

**HANOVER PARK DISTRICT  
1919 WALNUT AVENUE  
HANOVER PARK, ILLINOIS 60133  
BOARD OF COMMISSIONERS WORKSHOP MEETING  
BOARD ROOM & ZOOM CONFERENCING APP  
MONDAY, DECEMBER 6, 2021 7:00 P.M.**

**MINUTES**

**CALL TO ORDER**

The Park Board of Commissioners Workshop Meeting of Monday, December 6, 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:	5	Commissioner Fuentez, Reilly, Mustafa, Vences, and President Elkins
Commissioners Absent:	0	None
Staff Present:	5	Executive Director O'Brien, Superintendent of Recreation Cox, Superintendent of Parks & Planning Bessette, Business Services Manager Santucci, Marketing & Communications Manager Gomez.
Staff Absent:	1	CCAC Manager Kress
Guests Present:	3	Sofia Castaneda, Blake Wittkamp, Chris Thompson

**APPROVAL OF THE AGENDA**

A motion was made by President Elkins and seconded by Commissioner Reilly to approve the Agenda, as presented. Motion and second were confirmed by President Elkins.

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

Ayes:	4	Commissioners Fuentez, Reilly, Vences, and President Elkins
Nays:	1	Commissioner Mustafa
Absent:	0	None

Motion carried

**MATTERS FROM THE PUBLIC**

Executive Director O'Brien confirmed for the record that no members of the public were present during this meeting and that he received no emails with questions or concerns for discussion during this portion of the meeting.

Commissioner Mustafa presented a matter from Mohammed Khan regarding cricket. He would like to know when he can come in and guarantee his rental space. President Elkins explained how the rental process works and applications will be accepted in January. Executive Director O'Brien further explained that only the Board can approve a contract and the suggestion was made that Mr. Khan be ready with a certificate of insurance and contract for the January 10 Workshop Meeting.

President Elkins made an apology to the Board for not treating Board members as the highly qualified individuals they are. He apologized and thanked the Board, stating again that he values and respects their opinions.

**STAFF REPORT**

**A. Introduction of Sofia Castaneda**

Superintendent Cox introduced Sofia Castaneda as the new Recreation Supervisor. She gave a recap of her experience with the District and her educational goals.

**B. Administration, Business Services, Marketing & Communication**

Manager Santucci reported Bond payments are coming due December 10 for 1.5 million and three Bonds will be retired.

Commissioner Reilly proposed that each Commissioner research a grant that would benefit the District. Commissioner Vences stated he is investigating a grant for a splash pad but was not ready to present

### **C. Parks & Planning**

Superintendent Bessette gave a re-cap of the Village meeting regarding zoning. He highlighted the areas the Village would like to see rezoned and developed and commented on the tax benefits this would bring to the District. President Elkins stated he is researching a grant pertaining to the re-insulation of public buildings and this might be something that would apply to the District's fabric dome. Superintendent Bessette reported that he is looking into a grant to replace the lights of the cricket field.

### **D. Recreation**

Superintendent Cox gave a re-cap of upcoming events. Manager Gomez discussed the Winter Playbook. He stated he would like to add a Pickleball Home Page to the District's web site. He would also like to add a QR code to each page of the playbook so the public can easily check for programming updates.

### **E. Centre Court Athletic Club**

Director of Tennis Thompson informed the Board that Fall II tennis lesson enrollment has increased 40% over last year and 20% over 2 years ago (pre pandemic). He added that two Pickleball Tournaments have been scheduled for December.

## **COMMITTEE UPDATES**

### **A. Athletic Club**

Commissioner Reilly questioned Director of Tennis Thompson about the availability of tennis courts for other programming on days other than Mondays. Director Thompson explained that tennis courts need to be available during peak times for Tennis Club members who wish to rent a court. A long discussion was held on the subject of programming the tennis courts for multiple uses.

Commissioner Mustafa left the meeting at 8:46pm

### **B. Long Range Planning**

President Elkins reported that he has discussed with Executive Director O'Brien utilizing Peter Murphy to work with the District on Master Planning. He also mentioned that he would like to see the District enter the Gold Medal Competition.

