

**SPECIAL HANOVER PARK DISTRICT  
1919 WALNUT AVENUE  
HANOVER PARK, ILLINOIS 60133  
BOARD OF COMMISSIONERS SPECIAL MEETING  
BOARD ROOM & ZOOM CONFERENCING APP  
MONDAY, AUGUST 16, 2021 7:00 P.M.**

**MINUTES**

**CALL TO ORDER**

The Park Board of Commissioners Special Meeting of Monday, August 16, 2021 was called to order by President Elkins at 7:00 p.m.

Upon the roll being called, the following answered:

**ROLL CALL**

Commissioners Present:	3	Commissioners Grima, Reilly, and President Elkins
Commissioners Absent:	2	Commissioners Fuentez and Mustafa
Staff Present:	7	Executive Director O'Brien, Superintendent of Recreation Cox, CCAC Manager Kress, Superintendent of Parks & Planning Bessette, Business Services Manager Santucci, Marketing & Communications Manager Gomez, and Director of Tennis and Member Services Thompson
Staff Absent:	1	Executive Assistant & HR Mislevy
Guests Present:	1	Ryan Conwell (Eagle Scout & resident)

**APPROVAL OF THE AGENDA**

A motion was made by Vice President Grima and seconded by Commissioner Reilly to approve the August 16, 2021 agenda as presented.

Executive Director O'Brien questioned the need for an Executive Session. President Elkins stated that he thought the Executive Session should stay on the agenda.

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

Ayes:	3	Commissioners Grima, Reilly, and President Elkins
Nays:	0	None
Absent:	2	Commissioners Fuentez and Mustafa

Motion carried.

**MATTERS FROM THE PUBLIC**

**A. Church Street Parking Lot Flagpole Island Eagle Scout Project Presentation – Ryan Conwell**

Superintendent Bessette presented Ryan Conwell to the Board. Ryan Conwell then presented to the Board the plans included in the Eagle Scout Project for the Church Street Parking Lot Flagpole Island. This would include removing existing vegetation and planting native plants to promote butterflies. Superintendent Bessette reported that the cost would be covered by the Landscape Budget.

Executive Director O'Brien confirmed that there were no members of the public physically present in the Boardroom. No questions or concerns were received prior to the meeting.

**STAFF REPORT**

Superintendent Cox reported to the Board that Seafari Springs Aquatic Center will be open two additional weekends this season. She then went on to report on the re-opening event held at Ahlstrand Fieldhouse. She estimated approximately 400 to 500 people attended with everyone having a great time. Superintendent Cox also reported to the Board that Recreation Supervisor Liza Nicol has resigned her position with the Hanover Park Park District. Commissioner Grima asked if there is an intern program in place that would make the transition easier to which Superintendent Cox replied no, but does want to hire internally with several people expressing interest. Commissioner Grima asked if there would be an exit interview for Recreation Supervisor Nicol to which Superintendent Cox replied the interview would be conducted by Executive Assistant & HR Mislevy. Superintendent Bessette reported that the landscaping upgrade at Community Center is almost completed. He added that playgrounds would be mulched on a rotating schedule of six playgrounds a year.

**LEGISLATIVE UPDATE**

Executive Director O'Brien reported to the Board that the Illinois Department of Natural Resources may extend the OSLAD Grant to more than two years.

**UNFINISHED BUSINESS**

**A. Resolution #21-22-08 – A Resolution of the Board of Park Commissioners of the Hanover Park Park District, Cook and DuPage Counties, Illinois, Approving of the Intergovernmental Agreement Between the Board of Education of Keeneyville School District No. 20 and the Hanover Park Park District Regarding the Operation of a Before and After School Care Program**

A motion was made by President Elkins and seconded by Commissioner Reilly to approve Resolution #21-22-08 - A Resolution of the Board of Park Commissioners of the Hanover Park Park District, Cook and DuPage Counties, Illinois, Approving of the Intergovernmental Agreement Between the Board of Education of Keeneyville School District No. 20 and the Hanover Park Park District Regarding the Operation of a Before and After School Care Program, as presented.

Superintendent Cox explained to the Board that this is an annual agreement allowing the Park District to operate a Before and After School Care program at Greenbrook Elementary School.

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

Ayes:	3	Commissioners Grima, Reilly, and President Elkins
Nays:	0	None
Absent:	2	Commissioners Fuentez and Mustafa

Motion carried.

**NEW BUSINESS**

**A. Review and motion to approve Resolution #21-22-09 – A Resolution Approving of the Open Space Lands Acquisition and Development (OSLAD) Grant Program Resolution of Authorization (Form OS/Doc-3) for the Community Park Project Submitted to the Illinois Department of Natural Resources (DNR) by the Hanover Park Park District**

A motion was made by President Elkins and seconded by Commissioner Reilly to approve Resolution #21-22-09 - A Resolution Approving of the Open Space Lands Acquisition and Development (OSLAD) Grant Program Resolution of Authorization (Form OS/Doc-3) for the Community Park Project Submitted to the Illinois Department of Natural Resources (DNR) by the Hanover Park Park District, as presented.

Executive Director O'Brien explained to the Board that this Resolution is part of the OSLAD Grant application process. Superintendent Bessette gave an overview of the improvements that are planned for Community Park if the District is awarded this grant.

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

Ayes:	3	Commissioners Grima, Reilly, and President Elkins
Nays:	0	None

Absent: 2 Commissioners Fuentez and Mustafa

Motion carried.

**B. Review and motion to approve Resolution #21-22-10 – A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park Park District and Richard Snodgrass**

A motion was made by President Elkins and seconded by Commissioner Reilly to approve Resolution #21-22-10 - A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park Park District and Richard Snodgrass, as presented.

