



**Westmont Park District Board of Commissioners  
Minutes of the Regular Meeting  
Administrative/Senior Center  
55 E. Richmond St., Westmont, IL 60559  
March 9, 2016, 6:00 pm**

Agenda Item #1 Call to Order

President Main called the meeting to order at 6:03 pm

Agenda Item #2 Roll Call

Comm. Bernas, Comm. Karesh, 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, Jacqui Polz, Fitness Club Membership Coordinator  
Guests: Ashraf "Drue" Amaya, personal trainer  
Robert & Vanessa Feistel, Westmont residents

Agenda Item #3 Pledge of Allegiance

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting and Closed Session Minutes of February 10, 2016
- b. Claims Ordinance – March 9, 2016

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

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

a. General Public

Westmont resident Mr. Robert Feistel addressed the Board. He is a Fitness Club member  
and stated his concerns about the personal trainers, specifically that they should be well  
compensated, along with general changes he has observed at the Club. He also  
requested new fitness equipment.

At this point, at 6:06 pm, Bob Fleck entered the meeting.

President Main thanked Mr. Feistel for his comments and informed him the Board will explore and research options for new equipment, which will then be addressed in April's Budget Workshop.

Ron addressed Mr. Feistel's concerns about personal trainers and fitness equipment. Ron assured him we are continuously working to improve the Club for members, while working within budget constraints.

b. Written

Ron read a letter from a Westmont resident requesting permission to serve beer and wine during a family reunion to be held at Ty Warner Pavilion on June 25. He added that the group meets our criteria for insurance coverage.

At this point, at 6:15 pm, Steve Adams, the District's Attorney, entered the meeting.

Motion was made by Comm. Karesh and seconded by Comm. Bernas to approve the request to serve beer and wine at Ty Warner Pavilion on June 25, 2016.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

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

a. Monthly Cash Report

Sharon reviewed the bank statements and reported on the cash and investment balances. She stated the checking accounts total \$4,753,322.88 and the accounts payable total was \$113,853.84

b. Other

Sharon reported that work continues toward converting our bank services to Clarendon Hills Bank. She begins training on their system March 10.

#### Agenda Item #7 Fitness Club Update

a. Membership

Rick reported that membership for February is +15 and we are maintaining our membership numbers. There was discussion about membership fees and about a military rate. Ron stated fees have been the same for the last seven years and the last change was a decrease.

b. Renovations/Improvements

Joel reported that the current renovations project is under budget; the budget was \$50,000 and approximately \$39,000 has been spent. He noted that over \$70,000 would have been spent to properly repair the whirlpool, had it not been removed. Bob provided a visual of the lower level fitness room and how much more space has been created with the removal of the whirlpool. He said over \$10,000 has been saved by utilizing staff to assist with demo and renovation work.

c. Policy of Personal Trainers

Ron explained that members have used our facility for personal gain, so we need to ensure they are a legitimate business with insurance and are following our gym rental policies and procedures. He added that we want to provide personal training for members, but it needs to be regulated.

Bob explained that we are reviewing our rules and regulations in order to do a better job of protecting the District. Steve Adams added that he has identified several policies that need to be strengthened and will be updated in the near future.

d. Other

Bob invited Jacqui Polz, Fitness Club Staff member, and Drue, an independent contractor who provides personal training at the Club, to participate in the discussion. Jacqui expressed concern about any management or policy changes that may occur and said she still wants to be involved in decision making. Drue addressed the Board, stating he has been working at the Club for over three years and wants to continue working there and serving the members for as long as possible.

Agenda Item #8 Unfinished Business

a. Agreement with Auto Nation for Access Road on Ty South

Bob reported on the discussion with Ty Warner's assistant and stated Mr. Warner agreed to allow Auto Nation use of Ty South for a construction access road, so we will be moving forward on the agreement with Auto Nation. The project should take four to six months. The agreement will be drawn up by Steve Adams and will include a compensation fee along with complete restoration of the property.

Motion was made by Comm. Karesh and seconded by Comm. Bernas to approve an agreement with Auto Nation granting construction access on Ty South for a fee of \$25,000 and other provisions as discussed.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

b. Update on Proposed Education Garden

Bob reported that there are no new developments on the proposed education garden

c. Other

There was no other unfinished business.

Agenda Item #9 New Business

a. Appointment of District's IMRF Authorized Agent – Board Action

Ron explained that someone needs to be available as the authorized agent. He added that Sharon is the administrator and does the work.

Motion was made by Comm. Long and seconded by Comm. Smith to approve the appointment of Bob Fleck as the District's Authorized Agent.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

b. Westmont Park District Ethics Ordinance

1. Discussion on Implementing the Ethics Ordinance

Steve Adams explained that the District does not currently have an Ethics Ordinance in place, and we are obligated to have one. He briefly clarified the political activities and gift ban sections of the ordinance and recommended creating an ethics advisor position, which is usually the district's lawyer.

