

**HANOVER PARK PARK DISTRICT
1919 WALNUT AVENUE
HANOVER PARK, ILLINOIS 60133
BOARD OF COMMISSIONERS REGULAR MEETING
ZOOM CONFERENCING APP
MONDAY, NOVEMBER 23, 2020**

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

CALL TO ORDER

The Regular Board Meeting of Park Commissioners was called to order on Monday November 23, 2020 by President Elkins at 7:00pm.

Upon the roll being called, the following answered:

ROLL CALL

Commissioners Present:	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Commissioners Absent:	1	Commissioner Duesing
Staff Present:	6	Executive Director O'Brien, Superintendent of Recreation Cox, CCAC Manager Kress, Business Services Manager Santucci, Marketing & Communications Manager Gomez, and Executive Assistant & HR Mislevy
Staff Absent:	1	Superintendent of Parks & Planning Villar
Guests Present:	1	Attorney Mraz

APPROVAL OF THE AGENDA

A motion was made by Commissioner Fuentez and seconded by Commissioner Grima to approve the 11-23-20 Regular Board Meeting Agenda as presented.

President Elkins and Commissioner Grima discussed commissioner longevity recognition.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

MATTERS FROM THE PUBLIC

Executive Director O'Brien confirmed that there were no members of the public in attendance during this Zoom meeting and that he received no correspondence or questions through emails from the public.

APPROVAL OF THE MINUTES

A motion was made by Commissioner Grima and seconded by Commissioner Fuentez to approve the 10-12-20 Workshop Meeting Minutes, and 10-26-20 Regular Board Meeting Minutes, as presented.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

ATTORNEY'S REPORT

A motion was made by President Elkins and seconded by Commissioner Fuentez to table the Attorney's Report item of the agenda until Attorney Mraz arrives at the meeting.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

TREASURER'S REPORT

A motion was made by Commissioner Fuentez and seconded by Commissioner Grima to accept the Treasurer's Report for the month ending October 31, 2020, as presented. President Elkins confirmed the motion and second.

Manager Santucci informed the Board that the District earned approximately \$530 in interest in October and approximately \$118,644 in tax disbursement money. She further added that there were no changes to the Long Term Debt Report for the month of October.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

COMMITTEE REPORTS

A. Finance – Statement of Cash Receipts and Disbursements (May 1, 2020 through October 31, 2020)

A motion was made by Commissioner Fuentez and seconded by Commissioner Grima to accept the Statement of Cash Receipts and Disbursements May 1, 2020 through October 31, 2020, 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	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

Attorney Mraz entered the 11/23/20 Regular Board Meeting through the Zoom Conferencing App at 7:10pm.

WARRANT

A motion was made by Commissioner Fuentez and seconded by Commissioner Grima to approve Warrant #20-21-07 covering check numbers 80439-80470 from the Payroll Checking Account in the amount of \$175,944.71 and check numbers 63058-63130 from the General Corporate Checking Account in the amount of \$159,455.12 for a Grand Total Warrant in the amount of \$335,399.83.

President Elkins inquired if the District's contract with Constellation New Energy would be impacted by the District's agreement with Trane, to which Attorney Mraz confirmed it would not. Executive Director O'Brien assured the Board he would confirm when exactly the District's energy contract is up for renewal.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

ATTORNEY'S REPORT

A motion was made by President Elkins and seconded by Commissioner Grima to remove the Attorney's Report from the table and enter it into discussion, as presented.

Attorney Mraz confirmed that there was no new business to discuss regarding the Attorney's Report outside of items that are already on the agenda for the Board's consideration.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

UNFINISHED BUSINESS

A. Capital Projects Renovations Update – Priority & Location Reports

Manager Santucci informed the Board that the budgeted dollar amounts are the same on each the priority and location capital project renovations reports. In November, the District purchased a new snowplow and new fitness center equipment, items 9 and 25 respectively on the priority chart for capital project renovations. She added that the District is under budget by approximately \$49,700 for their Year 1 Capital Project plan.

B. Restore IL Phase 4 Tier 3 Mitigations Update – Supt Cox

Superintendent Cox, who also acts as the District's Safety Coordinator, informed the Board of the impacts that Tier 3 of the Restore Illinois Mitigation plan had on operations, including pausing all indoor general recreation programs, athletic activities are limited to one-on-one, and masks must be worn at all times while in District facilities, even while working out or participating in athletics. These changes were communicated with all District staff, participants, and patrons and further changes will continue to be communicated to all District stakeholders.

NEW BUSINESS

A. Resolution #20-21-20 – A Resolution Determining the Amounts of Money Exclusive of Election Costs Estimated to be Necessary to be Raised by Taxation Pursuant to the Proposed Levy of the Hanover Park Park District for the Fiscal Year Beginning May 1, 2020 and Ending April 30, 2021

A motion was made by Commissioner Grima and seconded by Commissioner Fuentez to approve Resolution #20-21-20, A Resolution Determining the Amounts of Money Exclusive of Election Costs Estimated to be Necessary to be Raised by Taxation Pursuant to the Proposed Levy of the Hanover Park Park District for the Fiscal Year Beginning May 1, 2020 and Ending April 30, 2021, as presented.

