

**HANOVER PARK PARK DISTRICT  
1919 WALNUT AVENUE  
HANOVER PARK, ILLINOIS 60133  
BOARD OF COMMISSIONERS REGULAR MEETING  
ZOOM CONFERENCING APP VIRTUAL MEETING  
MONDAY, MARCH 22, 2021**

**MINUTES  
7:00 P.M.**

**CALL TO ORDER**

The Regular Board Meeting of Park Commissioners was called to order on Monday, March 22, 2021 by President Elkins at 7:00pm.

Upon the roll being called, the following answered:

**ROLL CALL**

Commissioners Present:	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Commissioners Absent:	0	None
Staff Present:	7	Executive Director O'Brien, Superintendent of Parks & Planning Villar, CCAC Manager Kress, Superintendent of Recreation Cox, Business Services Manager Santucci, Marketing & Communications Manager Gomez, and Executive Assistant & HR Mislevy
Staff Absent:	0	None
Guests Present:	1	Attorney Mraz

**APPROVAL OF THE AGENDA**

A motion was made by Commissioner Duesing and seconded by Commissioner Fuentez to approve the agenda, as presented. President Elkins confirmed this motion and second for the record.

President Elkins reminded the Board that there would be an Executive Session as the final agenda item before Adjournment.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**MATTERS FROM THE PUBLIC**

Executive Director O'Brien confirmed that there were no members of the public physically present in the Board Room, none present virtually through Zoom and no questions or concerns were received prior to the meeting.

**LEGISLATIVE UPDATE**

Executive Director O'Brien confirmed that there was no legislative update.

**APPROVAL OF THE MINUTES**

A motion was made by Commissioner Duesing and seconded by Commissioner Grima to approve the February 8, 2021 Workshop Meeting Minutes, February 22, 2021 Regular Board Meeting Minutes, and the February 22, 2021 Executive Session Minutes, as presented. President Elkins confirmed this motion and second for the record.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**ATTORNEY’S REPORT**

Attorney Mraz advised the Board to consider returning to in-person meetings since the COVID-19 pandemic was calming down and the District is looking to expand access to programming and classes. President Elkins stated that he would consider this in the near future and there was discussion that confirmed the District would abide by all current COVID-19 safety protocols, including capacity restrictions, mask mandate, and social distancing. Executive Director O’Brien responded to Board questions regarding the District’s ability to register as a vaccination site, to which he confirmed that staff was researching logistics to host an April or May event.

**TREASURER’S REPORT (for the month ending February 28, 2021)**

A motion was made by Commissioner Fuentes and seconded by Commissioner Duesing to accept the Treasurer’s Report for the month ending February 28, 2021, as presented. President Elkins confirmed the motion and second.

Manager Santucci reported that the District has received \$98,711 from Cook County in tax disbursements and \$278.02 in interest.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**COMMITTEE REPORTS**

**Finance – Statement of Cash Receipts and Disbursements (May 1, 2020 through February 28, 2021)**

A motion was made by Commissioner Fuentes and seconded by Commissioner Duesing to accept the Statement of Cash Receipts and Disbursements May 1, 2020 through February 28, 2021, as presented. President Elkins confirmed this motion and second for the record.

Manager Santucci reported to the Board that the District is 83% into the fiscal year and that the revenues and expenses were on track with the budget.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**WARRANT**

A motion was made by Commissioner Fuentez and seconded by Commissioner Duesing to approve Warrant #20-21-11 for the month ending February 28, 2021 covering check numbers 80546-80566 from the Payroll Checking Account

in the amount of \$123,919.17 and check numbers 63379-63455 from the General Corporate Checking Account in the amount of \$166,112.32 for a Grand Total Warrant in the amount of \$289,930.49. President Elkins confirmed this motion and second for the record.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

## **NEW BUSINESS**

### **A. Wounded Warriors donation in recognition of Gabe Villar's 23 years of Park District service.**

Executive Director O'Brien confirmed to the Board that the District made a donation to Wounded Warriors in Gabe Villar's name for his retirement recognition. Commissioner Morrison asked for the agenda to be amended to reflect Gabe Villar's 33 years of Park District service, to which there was consensus from the Board to amend.

### **B. Resolution #20-21-33 – A Resolution Approving of the Purchase of the Professional Services Agreement Between the Hanover Park Park District and Seldon Fox, LTD.**

A motion was made by Commissioner Duesing and seconded by President Elkins to approve Resolution #20-21-33 - A Resolution Approving of the Purchase of the Professional Services Agreement Between the Hanover Park Park District and Seldon Fox, LTD., as presented.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

### **C. Resolution #20-21-34 – A Resolution Approving of the Independent Contractor Agreement for Basketball League Officiating Services Between the Hanover Park Park District and Official Finders, LLC.**

A motion was made by Commissioner Duesing and seconded by Commissioner Grima to approve Resolution #20-21-34 - A Resolution Approving of the the Independent Contractor Agreement for Basketball League Officiating Services Between the Hanover Park Park District and Official Finders, LLC, as presented.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

### **D. Resolution #20-21-35 – A Resolution Approving of the Independent Contractor Agreement for Inter-Village Soccer League Officiating Services Between the Hanover Park Park District and Official Finders, LLC.**

A motion was made by Commissioner Duesing and seconded by Commissioner Grima to approve Resolution #20-21-35 - A Resolution Approving of the the Independent Contractor Agreement for Inter-Village Soccer League Officiating Services Between the Hanover Park Park District and Official Finders, LLC, as presented.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**E. Resolution #20-21-36 – A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park Park District and Mike Patrick**

A motion was made by Commissioner Duesing and seconded by Commissioner Grima to approve Resolution #20-21-36 - A Resolution Approving of the the Independent Contractor Agreement Services Between the Hanover Park Park District and Mike Patrick, as presented.