2. Board Action – Ethics Ordinance No. 2016-1

Motion was made by Comm. Long and seconded by Comm. Karesh to approve Ethics Ordinance No. 2016-1 as prepared and to appoint Steve Adams as Ethics Advisor.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

c. 2016 Budget Workshop – April 13, 2016

Ron explained that Budget Workshop will be held in conjunction with the Regular Board Meeting on April 13. The Meeting will start at 3:30 pm and Budget Workshop will be at the beginning of the agenda.

d. Board Action – Employment Contract for Director and Consultant Contract

Motion was made by Comm. Smith and seconded by Comm. Bernas to approve the employment contract for Director and the Consultant contract.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

e. Review of the District's Policies/Procedures

Ron explained that this has been covered in previous communications. Steve Adams added that there will be updates to the employee policy manual.

f. Twin Lakes Golf Course Update

Joel reported that the course is almost ready for the start of the season and the 2016 kick-off meeting is scheduled for March 10. Joel also discussed upcoming food safety training.

g. Park Projects

Bob said he is still waiting to hear from IParks regarding the claim submitted for the backstop fencing and netting damage at Ty Warner Park.

Bob provided a visual of new trash receptacles for Ty Warner Park. They are 55 gallon containers with a curved top and a side door, so they can be emptied more safely. Bob explained that he is working within a budget of \$10,000 and plans to keep adding new receptacles every year as the budget allows.

Motion was made by Comm. Long and seconded by Comm. Smith to authorize spending over \$10,000 for new trash receptacles as presented.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

h. Other

There was no other new business.

Agenda Item #10 Report of Staff

John reported that he is beginning to prepare athletic fields for baseball and soccer. Also, he has been working on projects at the Fitness Club and Golf Course.

Nicolette reported that her programming is going well and the teen ski trip in February was a success. She said the Dance Recital will take place on May 7; costumes have been ordered and ticket sales have started. She has been reorganizing the Backstop concession stand and will begin staff training for both the Backstop and Spray Park in May. Regarding Kids Club, enrollment is now at 45 children, an open house will take place in May and starting in the fall, afternoon hours will be extended to 6:30 pm.

Kevin reported that Bidy Basketball playoffs are underway and the season will conclude with Championship/All-Star Day on March 19. Also on March 19, the first Wildcat football and cheer registration will take place. He said adult softball will begin at the end of April and two new leagues have been added – a Tuesday/Thursday 16 inch league and a Sunday night 12 inch league. He discussed sponsorship and promotions for Race to the Flag.

Kevin introduced Kyle Madeja to the Board, who was recently hired as Athletics Coordinator.

Keith reported that the skating rinks have been removed from Veterans Park and he has started spring cleaning. He added that the Golf Course is scheduled to open next week.

Joel reported that he has been looking at Fitness Club operational changes and he discussed the recent staff meeting, along with updating signage and the marketing plan. In addition, he is supervising the data entry process of membership information from the old computer system into RecTrac, the current system. He has also been researching new equipment, which will be presented at Budget Workshop.

Alice reviewed the Concerts in the Park schedule, stating there will be four concerts at Veterans Memorial Park, scheduled for Wednesday, July 27, August 3, 10, and 17. She reported that the AARP sponsored Tax Assistance program, which takes place on Monday and Wednesday mornings, is very busy. She said the Senior Golf League Coffee will take place on March 11, with the league starting in April. Upcoming programs include the Spring Palette Art Show on March 20 and Bites with the Bunny and the Easter Egg Hunt on March 26.

Ben reported that the ice rinks have been drained and stored and he has started some of the controlled burns, beginning with Twin Lakes Park. He has started the process of getting the Golf Course Audubon Certified, which he explained will take approximately one to three years. Ben introduced Jeff Smith to the Board, who was recently hired as Assistant Golf Course Superintendent.

Ron reported on SEASPAR's 40<sup>th</sup> Anniversary, stating Westmont Park District was one of the five original organizing districts. He noted that Comm. Bernas signed the original charter.

#### Agenda Item #11 Adjournment

Seeing no further business, a motion was made by Comm. Smith and seconded by Comm. Karesh 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. Karesh, Comm. Bernas, Comm. Long, Comm. Main

Nays: None

Absent: None

Motion Carried

The Board adjourned to Closed Session at 8:30 pm.

President Main called the Regular Session back to order at 9:09 pm.

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

Roll Call Vote:

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

Nays: None

Absent: None

Motion Carried.

The Regular Session was adjourned at 9:10 pm.



**Westmont Park District Board of Commissioners  
Minutes of the Closed Session  
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March 9, 2016**

President Main called to order at 8:36 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, Joel Hymen, Supt. of Revenue Facilities & IT, Steve Adams, Attorney

Staff discussed Jacqui Polz, Fitness Club employee, regarding her negative behavior at the club. There have been members discussing items that appeared to have been conveyed to them by Jacqui. Staff told the Board that during the transition some of our Fitness Club employees are expressing negative attitudes.

Jacqui has a great respect among members and has been a good employee. Staff wanted to make the Board aware of the situation in case they hear something.

The general feeling was Bob and Joel will sit down with Jacqui and review her job responsibilities. They will determine if she can continue to be a team player.

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

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

Nays: None

Absent: None

Motion Carried.

The Closed Session was adjourned at 9:08 pm.