

**WESTCHESTER PARK DISTRICT
BOARD OF PARK COMMISSIONERS
COMMITTEE MEETING MINUTES
OCTOBER 3, 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: Executive Director; Gary Kasanders, Lianne Robinette and Board Secretary; Lauralee Conway
- 3. Pledge of Allegiance**
- 4. Public Comments**
Mr. Mark Dedowicz discussed the current funding/donation status and moving forward in order to complete the Dog Park . Mr. Kasanders reported on the status of obtaining an IGA with the Village in order to move forward to include the additional 10 feet of property. Mr. Kasanders is currently working on pricing estimates on fencing and paving. President Busa will connect with the Village of Westchester and work on the IGA. Mr. Dedowicz will continue the fundraising work for the Dog Park.
- 5. Review of the Committee, Board and Closed minutes held on September 12, 2016.**
There were no changes, or comments.
- 6. Finance Committee**
 - President Busa reminded the Board that the Bond issue will take place in November.
- 7. Policy Committee - Review of customer service policy**
 - Commissioner Martin discussed the customer service policy that was created by Mr. Kasanders. Commissioner Martin also requested the policy be added to the October 10, 2016 Board Meeting agenda for approval.
- 8. Building & Grounds Committee - Commissioner Christopher**
 - **Staff Reports** - Commissioner Martin asked if the boxes were removed from behind the garage.
 - **Mayfair Garage Construction** - Mr. Kasanders discussed the pros and cons regarding the garage placement and hiring a consulting engineer to conduct a survey of the property area to determine the floodplain, topography and how close the building can be built to the storm sewer, compliance to Village, County and State Codes. President Busa inquired on the dimensions of the concessions, bathrooms and storage. The Board agreed on the location to build the new garage and also discussed funding options for the new garage. The Board agreed to construct two (2) single family accessible bathrooms. Commissioner Martin discussed building a Splash Pad which would also generate revenue for the Park District. The Board of Commissioners approved the funding of \$15,000 and directed Mr. Kasanders to move forward with the necessary architects and engineers needed in order to begin the construction of the new Mayfair Garage and Splash Pad for the Park District.
- 9. Recreation Committee - Commissioner Gordon**
 - **Staff Reports** - Commissioner Gordon reported the "Back to School Picnic" was a successful event and reviewed Ms. Robinette's Monthly Report dated October 1, 2016.
- 10. Marketing Committee - Commissioner Cavanaugh**
 - **Staff Reports** - None

11. Director's Report - Mr. Kasanders

- **IGA with Village of Westchester for Camera system at Gladstone Park** - Mr. Kasanders reported he submitted a signed document to the Village, but has not received an executed copy from the Village. This project is still on hold.
- **IGA with Village of Westchester for Dog Park** - Mr. Kasanders discussed the IGA with Village of Westchester for Dog Park under "Public Comments".
- **Policies being reviewed by legal** - Mr. Kasanders contacted Nicole Karras from Robins-Schwarz, they are currently reviewing our policy manual to update them regarding:
 - a) Local Government Travel Expense Control Act
 - b) Criminal Background Checks
 - c) Child Bereavement Act
 - d) Transgender patrons and transgender in the workplace.

- **Report on seminars attended** - Mr. Kasanders reported last month staff has attended a variety of seminars this past month which included:
 - a) Transgender customers and employees in the workplace
 - b) Two seminars regarding Prevailing Wage and Construction
 - c) Demonstration on electronic document storage.

12. President's Report - Steve Busa

President Busa called a Special Meeting during the week of October 18th, 19th, or 20th to discuss two topics:

1. Discuss the Referendum and the Architect report.
2. Discuss the Executive Director's goals.

13. New Business

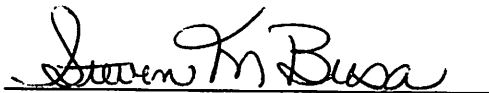
Commissioner Gordon suggested the Commissioners read the newest Illinois P&R magazine, there is a lot of informative articles and information.

14. Old Business

None

15. Motion to adjourn the Committee meeting at 9:32 P.M.

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



President, Steven Busa



Board Secretary, Lauralee Conway

11/14/16

Date