**HANOVER PARK PARK DISTRICT**

**1919 WALNUT AVENUE**

**HANOVER PARK, ILLINOIS 60133**

**BOARD OF COMMISSIONERS SPECIAL MEETING**

**BOARD ROOM & ZOOM CONFERENCING APP**

**MONDAY, May 9th ,2022 @ 7:00 P.M.**

 **MINUTES**

**CALL TO ORDER**

The Park Board of Commissioners Special Meeting of Monday, May 9th, 2022, was called to order by President Elkins at 7:02 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Upon the roll being called, the following answered:

CommissionersPresent: 5 Commissioners Fuentez, Reilly, Mustafa, Vences, and President Elkins

Commissioners Absent: 0 None

Staff Present: 6 Executive Director O’Brien, Superintendent of Recreation Cox, Superintendent of Parks and Planning Bessette, CCAC Manager Kress, and Marketing and Communications Manager Gomez, Executive Assistant Quigley

Staff Absent: 0 None

Guests Present: 3 CPA Howard, Attorney Mraz, Aaron Gold, Belinda Mustafa

**ADJOURN TO BINA PUBLIC HEARING**

A motion was made by Commissioner Reilly and seconded by Commissioner Fuentez to open the floor for to hear public concerns with regards to the purchase of General Ordinance Bonds.

With no further discussion and upon the roll being called, the following answered:

Ayes: 5 Commissioners Fuentez, Reilly, Mustafa, Vences, and President Elkins

Nays: 0 None

Absent: 0 None

**RECONVENE FROM BINA PUBLIC HEARING**

A motion was made by Commissioner Reilly and seconded by Commissioner Fuentez to open the floor for to hear public concerns with regards to the purchase of General Ordinance Bonds. There was no written or oral testimony presented at this time by members of the public. Vote was called to proceed with purchase of bonds and reconvene the Special Meeting.

With no further discussion and upon the roll being called, the following answered:

Ayes: 5 Commissioners Fuentez, Reilly, Mustafa, Vences, and President Elkins

Nays: 0 None

Absent: 0 None

**APPROVAL OF THE AGENDA**

A motion was made by Commissioner Reilly and seconded by Commissioner Fuentez to approve the Agenda, as presented.

With no further discussion and upon the roll being called, the following answered:

Ayes: 5 Commissioners Fuentez, Reilly, Mustafa, Vences, and President Elkins

Nays: 0 None

Absent: 0 None

Motion carried.

**MATTERS FROM THE PUBLIC**

Executive Director O’Brien confirmed that there was one member of the public physically present in the Board Room at the start of the meeting, none present virtually through Zoom, and no questions or concerns were received prior to the meeting.

Executive Assistant Jessica Quigley was introduced to the board, having just begun her second week with the park district.

Belinda Mustafa addressed the Board with thanks for the use of the space for the Interfaith Council, notify staff that Governor Pritzker plans to attend a meeting of the Interfaith Council, as well as thank the Park District for the current success of the cricket league.

**STAFF REPORT**

**A**. **Administration**

 Executive Director Bob O’Brian discussed meeting with Representative Seth Lewis, who held a town hall at the Community Center. Director O’Brian is intending to have other Representatives for the State of Illinois, both in the State Congress and the Federal Congress do similar in the coming months.

**B. Business Services**

Executive Director O’Brian notified the board that while energy prices continue to skyrocket across the country, the Park District is locked in with certain rates for both Electric and Gas for the next few years.

**C. Marketing & Communication**

Manager Gomez reported that the Summer Playbook is currently at the Post Office and ready to ship, the Digital Playbook is currently live on the Park District Website, and that the price of printing has increased in the three months since the last Playbook was printed. Discussion was had to potentially move to a hybrid style of Marketing.

**D. Parks & Planning**

 Superintendent Bessette reported that the Parks Department has begun mowing the fields and plans to do so have been successful. The broken water main issue at the pool has also been fixed by Village staff.

**E. Recreation**

Superintendent Cox reported that Seafari Springs is ready to open on June 4th, Lifeguard training will begin as soon as May 24th in anticipation of the opening of the water park, Summer Camp programs are making a return after the pandemic, as well as lessons returning.

**F. Centre Court Athletic Club**

Manager Kress discussed Corporate event planning being offered, pickleball’s current success at the Park District, as well as having met the budget for 2021.

**COMMITTEE UPDATES**

1. Commissioner Mustafa brought before the board the idea of offering cricket lessons and league for children starting next year.

**LEGISLATIVE UPDATE**

None

**FINANCE/ADMINISTRATION**

1. **Review Statement of Cash Receipts & Disbursements & Related Revenue/Projection Reports - May 1, 2021 through February 28, 2022**.

 CPA Howard reviewed with the Board the Statement of Cash Receipts & Disbursements and shared with the Board the revenue/projection reports.

