

**WESTCHESTER PARK DISTRICT
BOARD OF PARK COMMISSIONERS
COMMITTEE MEETING MINUTES
NOVEMBER 14, 2016 7:00 P.M.
WESTCHESTER COMMUNITY CENTER
10201 Bond Street, Westchester, Cook County, Illinois**

- 1. Call to Order**
President Busa called the meeting to order at 7:00 P.M.
- 2. Roll Call**
Present: President Busa, Commissioner Martin, Commissioner Gordon, Commissioner Cavanaugh, Commissioner Christopher.
Also Present: Attorney; Steven Adams, Executive Director; Gary Kasanders, Lianne Robinette and Board Secretary; Lauralee Conway
- 3. Pledge of Allegiance**
- 4. Public Comments**
Ms. Robinette introduced the new Recreation Supervisor Patti to the Commissioners.
- 5. Review of the Committee, Board and Closed minutes held on:**
October 3, 2016 Committee
October 10, 2016 Board Meeting
October 10, 2016 Committee
October 18, 2016 Special Board Meeting
- 6. Finance Committee**
 - 2.1** Mr. Brinks reviewed the expense vouchers for the month of October, 2016 in the amount of \$ 795,362.12 . The bond payment of was made during the month of October, 2016. Commissioner Christopher had questions on two vendor payments. Mr. Brinks will follow up and send Commissioner Christopher information requested.
 - 2.2** Mr. Brinks reviewed the Financial Statements with the Board of Commissioners.
 - 2.3** Mr. Dave Phillips reported bids were received on November 10, 2016 for the \$528,980 General Obligation Limited Tax Park Bonds, Series 2016. There were two bids received, from First American Bank and Park Ridge Community Bank. Mr. Phillips reviewed the Financing Plan Overview 2016 Debt Service Plan with the Board.
 - 2.4** Review of Bond Ordinance 2016-9
"An Ordinance providing for the issue of approximately \$528,980 General Obligation Limited Tax Park Bonds, Series 2016, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, to provide the revenue source for outstanding bonds of the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal of and interest on said bonds, and authorizing the sale of said bonds to the purchase Thereof."
Attorney Adams reported the Ordinance is in order and accurate.
- 7. Policy Committee - Review of customer service policy**
 - Mr. Kasanders and Attorney Adams discussed updating the current policy manual.
 - Commissioner Martin discussed using the IRS rate for reimbursement, discussion followed. The Commissioner agreed to use the IRS rate and add to the next meetings agenda.
- 8. Building & Grounds Committee - Commissioner Christopher**
 - **Staff Reports** - . Mr. Kasanders discussed a conversation he had with the Director of Public Works this past week and learned that a water band would not affect the operation of a spray ground.
- 9. Recreation Committee - Commissioner Gordon**

- Staff Reports - None.

10. Marketing Committee - Commissioner Cavanaugh

- Staff Reports - None

11. Director's Report - Mr. Kasanders

Mr. Kasanders inquired in regards to the EPA's position on a dog park next to Addison Creek waterway which was brought up at a recent Village meeting. Attorney Adams verified there are special rules to sanitary and sewer lines. Discussion was had on the total donations of the dog park and other possible locations for the dog park. Mr. Kasanders was directed to contact MWRD to discuss waste requirements and contact the Public Works Director at the Village of Westchester regarding EPA requirements. Attorney Adams recommended to table the Intergovernmental Agreement.

12. Attorney's Report - Mr. Adams

None

13. President's Report - President Busa

President Busa read a thank you card from Mrs. Ruth Heatherington thanking the Park District for her husband's beautiful memorial bench, tree and plaque at Mayfair Park. President Busa discussed the importance of communication with the community when trying to pass a Referendum. Discussion followed.

14. Old Business

Commissioner Martin presented a "Proposal to the Westchester Park District for Architectural Services for New Recreation Facilities" at the former St. Joseph High School Campus located on Cermak Road just west of Mayfair Ave. WA BD Project 2016-391.

- Pre-Design Services
- Conceptual Design Services
- Virtual Tour
- Proposed Fees and Pre-Design and Conceptual Planning Services
- Basic Architectural Services
- Invoicing
- Hourly Rates
- Proposal Qualifications
- Conclusion

Thomas LaLonde will attend the December 5, 2016 meeting to discuss the details of the proposal.

15. New Business

Commissioner Gordon questioned the fitness center equipment. Ms. Robinette reported the new equipment has been installed and is up and running. Commissioner Gordon questioned naming a person of the year at the Chamber dinner.

16. Motion to adjourn the Committee meeting at 9:29 P.M.

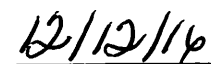
Motion by: Martin
Seconded by: Christopher
Roll Call Vote: All in favor, motion carried.
Absent: None



President, Steven Busa



Board Secretary, Lauralee Conway



Date