

**WESTCHESTER PARK DISTRICT
BOARD OF PARK COMMISSIONERS
COMMITTEE MEETING MINUTES
August 14, 2017 at 7:00 pm
WESTCHESTER COMMUNITY CENTER
10201 Bond Street, Westchester, Cook County, Illinois**

Call to Order

Commissioner Gordon called the meeting to order at **7:07 P.M.**

Roll Call

Commissioner Gordon, Commissioner Christopher, Commissioner Cavanaugh and Commissioner Busa. Also, present: Executive Director; Gary Kasanders, Finance Director; Dave Brinks, Attorney; Steve Adams and Board Secretary; Lauralee Conway. Absent: President Martin
Commissioner Cavanaugh arrived at 7:30 P.M.

Commissioner Gordon motioned to allow President Martin to remotely attend the meeting via conference.

Seconded by: None
Absent: Martin, Cavanaugh

Motion dies for lack of a second.

Pledge of Allegiance

Correspondence to the Board

Commissioner Christopher read an email from resident Mr. Barrett thanking the Park District for making their special needs son, Gabe so welcome at the Park District for the last 12 years. The staff at the Park District has always greeted Gabe with smiles and a bump and always made Gabe feel welcome at the Pool.

Public Comments

None

1. Minutes

The Board of Commissioners reviewed the minutes of the Committee, Board, Public Hearing and Closed meetings held on July 10, 2017.

2. Finance Committee

2.1 Review of the expense vouchers for the month of July 2017 in the amount of \$ 318,243.01.

Mr. Brinks reviewed the expense vouchers with the Commissioners.

2.2 Financial Statements

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

- Check Register and Voucher Summary
- July 2017 Revenues and Expenses by Fund
- Bank and Fund Summary for the month ending July 31, 2017
- July 31, 2017 Bond Issue Capital Projects Account Statement
- Operating Statement - Month of July 2017

2.3 Long Range Capital Projects

Commissioner Busa reviewed the Capital Improvements Long Term Plan with the Commissioners. Mr. Kasanders reviewed the bond issue years of capital replacement equipment for years required, life expectancy, replacement year, cost estimate and estimated future cost. The key to drafting a bond issue list of items is to review the scheduled list for items that are needed to be done regardless of when they are scheduled and then to factor in new "want" items that do not appear on the list. The Commissioners agreed to table the current "Long Range Capital Projects" agenda item until all Commissioners are present.

3. Building and Grounds Committee - Commissioner Gordon

3.1 **Superintendent's Reports** - The cell tower has been installed, but not completely finished. Security lighting still need to be installed. The inline hockey rink and skate area were resurfaced last month. A second round of interviews for the maintenance position is taking place this week.

3.2 Water Slide/Dog Park Projects - Mr. Kasanders

Water Slide

Mr. Kasanders contacted Whitewater (slide manufacturer) regarding the water slide replacement. Mr. Kasanders main concern is to spend a large sum of money that wouldn't change the look of the slide. Mr. Kasanders found a design that would fit on the existing support columns and give the slide a new look, part of the slide would be enclosed and then the remainder open. A climbing wall and a zip line was also discussed for a nice addition to the pool slide. Both products need the State of Illinois approval. The Commissioners agreed for Mr. Kasanders to move forward and request bids for the new water slide project.

Dog Park Projects

Mr. Kasanders received four (4) proposals for fencing at the dog park. The Commissioners directed Mr. Kasanders to move forward requesting bids for all dog park construction projects.

4. Recreation Committee - Commissioner Cavanaugh

4.1 **Superintendent's Reports** - Commissioner Cavanaugh reviewed the Ms. Robinette's monthly report with the Commissioners. Several of the Park District camps were in full swing this past month. Swimming lessons closed August 11, 2017 and will conclude all swim classes for the season.

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

4.3 **Early Childhood Report** - The Commissioners reviewed the July Early Childhood Report. Tot Spot Preschool - 30 students, Playtime Preschool = 21 students.

5. Marketing Committee - Commissioner Christopher

The Banquet Report was presented to the Commissioners.

6. Policy Committee - President Martin

6.1 Swimming Pool Rental Permit

The Commissioners reviewed the revised "Permit for John J. Sinde Community Swimming Pool Rental" application.

6.2 Policy to be inserted into #2210 Swimming Pool Rental Policy

The Commissioners reviewed #2210 Swimming Pool Rental Policy, there were no questions.

7. Director's Report - Mr. Kasanders

Mr. Kasanders reviewed the April 30, 2017 Management's Discussion and Analysis. Mr. Kasanders also discussed his notice of retirement. Mr. Kasanders last day of work will be September 30, 2017, at which time he will take the remainder of his vacation days and days accrued. Mr. Kasanders expressed his gratitude for being allowed to be a part of such a great Park District and Community to be a part of. The Commissioners expressed how thankful they were to have Mr. Kasanders as an outstanding and successful Executive Director for so many years. He will be greatly missed by everyone.

8. Attorney's Report - Mr. Adams

None

9. President's Report - President Martin

None

10. New Business

Commissioner Gordon requested more pictures of the Parks in the conference room for reference.

11. Old Business

12. Adjournment

Motion to adjourn the Committee Meeting at 9:06 P.M.

Motion by: Christopher

Seconded by: Cavanaugh

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

Absent: Martin

Motion carried.



President, Matthew Martin



Board Secretary, Lauralee Conway

9/11/17

Date