



**Westmont Park District Board of Commissioners
Minutes of the Regular Meeting
Ronald J. Gunter Administrative Center
55 E. Richmond St., Westmont, IL 60559
May 8, 2024 6:00 pm**

Agenda Item #1 Call to Order

Vice President Zapinski called the Meeting to order at 6:16 pm.

Agenda Item #2 Roll Call

Commissioners: Bill Belmonte, Mike Conneely, Karen Moffett, Sue Zapinski
Staff Present: Bob Fleck, Executive Director, Joel Hymen, Supt. of Revenue Facilities & IT/Asst. Director, Luke Wyss, Supt. of Recreation, Rosy Fejzic, Finance Manager & Accountant, Lenore Farmer, Finance Assistant & HR, Alice Krampits, Senior & Special Events Coordinator, John Chorney, Parks & Facilities Foreman, Rachel Buster-Dorsey, Athletics Coordinator

Agenda Item #3 Pledge of Allegiance

Those present recited the Pledge of Allegiance.

Agenda Item #4 Consent Agenda

- a. Regular Board Meeting Minutes - April 3, 2024
- b. Closed Session Minutes – April 3, 2024
- c. Special Board Meeting Minutes – April 25, 2024
- d. Claims Ordinance – May 8, 2024
- e. Other

A motion was made by Commissioner Conneely and seconded by Commissioner Moffett to approve the Consent Agenda.

Roll Call Vote:

Ayes: Commissioners Conneely, Moffett, Belmonte, Zapinski

Nays: None

Absent: Commissioner Karesh

Motion Carried.

Agenda Item #5 Open Forum and Correspondence

a. General Public

There was no one present from the public.

b. Written

There was no written correspondence.

c. Other

Following the dedication of Park Place, Bob thanked the Board and staff for their assistance with the opening of this new multi-purpose facility.

Agenda Item#6 Unfinished Business

a. Grant Update

Regarding the OSLAD Grant for Grant Street Park, Bob reported that there is still no signed agreement from the IDNR. However, he expects it will be ready in June, so design can begin this fall. Bob informed the Board that he applied for a grant with Congressman Sean Casten for the permeable paver parking lot at Ty Warner Park. He also applied for a grant with State Senator Suzy Glowiak-Hilton.

b. Capital Project Report

Bob reported that he is currently preparing the bid packet for the Fitness Club parking lot project, scheduled for July 1-5. He reviewed bid requirements and where it is posted. Bob then discussed the proposed net for hole 4 at the golf course. He received a quote for \$36,000, however, if staff does the demo, this will save \$6,000. He explained that this project was originally budgeted for \$25,000, so this will be adjusted in the final budget to be approved in August. Finally, he referred to additional project updates from his report.

c. Other

Commissioner Belmonte asked if the trash bin enclosure for Park Place has been finalized. Bob said it has not. In addition, he inquired about the payroll report for staffing the Community Center for restroom availability only during WYBA games at Veterans Park Little League Field. Luke reported on the following staffing costs: \$4,300 in 2022 and \$4,700 in 2023, April through October.

Agenda Item #7 New Business

a. FY 2023/24 Budget Adjustments

Rosy explained that \$28,095 was added to the 01 Corporate Fund due to the new BS&A financial software, Arbitrage Consultants and transfer to Liability, therefore, increasing Corporate Fund expenses to \$2.3 million. The Board reviewed line items added during the fiscal year for the following funds: Recreation, Liability, Special Recreation, Capital, and Capital Replacement.

A motion was made by Commissioner Conneely and seconded by Commissioner Belmonte to approve FY 2023/24 Budget Adjustments as presented.

