State Bid procurement contract. In the meantime the Director has been using his own vehicle.

Attorney Adams reinforced the business aspect of the contract and that some form of compensation is warranted. Comm. Long asked the question, "What is a reasonable monthly compensation?" \$600 or \$300 was suggested. Attorney Adams stated it simply needs to be fair. Comm. Long commented that gas should be included in the compensation. A monthly compensation of \$400 was agreed upon for the months of June and July 2016. Attorney Adams added that he would direct the Superintendent of Finance to provide this compensation through written correspondence.

Since the issue was addressed, a motion was made by Comm. Smith and seconded by Comm. Long to adjourn the Closed Session.

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

The Closed Session was adjourned at 9:50 pm