CCAC Manager Kress highlighted her reasons for contracting with Mr. Snodgrass and expressed confidence in his work.

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

Ayes:	3	Commissioners Grima, Reilly, and President Elkins
Nays:	0	None
Absent:	2	Commissioners Fuentez and Mustafa

Motion carried.

Commissioner Grima brought to the attention of the Board a question he had been asked by a citizen: would the Park District be merging with the Village of Hanover Park? Executive Director O'Brien informed the Board that in recent weeks he had met with Village officials and the Village Manager stated the Village of Hanover Park was not interested in acquiring the Park District.

**FINANCE / ADMINISTRATION**

**A. Review Statement of Cash Receipts & Disbursements & related revenue/projection reports (May 1, 2021 through July 31, 2021)**

Manager Santucci reported to the Board that being 25% into the fiscal year the budget is at 25% of revenue and 19% of expenses. She further explained that YTD the Corporate Fund has a surplus of approximately \$58,000, the Rec Fund has a surplus of approximately \$139,000, the Pool Fund has a deficit of \$45,000, and Centre Court shows a deficit of approximately 19,000.

**B. Capital Plan Discussion and Capital Projects Renovations Update:**

**i. By Priority Report**

**ii. Ahlstrand Renovation Project Report**

Manager Santucci reported that for projects completed the Park District is approximately \$101,000 under budget.

President Elkins opened a discussion on the fabric dome of the Gym. It was decided that research would be done into a grant, possibly an energy grant, to help cover the cost of the necessary replacement of the dome.

Superintendent Cox reported to the Board that the sealcoating of the Ahlstrand parking lot and backyard has been completed. She said the former Safety Town site can now be used for other activities, and would like to see basketball standards installed for the use of the After School Club.

**B. Review NWSRA 2022 Proposed Member District Assessment**

Executive Director O'Brien informed the Board that NWSRA would not be raising the assessment fee.

**C. Board Committees schedules discussion**

Executive Director O'Brien stated he would like to see meetings begin in September.

**D. Schedule Parks Tour discussion**

Executive Director O'Brien suggested September 18 or 25 or sometime in October. He asked Board members to check their schedules and would be putting out a reminder to members.

**E. Board Photos selection discussion**

Executive Director O'Brien reminded the Board that on July 13 an email was sent with the link for photos for the Commissioners to choose an individual photo and a group photo. He offered to resend the link to anyone would needs it.

**RECREATION**

**A. Security Cameras Project verbal update**

Superintendent Cox reported that she has received an update report from Attorney Mraz and the Camera Project bid will go out by the end of the week.

**B. Review Independent Contractor Agreement with Hot Shot Sports, LLC for sport instruction services**

Superintendent Cox reported to the Board that the District would be renewing the contract with Hot Shot Sports and that Hot Shot Sports would be adding baseball to fall programming.

**C. Review Independent Contractor Agreement with Young Grasshopper, LLC (d/b/a/ Code Ninjas Bartlett) for performing and providing STEM instruction services**

Superintendent Cox stated that though the summer programming did not have good attendance the District would still be using their services this fall. President Elkins mentioned that grant money might be available for participants and Superintendent Cox replied that she has been looking into that but so far grants she has found only apply to schools.

**PARKS**

**A. Review Park Inspections**

Superintendent Bessette reported that a willow tree was lost at Ranger Park, with cleanup happening this week. He added that two slide shoots were damaged at Anne Fox and the District is now waiting for the manufacturer to ship panels to close off the slides permanently, until such time as they can be removed, since replacement parts are no longer available.

**CCAC**

None

**CORRESPONDENCE**

**A. July 20<sup>th</sup> Woodridge Tornado Multi-Agency Assistance Thank You from Woodridge Park District**

Woodridge Park District thanked the staff of Hanover Park District for their assistance with damage control after the recent tornado.

**B. Special Leisure Services Foundation (SLSF) Celebrate Ability Gala 2021 Save the Date**

Executive Director O'Brien informed the Board that the Gala will be held in November. SLSF asked for auction donations and/or sponsorship in their Save the Date letter.

**VISION FOR THE DISTRICT**

Executive Director O'Brien discussed the recap of previous meetings he provided to the Board. Commissioner Grima discussed the potential for helping staff with their career path to motivate and retain staff.

**OTHER**

- A. Next Regular Board Meeting – August 23, 2021 @7pm – Board Room & Zoom
- B. Labor Day – Monday, September 6, 2021 – All FT staff off, Community Center & CCAC closed
- C. Next Workshop Meeting – September 13, 2021 @7pm – Board Room & Zoom

**EXECUTIVE SESSION – SECTION 5 ILCS 120/2 (c)(21) – Review of Executive Session Minutes for Possible Release**

President Elkins proposed the Board not hold an Executive Session for the review of Executive Session minutes, since all the minutes under review were regarding Personnel and would remain confidential anyway. There was consensus that the Board would not adjourn into Executive Session during this meeting.

**ADJOURNMENT**

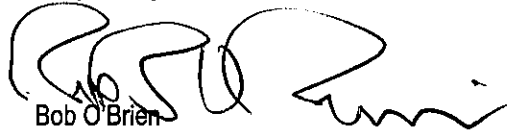
Without further discussion or action required within the public meeting, a motion was made by Commissioner Reilly and seconded by Commissioner Grima to adjourn the August 16, 2021 Special Meeting at 8:44pm.

Upon the roll being called, the following answered:

Ayes:	3	Commissioners Grima, Reilly, and President Elkins
Nays:	0	None
Absent:	2	Commissioners Fuentez and Mustafa

Motion carried.

Respectfully submitted,



Bob O'Brien  
Board Secretary  
BO:LAM