Roll Call Vote:

Ayes: Commissioners Conneely, Belmonte, Moffett, Zapinski

Nays: None

Absent: Commissioner Karesh

Motion Carried.

b. FY 2024/25 Tentative Budget

Bob explained that the tentative budget reflects the capital improvement projects approved at Budget Workshop. It will be adjusted before approval of the final budget and appropriation ordinance in August.

c. Board to Consider IGA with School District 201 for Before and After School Program at Manning School

Bob reported that we are moving forward with this program and we are looking at bussing now. He will get the revised agreement from our attorney and send to the Board for their review, and it should then be approved by the Board at the June meeting. The Board discussed.

d. Board to Reconsider Date for July Board Meeting Due to New Financial Software Implementation

Joel reviewed the implementation schedule, beginning July 8, explaining that we will not be able to produce financial reports and checks that week. After discussion, the Board agreed to reschedule the July regular meeting to July 17.

e. Cass Ave. Central Business District Pocket Park

Bob reminded the Board that this idea was brought up at the Joint Meeting with the Village. He explained that Public Works asked for his assistance to design this park at the old Toon's Funeral Home space. It will be a temporary use of this open space and we will donate benches, picnic tables and trash containers which we are not using. After discussion, the Board was agreeable with this project.

f. Treasurer's Report

Rosy reported that the checking accounts total is \$5,517,618.58. The money market account is bearing an interest rate of 5.62% totaling \$25,613.86. The accounts payable total is \$201,935.53. Rosy updated the Board on her recent call with BS&A regarding data conversation, which is progressing smoothly. She confirmed the go-live date of July 8, with training scheduled for July 8-17.

g. Revenue Facility Report

Joel reported that cybersecurity training for the Board continues. Projects include the low voltage wiring at Park Place and the new stainless steel stairway railing at the Fitness Club. He confirmed the upcoming OSHA 10 safety training course; 15 staff members are enrolled. The golf course is currently open, and Joel reviewed the 5-year revenue comparison. Jr. Golf League registration was completed in April, however, we are still totaling the registrations. Commissioner Belmonte inquired about golf gift cards and offered suggestions to increase gift card sales. At the Fitness Club, membership totals are slightly lower, which is expected due to warmer weather. Joel reported that club manager Taylor Siple is including a Pilates class this summer, and she continues to add personal training clients. In addition, she is working on Race to the Flag, scheduled for May 19. Finally, Joel reported that April membership revenue is \$31,713. There was discussion about Race to the Flag returning to Memorial weekend, in order to increase registration.

At this point, Bob received a text message from President Karesh, who was not in attendance, regarding the July meeting. He informed Bob that he cannot attend a meeting on July 17. The Board will consider when to reschedule the July meeting.

h. Parks/Maintenance Report

According to Bob, seasonal staff is still needed. He reported that staff continues with field maintenance and landscape projects, and flower planting will take place next week. Commissioner Belmonte inquired about drinking fountains needing repair. John Chorney reported that the drinking fountain at Ty Warner Park has been repaired, and he is still working on the one at the Veterans Park Little League building.

i. Recreation Report

Luke reported that WPA will perform Disney Descendants June 28-30, with 47 cast members. All seasonal positions for camp, Spray Park, Backstop Concession and athletics have been filled and training will take place at the end of May. The Backstop opened on May 4. Upcoming events include Sidewalk Chalk Art on May 18 and Race to the Flag on May 19. Softball and soccer are underway, and field rentals continue. The Tax Aide program served 420 people, and recent adult events include Lifeline Screening and The Senior Wellness Fair.

j. Other

At Commissioner Belmonte's request, Bob presented a 2019 draft policy packet to the Board regarding sponsorship, explaining that the District does not currently have a policy, but rather, a practice. He reviewed how sponsorships are currently managed, and stated that the Board traditionally did not want commercialization in our parks. However, this can be revised by the Board. Commissioner Belmonte explained that this can be revenue to tap into, while also promoting District programs. The Board discussed and Bob recommended that the Board begin to review the draft policy. There was also discussion about the difference between marketing and sponsorships, and the current promotional message boards and banners at our parks and facilities. The Board will consider the draft sponsorship policy.

Agenda Item #8 Closed Session

The Board was in agreement to postpone Closed Session due to President Karesh's absence.

Agenda Item #9 Adjournment

Seeing no further business to discuss, a motion to adjourn the Regular Meeting was made by Commissioner Moffett and seconded by Commissioner Conneely.

Motion approved by unanimous voice vote.

The Regular Meeting was adjourned at 8:00 pm.