### **C. Finance**

President Elkins stated that CPA Howard has said that the District is doing "pretty good" at the moment.

## **LEGISLATIVE UPDATE**

No update

## **FINANCE / ADMINISTRATION**

### **A. Review Statement of Cash Receipts & Disbursements & Related Revenue/Projection Reports (May 1, 2021 through November 30, 2021)**

Manager Santucci gave the Board an overview of the Statement of Cash Receipts reporting the District is 58% through the fiscal year with approximately 79% of revenue in.

### **B. Capital Plan Discussion & Capital Projects Renovation Update**

~Priority List Update

~Ahlstrand Renovations Update

~Security Camera Project Update

Superintendent Cox gave an update on the Security Camera project, reporting that there is no delivery date yet.

## **RECREATION**

No discussion

## **PARKS**

### **A. Review Park Inspections**

Superintendent Bessette reports no serious problems.

### **B. Review Village Code Violations Quarterly Update**

No update

### **C. Community Center Roof Project Update**

Superintendent Bessette reported that all the roof drains and holes in the roof have been repaired at a cost of approximately \$40,000. The silicone that will be used on the roof has been ordered and that cost will be approximately \$25,000.

**D. Hollywood Activity Center & Seafari Springs House Demolition Updates**

Gary Degan & Associates, Environmental Consultants, have reported that both buildings have asbestos and need to be mitigated. Bids will go out for removal of the asbestos which needs to be done before demolition can proceed.

**E. Snow Event Protocols**

Superintendent Bessette stated that snow will be removed from stairs, ramps, and sidewalks. Snow covering the parking lots will only be removed when it is one inch or more.

**F. Seafari Springs Pump Replacement**

Superintendent Bessette reported that the ejector pumps at Seafari Springs will be replaced.

**CCAC**

No discussion

**CORRESPONDENCE**

None

**FUTURE EVENTS:**

**A. Park Business**

- ~Admin Team Meeting December 13, 2021 @ 10am – Board Room & Zoom
- ~Park Board Regular Meeting – December 13, 2021 @ 7pm – Board Room & Zoom
- ~HP Village EDC Meeting – December 14, 2021 @ 12:30pm – Village Hall
- ~HP Park Foundation Board Meeting – December 14, 2021 @ 7pm – Board Room & Zoom
- ~HPPD Staff Bowling & Lunch – December 17, 2021 @12pm - Midway Landing Bowling Alley, Bartlett
- ~Park Board Maintenance Committee Meeting – January 10, 2022 @ 7pm - Board Room & Zoom
- ~Park Board Workshop Meeting – January 10, 2022 @ 7pm – Board Room & Zoom
- ~Park Board Personnel Committee Meeting – January 24, 2022 – Board Room & Zoom
- ~Park Board Regular Meeting – January 24, 2022 @ 7pm – Board Room & Zoom

**B. Community Events**

- ~North Pole Express – December 10, 2021 @ 5:30pm
- ~Santa Visits – December 18, 2021 @ 10am

**C. Other Events**

- ~HP Village Workshop: Business Plan: Roadmap to Success – December 14, 2021 @10am – Village Hall
- ~Chamber Meeting – December 15, 2021 @ 10:30am
- ~HP Lions Club Meeting – December 15, 2021 @ 7pm
- ~HP Lions Club Christmas Baskets Distribution – December 18, 2021 @ 9am – Longmeadow Activity Center
- ~Christmas Eve Holiday – December 24, 2021
- ~Christmas Day Holiday – December 25, 2021

**ADJOURNMENT**

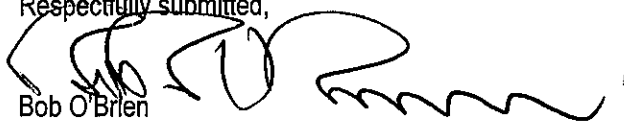
Without further discussion or action required within the public meeting, a motion was made by Commissioner Fuentes and seconded by Commissioner Reilly to adjourn the December 6,, 2021 Workshop Meeting at 10 pm.

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

Ayes:	4	Commissioners Fuentez, Reilly, Vences, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Mustafa

Motion carried.

Respectfully submitted,



Bob O'Brien  
Board Secretary  
BO:SL