

**WESTCHESTER PARK DISTRICT
BOARD OF PARK COMMISSIONERS
COMMITTEE MEETING MINUTES
SEPTEMBER 12 , 2016 6:30 P.M.
WESTCHESTER COMMUNITY CENTER
10201 Bond Street, Westchester, Cook County, Illinois**

1. Call to Order

President Busa called the meeting to order at 6:41 P.M.

2. Roll Call

Present: President Busa, Commissioner Gordon, Commissioner Cavanaugh, Commissioner Christopher.
Also Present: Executive Director; Gary Kasanders, Finance Director; Dave Brinks, Attorney; Steve Adams, Lianne Robinette and Board Secretary; Lauralee Conway
Absent: Commissioner Martin

3. Pledge of Allegiance

4. Correspondence to the Board

5. Public Comments

Residents of Balmoral questioned the status of the Balmoral property that is currently in litigation. Attorney Adams informed the residents that he will update the Commissioners tonight on the status of the litigation and settlement details. The goal is to come to a final decision during tonight's meeting. A resident of 1921 Balmoral (behind the soccer field) asked if the garbage could please be picked up and not left over an entire weekend. There were boxes and a lot of trash left over and not picked up. The residents thanked the Board of Commissioners for working with them.

6. Review of the Committee, Board and Closed minutes held on June 6, 2016. Committee and Board minutes held on August 8, 2016. Board and Closed minutes held on August 15, 2016.
Commissioner Cavanaugh asked for the Board minutes of June 6, 2016 to be changed to the following: Meeting was a Board meeting and called to order at 10:50 P.M. Commissioner Gordon was present, not absent. Secretary Conway will correct the minutes as requested.

7. Finance Committee

Mr. David Phillips of Speer Financial discussed options of a referendum and 2016 G. O. Bond Issue, Series 2016. Mr. Phillips discussed the details of an information packet he shared with the Commissioners and discussed the passing of a referendum, voters, elections and sharing information with the public.

Review of the expenses vouchers for the month of August, 2016 in the amount of \$ 295,672.86.

Mr. Brinks reviewed the following reports with the Board of Commissioners:

- September 12, 2016 Check Register and Voucher Summary
- Month of August, 2016 Revenues and Expenses by Fund
- Operating Statement Report through August, 2016

8. Policy Committee - Review of customer service policy

Mr. Kasanders has been working with Commissioner Martin on creating a "Review of Customer Service Policy". The Commissioners asked to table this item until Commissioner Martin returns. Commissioner Gordon asked Attorney Adams to draft a Public Relations Policy for review.

9. Building & Grounds Committee - Commissioner Christopher

- **Staff Reports** - No questions, or comments.
- **Mayfair Garage Demolition** - The Park District has received all the permits to begin as early as September 16, 2016.
- **Mayfair Garage Replacement** - Mr. Kasanders provided the Commissioner a detailed packet of options for the "Mayfair Garage Replacement". The Commissioners discussed different options of developing the new replacement structure. The Commissioners agreed to table the decision of

the replacement building until the next meeting. Commissioner Christopher will work with Mr. Kasanders of additional options and bring their findings back to the Commissioners.

- **High Ridge Park Electrical Service** - The service will be replaced with underground service, details were discussed. Richmond Electric is providing Commonwealth Edison all the required paperwork to begin the process and approvals.

10. Recreation Committee - Commissioner Gordon

- **Staff Reports** - Commissioner reviewed Ms. Robinette's August, 2016 Monthly report. Commissioner Gordon reported the Park District had a successful year and great events.
- **Non-resident program fees** - Ms. Robinette provided the Commissioners with a Resident/Non Resident revenue report. The Commissioners reviewed the Non-Resident versus the Resident Fee Report. The non-resident revenue generated was lower in the new structure than in the old structure.

11. Marketing Committee - Commissioner Cavanaugh

- **Staff Reports** - Commissioner Cavanaugh asked to be involved in any pool marketing ideas in the future.

12. Director's Report - Mr. Kasanders

- **Cellular Tower** - Mr. Kasanders reported a company hired by Verizon has completed the demolition of the remaining structure left by US Cellular. They have been off the job for a couple of weeks waiting for equipment to be delivered. The Park District also received a FOIA from the Village In regards to the new contract with Vertical Bridge, and any information regarding decommissioning the site.
- **IGA with the Village of Westchester regarding camera system at Gladstone Park**
- **Election Calendar**
- **Review of Conduct Ordinance 2016-6 regarding dogs in the park**
- **Fitness Equipment Replacement**
Mr. Kasanders updated the Commissioners on the new equipment that will be purchased for replacement.
- **Surplus Property Ordinance 2016-7**

13. Attorney's Report - Steve Adams

None

14. President's Report - President Busa

None

15. Old Business

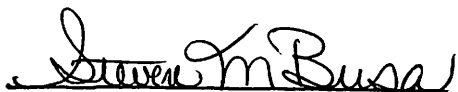
None

16. New Business

None

17. Motion to adjourn the Committee meeting at 9:47 P.M.

Motion by: Christopher
Seconded by: Cavanaugh
Roll Call Vote: All in favor, motion carried.
Absent: Martin





October 10, 2016