

**WESTCHESTER PARK DISTRICT
BOARD OF PARK COMMISSIONER
February 8, 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 7:00 P.M.

2. ROLL CALL

Present: Commissioner Martin, Commissioner Christopher and Commissioner Cavanaugh.

Also present: Board Secretary, Lauralee Conway, and Ms. Robinette.

3. MOTION TO PERMIT REMOTE MEETING ATTENDANCE

Secretary Conway notified the Board that she received an email from Commissioner Gordon. Commissioner Gordon will be not able to attend the meeting due to being out of town on business. Commissioner Gordon requested to attend the meeting by audio conference. President Busa asked for a motion to allow Commissioner Martin to attend the Committee Meeting of the Westchester Park District via audio conference call.

Motion by: Commissioner Christopher 2nd by: Commissioner Martin

Ayes: Martin, Cavanaugh, Christopher, Busa

Nays: None

Motion Carried.

Commissioner Gordon joined the Committee Meeting at 7:03 P.M. Commissioner Martin stated he was not able to attend the meeting in person due to being out of town on business.

4. PLEDGE OF ALLEGIANCE

5. PUBLIC COMMENTS – Residents discussed their concern and asked to discuss the Affiliate Agreement that is currently being changed by the Park District Commissioners.

6. REVIEW OF THE JANUARY 11, 2016 COMMITTEE, BOARD AND CLOSED SESSION MINUTES

There were no comments.

7. COMMITTEE REPORTS

FINANCE:

- Expense vouchers for the month of January, 2016. - Mr. Brinks

Mr. Brinks reviewed the expense vouchers for the month of January 2015 in the amount of \$ 160,015.86.

- Financial Statements – Mr. Brinks

Mr. Banks reviewed the following the Board of Commissioners.

1. Month of January, 2016 Revenues and Expenses by Fund
2. Bank and Fund Summary for the month ending January 31, 2016
3. Operating Statement FY to Date through January 31, 2016

- Tax Abatement Ordinance 2016-1

Attorney Adams reviewed Ordinance 2016-1 and reported it is in proper format.

- Tax Abatement Ordinance 2016-2

Attorney Adams reviewed Ordinance 2016-2 and reported it is in proper format.

- Surplus Property Ordinance 2016-3

Attorney Adams reviewed Ordinance 2016-3 and reported it is in proper format.

The Board of Commissioners also reviewed the items reported the Personal Property as Surplus Authorizing Sale or Disposal list with the Commissioners. There were no questions or comments.

8. POLICY COMMITTEE:

- **Part time employee wage scale – Commissioner Martin**
There was an incentive added to the Certified Instructors who are teaching exercise programs. The base pay for the position is determined by the employee's supervisor. Programs are budgeted based on the salary and materials in accordance to park policy. The employee will be given a \$1.00 increase in hourly wage for every three individuals PAID over the minimum enrollment. This is an incentive reward to those instructors that are expected to promote their programs. Example; minimum enrollment is 8 in a program with the employee receiving base compensation at \$ 25.00 per hour. Program has an enrollment of 16 the employee will be compensated at \$ 29.00 per hour. Compensation will be issued for over the minimum enrollment at the end of the program in a lump sum payment.

- **Affiliate Agreement**
Commissioner Martin read the proposed changes to the Affiliate program. The Commissioners agreed on the following changes to the language in the Affiliate Agreement:

The Updated language of the Affiliate Agreement:

1. Section II. 1a. Delete the language in the last two sentences.
2. Section II b. Change April 1st to March 1st for summer requests.
3. Legal changes: adding "defend" in two places in indemnity paragraph.
4. Changing Associate to Affiliate
5. Removing field priorities
6. Changing term to one year.
7. The affiliates of the PD shall meet and confer on or before February 15th to coordinate schedules for their respective programs. On or before February 15th the affiliates shall submit their agreed joint schedule for each field for all available dates to the Executive Director of the Park District. In the event that the affiliates are unable to agree to a joint schedule by February 15th then the Park District shall determine field scheduling in accordance with the following general principles:
 - Hierarchy only – not field priority

9. BUILDING & GROUNDS COMMITTEE - Commissioner Christopher

- **Staff Reports – DISC GOLF**

The recommendation was not to create a Disc Golf at the location that was discussed. With the layout of the park, the proximity to the pathways, buildings, homes, playgrounds and ballfields is not safe.

10. RECREATION COMMITTEE - Commissioner Gordon's Conference Report

None

11. MARKETING COMMITTEE – Commissioner Cavanaugh

None


12. DIRECTORS REPORT - Mr. Kasanders

The Dog Park group heading up funding for the Dog Park has been busy. They held a Zoom-bi-thon at the Westchester Community Church which gave them enough cash to do a mass mailing to business in town. They

have created a Go Fund Me page where people can donate cash to the creation of a dog park. Today mark presented the Park District a check from a former resident in the amount of \$10,000 from the Gus Mojarro Family. The donation is given with the stated purpose of naming the dog park after the family. "Mojarro Family Dog Park".

- 13. PRESIDENTS REPORT - President Busa
None
- 14. ATTORNEYS REPORT - Mr. Adams
None
- 15. NEW BUSNISS
None
- 16. OLD BUSINESS
None
- 17. MOTION TO ADJOURN THE COMMITTEE MEETING AT 9:35 P.M.

Motion by: Commissioner Christopher 2nd by: Commissioner Martin
Ayes: Martin, Gordon, Cavanaugh, Christopher, Busa
Nays: None
Motion Carried.



President, Steven M. Busa



Board Secretary, Lauralee Conway

3/14/16

Date