1. **Capital Plan Discussion & Capital Projects Renovations Update**

 i. Priority List Update

 ii. Security Camera Project Update

1. **Review Vision for Park District**
2. **Park Board Officer Term Limits**
3. **Illinois Association of Park Districts Rising Star Award Discussion**
4. **Upcoming District Staff and Commissioner Trainings**
5. **Dedication and Renaming the Community Center**

**RECREATION**

1. **Review District-wide Camera System Policy**
2. **Review Vehicle Lease Agreement with First Student**
3. **Review Equipment Rental Agreement with Clowning Around Entertainment, Inc.**

**PARKS**

1. **Review Landscape Architectural Services Proposal and Agreement from Upland Design, inc for Discovery Park**
2. **Review Roof Restoration & Coating Project Proposal & Agreement with Pro-Tech Sales inc at Community Center**
3. **Review Park Inspections**
4. **Village Code Violations Update**
5. **Aspen Park Update**

**CCAC**

**Review License Agreement with Daxko LLC d/b/a as Club Automation to provide Registration Services to CCAC**

**NEW BUSINESS**

1. **Resolution #21-22-01 – A Resolution Approving of the Agreement with Upland Design, Ltd. For Consulting Services for Landscape Architectural Services & The Hanover Park Park District for Discovery Park in an amount not to exceed $16,550.00**

A motion was made by Commissioner Vences and seconded by Commissioner Reilly to approve Resolution #21-22-01 - A Resolution Approving of the Agreement with Upland Design, Ltd. For Consulting Services for Landscape Architectural Services & The Hanover Park Park District for Discovery Park in an amount not to exceed $16,550.00

With no further discussion and upon the roll being called, the following answered:

Ayes: 5 Commissioners Fuentez, Reilly, Mustafa, Vences and President Elkins

Nays: 0 None

Absent: 0 None

Motion carried.

1. **Resolution #21-22-02 – A Resolution Approving of the Roof Restoration & Coating Project agreement with Pro-Tech Sales Inc & The Hanover Park Park District at the Community Center in an amount not to exceed $23,750.00**

A motion was made by Commissioner Vences and seconded by Commissioner Reilly to approve Resolution #21-22-02 - A Resolution Approving of the Roof Restoration & Coating Project agreement with Pro-Tech Sales Inc & The Hanover Park Park District at the Community Center in an amount not to exceed $23,750.00

With no further discussion and upon the roll being called, the following answered:

Ayes: 5 Commissioners Fuentez, Reilly, Mustafa, Vences and President Elkins

Nays: 0 None

Absent: 0 None

Motion carried.

1. **Resolution #21-22-05 – A Resolution Approving of the License Agreement with Daxko LLC d/b/a as Club Automation to provide Registration Software Services to Center Court Athletic Club for a period of 36 months.**

A motion was made by Commissioner Reilly and seconded by Commissioner Fuentez to approve Resolution #21-22-05- A Resolution Approving of the License Agreement with Daxko LLC d/b/a as Club Automation to provide Registration Software Services to Center Court Athletic Club for a period of 36 months.

Discussion was had regarding the agreement term of 36 months before any changes could be made.

With no further discussion and upon the roll being called, the following answered:

Ayes: 5 Commissioners Fuentez, Reilly, Mustafa, Vences, and President Elkins

Nays: 0 None

Absent: 0 None

Motion carried.

**CORRESPONDENCE**

None

**FUTURE EVENTS**

1. **Park Business**
* **Administrative Team Meeting – May 23rd, 2022 – 10:00 am- CC Board room**
* **Park Board Ordinances, Rules, &Regulations Committee Meeting – May 23rd, 2022 – 5:00 pm – CC Board Room : This meeting has been changed to 6:00 pm on the same date**
* **Park Board Meeting - May 23rd, 2022- 7:00 pm – CC Board Room & Zoom**
* **Administrative Team Meeting – June 13th, 2022 – 10:00 am – CC Board Room**
* **Park Athletic Club Committee Meeting- June 13th, 2022 – 6:00 pm – CC Board Room: This meeting may change to the Finance Committee**
* **Park Board Workshop Meeting- June 13th, 2022 – 7:00 pm – CC Board Room & Zoom**
* **Administrative Team Meeting- June 27th 2022- 10: 00 am – CC Board Room**
* **Park Board Long Range Planning Committee Meeting – June 27th, 2022 – 5:00 pm- CC Board Room & Zoom**
* **Park Board Regular Meeting- June 27th, 2022- CC Board Room & Zoom**
1. **Community Events**
* **Seafari Springs Family Aquatic Center Opens – June 4th, 2022**
1. **Other Events**
* **Memorial Day – May 30th, 2022**

**ADJOURNMENT TO EXECUTIVE SESSION REGARDING PERSONNEL**

Without further discussion or action required within the public meeting, a motion was made by President Elkins and seconded by Commissioner Vences to adjourn the May 9th, 2022 Special Meeting at 10:17 pm.

Without further discussion and upon the roll being called, the following answered:

Ayes: 5 Commissioners Fuentez, Reilly, Mustafa, Vences and President Elkins

Nays: 0 None

Absent: 0 None

Motion carried.

Respectfully submitted,

Bob O’Brien

Board Secretary

BO:SL