

**WESTCHESTER PARK DISTRICT
BOARD OF PARK COMMISSIONER
March 14, 2016 COMMITTEE MEETING MINUTES
Westchester Community Center
10201 Bond Street, Westchester, IL 60154
7:00 P.M.**

1. CALL TO ORDER

President Busa called the Westchester Park District Committee meeting to order at 7:02 P.M.

2. ROLL CALL

Present: Commissioner Martin, Commissioner Gordon, Commissioner Cavanaugh and Commissioner Christopher.

Also present: Executive Director; Gary Kasanders, Board Secretary; Lauralee Conway; Steve Adams; Attorney; Finance Director, Dave Brink; Ms. Robinette, Mr. Burg and Mr. Miller.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS – None

5. REVIEW OF MINUTES

President Busa asked if there were any changes, deletions or additions to the below minutes, there were none.

February 1, 2016, Committee Meeting

February 8, 2016, Committee Meeting

February 8, 2016, Board Meeting

February 8, 2016, Closed Session

March 7, 2016, Committee Meeting

6. COMMITTEE REPORTS

FINANCE COMMITTEE:

- Expense vouchers for the month of February in the amount of \$ 209,972.35. President Busa asked if there were any question or comments, there were none.

- Financial Reports –

Mr. Brinks reviewed the financial reports with the Board of Commissioners.

- Resolution 2016-1 Working Cash Fund transfer of Interest

Mr. Brink reported in January, President Busa inquired about the balance in the Working Cash Fund and how much of it was interest, which in some previous years had been transferred to the Corporate Fund. Interest earned in fiscal years 1997 through 2002 were transferred to the Corporate Fund. As of February 29, 2016 the current balance in the fund was \$239,555.18, which is \$49,051.48 over the required balance. The Treasurer and the Executive Director recommend that the Park District maintain a balance of at least \$200,000 in the fund, which would equate to a transfer to the Corporate Fund of \$39,555.18. Future interest earned throughout the fiscal year could be transferred to the Corporate Fund in April or May of each year.

- Resolution 2016-2 approving an intergovernmental agreement with Gateway Special Recreation Association

Attorney Adams reviewed the Resolution 2016-2 and reported the resolution is in order. There were no questions, or comments.

- Intergovernmental Agreement with Gateway SRA
Attorney Adams reviewed the Intergovernmental Agreement with Gateway SRA. there were no comments questions, or comments.

- Capital Improvements statement and five year plan
The Board of Commissioners reviewed the Capital Improvements statement and five year plan. Discussion was had.

7. POLICY COMMITTEE:

- Resolution 2016-3 Authorizing the suspension of Specific Park Ordinances and Operation Policies for a Park District Event

Commissioner Martin reviewed the resolution and had questions on the responsibility of liability. If someone were to be bitten by a dog at the event, the Park District would be held liable. Attorney Adams requested a liability waiver form be signed by anyone who enters the facility with a dog. The waiver would release the Park District from liability.

- Resolution 2016-4 Naming of Proposed Dog Park

Commissioner Martin discussed naming the Park after the person who donated the funds prior to the Dog Group raising enough money for the Dog Park. Commissioner Martin asked the Board if the naming was premature, discussion was had. After discussion, the Commissioners agreed to the naming of the dog park.

8. BUILDING & GROUNDS COMMITTEE

- Mayfair Garage

Mr. Kasanders provided the Board of Commissioners information detailing the following:

- a) Garage Removal – County & Village Permits needed.
- b) Garage Options – gas & water relocation.
- c) Demolition – Prices
- d) Floodplain Requirements
- e) Drawing of the new garage
- f) Two Quotations/Scope of work from Norwalk Concrete Industries

The Commissioners had discussion on demolishing the old garage. Attorney Adams will reach out to someone at Nicor and request a hook up for the generator. The Park District needs the generator for Mayfair's banquet rentals. The Commissioners agreed not to move forward and wait for a response from Nicor.

9. RECREATION COMMITTEE - Commissioner Gordon

- IAPD Report

Commissioner Gordon shared his experience at the IAPD Conference and reported the program "saving energy" is very popular at other Park Districts and several districts are taking advantage of the program. Commissioner Gordon shared the saving energy rebate program with the Board of Commissioners and requested researching the company ENSO to see if the Park District would benefit from the program.

10. MARKETING COMMITTEE – Commissioner Cavanaugh

- None

11. DIRECTORS REPORT - Mr. Kasanders

None

12. PRESIDENTS REPORT - President Busa

None

13. NEW BUSNISS

None

14. OLD BUSINESS

None

15. MOTION TO ADJOURN THE COMMITTEE MEETING AT 8:37 P.M.

Motion by: Commissioner Christopher 2nd by: Commissioner Gordon

Ayes: Martin, Gordon, Cavanaugh, Christopher, Busa

Nays: None

Absent: None

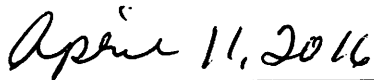
Motion Carried.



President, Steven M. Busa



Board Secretary, Lauralee Conway



Date