

**WESTCHESTER PARK DISTRICT
BOARD OF PARK COMMISSIONERS
COMMITTEE MEETING AGENDA
March 6, 2017 7:00 pm
WESTCHESTER COMMUNITY CENTER
10201 Bond Street, Westchester, Cook County, Illinois**

Call to Order

President Busa called the meeting to order at 7:00 P.M.

Roll Call

President Busa, Commissioner Martin, Commissioner Gordon, Commissioner Cavanaugh, Commissioner Christopher. Also present: Executive Director; Gary Kasanders and Board Secretary; Lauralee Conway.

Pledge of Allegiance

Correspondence to the Board

None

Public Comments

None

2.0 Finance Committee - Commissioner Busa

None

3.0 Building & Grounds Committee - Commissioner Christopher

- 3.1 Staff Reports - Commissioner Christopher reported the Maintenance Department purchased a new trailer for the baseball field. The fence lines were cleaned of leaves and debris. There was a fair amount of small sticks and twigs on the playground area from the hail storm. Mr. Kasanders reported the regulator was changed by NICOR.

4.0 Recreation Committee - Commissioner Gordon

- 4.1 Recreation Supervisors Report - Commissioner Gordon reviewed the staff report and discussed outdoor activities currently listed in the brochure. Commissioner Gordon discussed one on one fitness training for residents. The current pool pass sales generated over \$100,000 which exceeded last year's sale income.
- 4.2 Early Childhood Report - Priority registration for Playtime student ended on February 1, 2017. Open registration also took place during the week of February 13, 2017 through February 16, 2017.

5.0 Marketing Committee - Commissioner Christopher

- 5.1 Banquet Information Packet
5.2 Playbox tri-fold flyer
5.3 Banquet Contract

Mr. Kasanders reported the Banquet Information Packet, Playbox tri-fold flyer and the Banquet Contract was re-done. Mr. Kasanders reviewed the information with the Board of Commissioners. Mr. Kasanders reported the rates that were added to the packet are the rates the Commissioners agreed on. The Board of Commissioners also

discussed the gambling rules and regulations and the differences of different games that are allowed and not allowed on Park District premises. Mr. Kasanders will work on the language of gambling or the exchange of money at Mayfair Park.

6.0 Policy Committee - Commissioner Martin

6.1 2212 Village of Westchester Employees and School Employees

Commissioner Martin reviewed the changes that were made to Policy 2212. The Board of Commissioners agreed to the change in the policy.

“The Park District shall provide a 50% discount on passes to the park district's Health and Fitness Center and Swimming Pool to all Full Time employees of the Village of Westchester. All Full Time Administrative Personnel, Full Time Certified Personnel and Non-Certified Full Time personnel of all Schools within the boundaries of the Westchester Park District shall be give a 50% discount to park districts Health and Fitness Center. It should be understood that this benefit applies to the employees only and confirmation of employment must be made by the administrator of the agency in writing to the Administrative Offices of the Park District. The Westchester Park District reserves the right to amend or change this policy at any time.”

6.2 2214 Mayfair Banquet Room Charges & Fee Structures

Commissioner Martin reviewed the changes made to the Mayfair Banquet Room Charges & Fee Structures discussed and agreed on at the last Committee meeting.

7.0 Director's Report

7.1 Concessions Trailer

Mr. Kasanders shared a proposal from Morris Trailer Sales, Inc., for a blank concession trailer. Two proposals from the same dealer with the same components. The American Hauler Trailer cost would be \$ 7,179 and the Haulmark trailers cost would be \$ 7,777. Both have interior lights, a 30 amp panel with cord to hookup, flooring, concessions, window, entrance door, and rear door to bring in equipment. The Commissioners reviewed the proposal reports submitted by Mr. Kasanders. Commissioner Christopher asked where the Park District would store the trailer during the off season. Commissioner Cavanaugh asked if the Village allowed parked trailers on Park District property. Mr. Kasanders will contact the Village of Westchester to discuss trailer/pod ordinances. All Commissioners agreed on the purchase of the trailer, the details and specifics will be discussed at the next meeting.

7.2 MWRD Addison Creek Project

Mr. Kasanders met with two engineers of the Metropolitan Sanitary District and a representative of Hey Associates regarding the Addison Creek project. They explained that the Addison Creek project is a 110 million dollar project to provide flooding relief to the many households in the communities. The project will start with the construction of the reservoir which is located on Washington and 25th. They have condemned the site and are working with legal to acquire to property and begin the construction of the reservoir. They are scheduled to start the reservoir late summer. The work done on the creek will be to clean, remove vegetation and to install riprap solder walls before and after bridges to stabilize them.

The portion of the project that would affect Norfolk Park is not scheduled to occur into Fall of 2018. MWRD will be requesting two easements from the Park District. One is to store and access equipment necessary to construct the solder wall along Addison Creek by the

park. They believe that the construction would take approximately two months for completion. Mr. Kasanders inquired with these representatives of a partnership between MWRD and the Westchester Park District to establish the dog park. This will need to be discussed in the future when they discuss easements to the park district for access.

8.0 President's Report

None

9.0 Old Business

Commissioner Martin contacted Brian Buckingham to inform him that the Park District is not interested in purchasing the St. Joseph's property.

10.0 New Business

Referendum Discussion

President Busa shared a referendum proposal to the Commissioners for review. President Busa explained the proposal is a starting point for the Board of Commissioners to consider. Mr. Kasanders was asked to incorporate in the proposal items/projects the Board previously discussed to be included in a referendum. President Busa asked the Commissioners to review the proposal and be prepared for discussion at the next meeting. President Busa did request Mr. Kasanders to include all the parks in the proposal.

11.0 Adjournment

Motion to adjourn the Committee Meeting at 8:43 P.M.

Motion by: Christopher

Seconded by: Martin

Roll Call Vote: Martin, Gordon, Cavanaugh, Christopher, Busa

Motion carried.



President, Steven Busa



Board Secretary, Lauralee Conway

Date Approved:

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