

**WESTCHESTER PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
COMMITTEE MEETING MINUTES  
August 12, 2019  
WESTCHESTER COMMUNITY CENTER  
10201 Bond Street, Westchester, Cook County, Illinois**

**Call to Order**

President Christopher called the meeting to order at 7:00 P.M.

**Roll Call**

Commissioner Gordon, Commissioner Busa, Commissioner Kolodziej, Commissioner Cerasuolo and President Christopher. Also present: Executive Director, Dean Hoskin; Attorney, Michael Muthleb and Board Secretary, Lauralee Kane.

**Correspondence to the Board**

President Christopher read a thank you card from the family of Gene "Ping" Pingatore.

**Public Comments**

**1.0 June Meeting Minutes** – The Commissioners reviewed the below minutes as presented. The Commissioners had no questions, comments or changes.

- 1.1 March 11, 2019 – Committee Minutes
- 1.2 March 11, 2019 – Board Meeting Minutes
- 1.3 July 8, 2019 – Public Hearing Meeting Minutes
- 1.4 July 8, 2019 – Committee Meeting Minutes
- 1.5 July 8, 2019 – Board Meeting Minutes
- 1.6 July 8, 2019 – Closed Session Meeting Minute

**2.0 Finance**

- 2.1 Commissioner Busa reviewed the expense vouchers for the month of July 2019 in the amount of \$ 311,471.64. Attorney Muthleb and Mr. Hoskin reported they have received all requested documents and information from Robbins Schwartz.
- 2.2 Commissioner Busa reviewed the below Financial Statements for the month ending July 31, 2019.
  - Check Register and Voucher Summary - Last Check issued on July 8, 2019.
  - Revenue and Expense by Fund - July 2019.
  - Bank and Fund Summary for the month ending July 31, 2019 - \$3,093,830.91.
  - Bond Issue Capital Projects Account Statement – Fund Balance as of July 31, 2019 - \$374,623.97.
  - YTD Operating Statement through July 31, 2019.

**3.0 Building & Grounds Committee**

- 3.1 Superintendent of Parks Reports - Commissioner Kolodziej reviewed the Superintendent of Parks monthly report. Commissioner Gordon complimented the buildings and grounds staff, all the parks are in great shape. Mr. Hoskin ordered 18 new bricks to replace the worn memorial bricks.

- 3.2 Mayfair Garage Bid Results – Mr. Hoskin reported there were eleven (11) bids received for the Mayfair Garage & Storage Building Project. It is recommended that the Westchester Park District award the Mayfair Garage & Storage Building Project Contract to Tracy & Ed Construction, Inc. for the Base Bid, Alternate #1 and Alternate #2 in the total Contract Amount of \$174,940.00.
- 4.0 Community Center Committee**
- 4.1 Community Center Manager Report - Commissioner Cerasuolo reviewed the Executive Directors report. Due to a shortage of staff the pool summer hours changed to 4-8pm the week of August 12<sup>th</sup>.
- 4.2 Early Childhood Director Report – Commissioner Cerasuolo reviewed the Early Childhood Report with the Commissioners, there were no questions or comments.
- 5.0 Mayfair Recreation and Banquet Center Committee**
- 5.1 Mayfair Recreation and Banquet Center Committee - Commissioner Gordon reviewed the Mayfair Center Manager report. Enrollment is up in the fitness center. Attendance was discussed.
- 5.2 Banquet Report – Commissioner Gordon reviewed the banquet report with the Commissioners. The Commissioner discussed Music at Mayfair on Wednesday, August 7th. Approximately 260 people were in attendance for a successful inaugural event. There was a lot of positive feedback the following day from customers and staff who had attended.
- 6.0 Policy Committee**
- 6.1 Affiliate/Associate Field Use – The Commissioners discussed the policy 2221 General Policy, 2222 Permits and Organizations. Mr. Hoskin will revise the Affiliate/Associate Field Use policy and present to the Commissioners at the next Committee Meeting.
- 7.0 Director Report - Mr. Hoskin**
- 7.1 Mr. Hoskin discussed usage of the GPS Tracking of Park District Vehicles with the Commissioners. Proposed Changes to the Pool for 2020 – Mr. Hoskin presented proposed changes to the 2020 pool season.
- 7.2 MWRD Letter – The Park District received a letter from MWRD. The letter indicates that they wish to acquire the property that is currently Norfolk Park and Norfolk Bark Park for the Addison Creek Channel Improvements Project. Mr. Hoskin, Mr. Burg and President Christopher will meet with MWRD to walk the property and will report back at the next Committee meeting.
- 8.0 Attorney - Mr. Michael Muthleb**  
None
- 9.0 President Report**  
None
- 10.0 Old Business**  
None

**11.0 New Business**

The Commissioners reviewed the website suggestion box from the residents. The Commissioners discussed implementing a basketball court within the Park District.

**12.0 Motion to adjourn the Committee Meeting**

Motion to adjourn the Committee Meeting at 8:58pm.

Motion by: Commissioner Gordon

Seconded by: Commissioner Kolodziej

Absent: None

All in favor, motion carried.

  
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Joseph Christopher, Board President

  
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Lauralee Kane, Board Secretary

10/14/2019  
Date