The Board discussed why tennis pros were independent contractors with Executive Director O'Brien and Attorney Mraz, who provided the history behind the District's decision to contract tennis professional services at the recommendation of CPA Howard. At the Board's request, CCAC Manager Kress provided more in-depth information regarding the Club's financial history and how the Club Fund is a stand-alone fund and not under another fund, like the Recreation Fund and Corporate Fund, which directly receive tax revenues. Additionally, she explained that the Club Fund was created to bring in surplus revenue to cover deficits in other funds. She went on to discuss the benefits and challenges to entering into independent contractor agreements as opposed to being hired as full-time staff. Manager Santucci clarified that the District has transferred approximately \$400,000 over the course of eight (8) to ten (10) years from the Recreation and Corporate Funds into the Club Fund and are preparing to make another transfer in order to bring the Club Fund into a positive bottom line. CCAC Manager Kress stated it was the Club's goal to budget for and hire full-time tennis professionals as soon as the Club Fund can withstand that expense.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

An amended motion to approve the Resolution with Mike Patrick was made by Commissioner Duesing and seconded by President Elkins for Section One in the Resolution to be amended to read "Mike Patrick" instead of "Wesley Buhr".

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**F. Resolution #20-21-37 – A Resolution Awarding and Approving of the Mowing Services Agreement with Jaclynn, Inc. d/b/a Gilio Landscape Contractors**

A motion was made by Commissioner Duesing and seconded by Commissioner Grima to approve Resolution #20-21-37 - A Resolution Awarding and Approving of the Mowing Services Agreement with Jaclynn, Inc. d/b/a Gilio Landscaping Contractors, as presented.

Executive Director O'Brien informed the Board that the they were awarding the base bid along with Alternate #3A.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**G. Review and Motion to Approve Ordinance #20-21-08 – An Ordinance Abating the Tax Hereto Levied for the Year 2020 to Pay the Principal of and Interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2020A, of the Hanover Park Park District, DuPage and Cook Counties, Illinois**

A motion was made by Commissioner Grima and seconded by President Elkins to approve Ordinance #20-21-08 – An Ordinance Abating the Tax Hereto Levied for the Year 2020 to Pay the Principal of and Interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2020A, of the Hanover Park Park District, DuPage and Cook Counties, Illinois, as presented.

Attorney Mraz explained to the Board how the last Abatement Ordinance did not cover the Series 2020A Alternate Revenue Source bonds and therefore the District will need to abate the taxes levied on that bond issuance.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**CORRESPONDANCE**

None

**OTHER**

President Elkins highlighted the following dates and items:

- A. Next Foundation Meeting – Tuesday, March 23, 2021 @ 6pm - Zoom
- B. Good Friday – April 2, 2021 – District observed holiday, Community Center closed, CCAC open
- C. Consolidated Election Day – April 6, 2021
- D. Next Workshop Meeting – April 12, 2021 @ 7pm – Zoom
- E. Next Regular Board Meeting – April 19, 2021 @7pm – Zoom

President Elkins confirmed that the Foundation Meeting on March 23 will be at 7pm instead of 6pm.

Superintendent Cox provided the Board with a status update on the security camera project, to which staff is pursuing a more in-depth proposal from Pinnacle Services, Inc, which the District has worked with in the past for lighting updates and they have expertise in surveillance systems. Since the District has established a relationship with Pinnacle, this would make RFP processes unnecessary. Superintendent Cox further confirmed that Pinnacle has a history of providing bid spec services and understand that they will not be qualified to bid on the actual project.

President Elkins stated that the Board would not hold any further discussion or take any further actions at the conclusion of the Executive Session under section 2c1 of the Open Meetings Act.

**EXECUTIVE SESSION – 5 ILCS 120/2 (c) (1) – PERSONNEL**

A motion was made by President Elkins and seconded by Commissioner Grima to adjourn the March 22, 2021 Park Board of Commissioners Regular Board Meeting and enter into Executive Session under Section 5 ILCS 120/2 (c) (1), Personnel, at 7:58pm.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

A motion was made by President Elkins and seconded by Commissioner Grima to reconvene the 3/22/21 Special Meeting.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**ADJOURNMENT**

A motion was made by Commissioner Duesing and seconded by Commissioner Grima to adjourn the March 22, 2021 Board of Commissioners Regular Board Meeting at 9:39pm.

There being no further discussion the following answered:

Ayes:	5	All
Nays:	0	None
Abstain:	0	None

Motion carried.

Respectfully submitted,

Bob O'Brien  
Board Secretary  
BO:LAM