

**WESTCHESTER PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
COMMITTEE MEETING MINUTES  
July 10, 2017 at 7:00 pm  
WESTCHESTER COMMUNITY CENTER  
10201 Bond Street, Westchester, Cook County, Illinois**

**Call to Order**

President Martin called the meeting to order at 7:02 P.M.

**Roll Call**

President Martin, Commissioner Gordon, Commissioner Christopher, Commissioner Cavanaugh and Commissioner Busa. Also, present: Executive Director; Gary Kasanders, Finance Director, Attorney, Steve Adams and Board Secretary; Lauralee Conway.

**Pledge of Allegiance**

**Correspondence to the Board**

President Martin read a thank you card to the Board of Commissioners from Joyce Petkevich.

**Public Comments**

None

**1. Minutes**

The Board of Commissioners reviewed the minutes of June 5, 2017 and the Committee, Board and Closed Session meetings held on June 12, 2017.

**2. Finance Committee**

**2.1 Review of the expense vouchers for the month of June 2017 in the amount of \$ 262,248.54.**

Mr. Brinks reviewed the expense vouchers with the Commissioners.

**2.2d Financial Statements**

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

- Check Register and Voucher Summary
- June 2017 Revenues and Expenses by Fund
- Bank and Fund Summary for the month ending June 30, 2017
- June 30, 2017 Bond Issue Capital Projects Account Statement
- Operating Statement - Month of June 2017 (2 months)

**2.3 Budget**

Mr. Brink reviewed the Fiscal Year 2017-2018 Budget with the Commissioners.

**2.4 2017-2018 Budget and Appropriation Ordinance**

Commissioner Busa discussed the 2017-2018 budget and appropriation ordinance with the Commissioners.

**3. Building and Grounds Committee - Commissioner Gordon**

**Superintendent's Reports** - Commissioner Gordon reviewed staff reports with the Commissioners and reported the field usage is down. The construction of the cell tower has

began, the grounds were staked on June 30, 2017. Discussion on the compensation start date was discussed.

**4. Recreation Committee - Commissioner Cavanaugh**

**4.1a Superintendent's Reports - Commissioner Cavanaugh reviewed the Ms. Robinette's monthly report with the Commissioners. The pool seasonal staff has been hired and completed their pre-season training ended in May. Attendance at the pool has been going well this year.**

**4.1b Recreation Supervisors Report - Commissioner Cavanaugh reviewed Ms. Purpura's monthly report with the Commissioners.**

**4.1c Early Childhood Report - The Commissioners reviewed the June Early Childhood Report.**

**5. Marketing Committee - Commissioner Christopher**

The Banquet Report was presented to the Commissioners. Banner advertisement was discussed and options of offering banners for advertising to create revenue for the Park District.

**6. Policy Committee - President Martin**

President Martin discussed the policy and permit changes for the John J. Sinde Community Swimming Pool Rental Application. Commissioner Busa recommended delegating Mr. Kasanders authority to make decisions on pool policy and regulations. This will allow the Executive Director to regulate pool rental policies, applications and contracts. Commissioner Busa will work on the policy language with President Martin.

The Commissioners reviewed the typographical errors within the permit application. Attorney Adams will make the corrections for approval at the August 14, 2017 meeting.

**7. Director's Report - Mr. Kasanders**

Mr. Kasanders attended the Dog Park meeting on June 27, 2017 representing the Park District regarding the Intergovernmental Agreement with the Village of Westchester to use a portion of the parkway at Norfolk Park for the purpose of establishing a dog park.

AYSO has agreed to the terms presented to them for the renewal of the lease for the garage. Mr. Kasanders will prepare the garage lease and change the terms to what has been agreed upon which was \$ 1,500.00 per year with a term of 10 years.

Special Events - The Block Party is scheduled for July 14, 2017 and July 15, 2017, at the Community Park.

**8. Attorney's Report - Mr. Adams**

None

**9. President's Report - President Martin**

None

**10. New Business**

None

**11. Old Business**

President Martin requested the Board of Commissioners to discuss referendum and bond issue options. Commissioner Busa requested a current list of the items listed on the capital projects report. Commissioner Gordon, Cavanaugh agreed on a bond issue in order to complete the capital projects list. The Commissioners reviewed the revisions and projected a cost of \$ 1.6 million to complete the capital projects list. Commissioner Christopher and Busa would like to see a referendum package put together. President Martin discussed not creating a referendum or a bond issue and the option to re-prioritize the capital projects list. Commissioner Busa expressed the importance of making a decision on replacing the water slide at the pool. The Commissioners agreed to replace the water slide at the pool and authorized Mr. Kasanders to begin the bidding process.

**12. Adjournment**

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

Motion by: Christopher

Seconded by: Cavanaugh

Roll Call Vote: Martin, Gordon, Cavanaugh, Christopher, Busa

Motion carried.

  
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President, Matthew Martin

  
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Board Secretary, Lauralee Conway

8/14/2017  
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Date