Attorney Mraz reminded the Board that the Board's passing of this Resolution is in preparation of their review and approval of the District's Tax Levy and Tax Abatement Ordinances and is an estimate of the tax levy amount. He further confirmed that the District's levy amount is below the threshold that would require a Truth in Taxation Public Hearing. President Elkins informed that the total estimated levy amount is \$2,393,663. Commissioner Grima asked if the pandemic will have an impact on the District's levy, to which Attorney Mraz responded that since these monies are revenues from property taxes, the changes for a negative impact are low.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

B. Resolution #20-21-21 – A Resolution Authorizing the Executive Director to Enhance and Expand Available Habitat for Monarch Butterflies and other Native Pollinators

A motion was made by Commissioner Grima and seconded by President Elkins to approve Resolution #20-21-21, A Resolution Authorizing the Executive Director to Enhance and Expand Available Habitat for Monarch Butterflies and other Native Pollinators, as presented.

Commissioner Grima asked if passing this Resolution would require additional signage for the monarch waystation and what the expense would be for that. Executive Director O'Brien responded that no additional signage would be needed at the monarch waystation until it is ready to be expanded.

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

Ayes	3	Commissioners Fuentez, Grima, and President Elkins
Nays:	1	Commissioner Morrison
Absent:	1	Commissioner Duesing

Motion carried.

C. Resolution #20-21-22 – A Resolution Approving of the Termination of the Independent Contractor Agreement Between the Hanover Park Park District and the Hoffman Estates Park District

A motion was made by Commissioner Grima and seconded by Commissioner Fuentez to approve Resolution #20-21-22, A Resolution Approving of the Termination of the Independent Contractor Agreement Between the Hanover Park Park District and the Hoffman Estates Park District, as presented.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

D. Resolution #20-21-23 – A Resolution Recognizing Commissioner Mark Elkins's 25 Years of Service on the Hanover Park Park District Board of Commissioners

A motion was made by Commissioner Grima and seconded by President Fuentes to approve Resolution #20-21-23, A Resolution Recognizing Commissioner Mark Elkins's 25 Years of Service on the Hanover Park Park District Board of Commissioners, as presented.

Commissioner Fuentez recited the Resolution recognizing President Elkins' 25 years of service in full. Attorney Mraz explained that recognition Resolutions were a tradition of the District's in order to honor longevity milestones of board members and full-time staff.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

E. Ordinance #20-21-04 – An Ordinance Authorizing the Sale of Certain Personal Property of the District for the 2004 Ford F-150 Heritage Pickup Truck

A motion was made by President Elkins and seconded by Commissioner Grima to approve Ordinance #20-21-04, An Ordinance Authorizing the Sale of Certain Personal Property of the District for the 2004 Ford F-150 Heritage Pickup Truck, as presented.

President Elkins explained that the purpose of this Ordinance was for the District to declare the 2004 Ford F-150 Heritage Pickup Truck as excess equipment that could then be sold.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

F. Board Direction – Approve IAPD/IPRA Credentials Certificate/Resolutions/Recommendations Designating the Delegates to the IAPD Annual Business Meeting 2021

A motion was made by Commissioner Grima and seconded by Commissioner Fuentez to approve the IAPD/IPRA Credentials Certificate/Resolutions/Recommendations Designating the Delegates to the IAPD Annual Business Meeting 2021, as presented.

The Board and Executive Director O'Brien discussed attendance to the totally virtual 2021 IAPD/IPRA State Conference and the IAPD Annual Business Meeting and arrived at a consensus for the following delegation order:

Delegate:	Commissioner Grima
Alternate 1:	President Elkins
Alternate 2:	Executive Director/Board Secretary O'Brien

President Elkins explained to Commissioner Grima how the Annual Business Meeting will go what his voting responsibilities will be during this meeting.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

G. Board Direction – Approve Park Board Meeting & Committee Meeting Schedule 2021

A motion was made by Commissioner Grima and seconded by President Fuentes to approve the Park Board Meeting & Committee Meeting Schedule for 2021, as presented.

President Elkins reminded the Board that the April Regular Board Meeting was rescheduled for April 19 and that the Committee Meetings schedule has been added for 2021.

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

Ayes	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

CORRESPONDANCE

None

OTHER

President Elkins highlighted the following dates and items:

- A. Thanksgiving – Thursday, Nov 26, 2020 – Community Center and CCAC closed
- B. Thanksgiving Friday – Nov 27, 2020 – Community Center closed, CCAC open
- C. Next Workshop Meeting – Dec 7, 2020 @ 7pm – Zoom

President Elkins added that an Ordinance, Rules, and Regulations Committee meeting has also been scheduled on Dec 7, 2020 at 6pm through the Zoom Conferencing App.

- D. Next Regular Board Meeting – Dec 14, 2020 @ 7pm – Zoom
- E. **Christmas Holiday Schedule:** Community Center Administration Offices closed Dec 24-25 and CCAC open until 2pm on Dec 24 and closed Dec 25
- F. Park Board Commission Election Petition Filing Period – Monday, Dec 14, 2020 until Monday, Dec 21, 2020 @ 5pm

ADJOURNMENT

A motion was made by Commissioner Fuentez and seconded by Commissioner Grima to adjourn the November 23, 2020 Board of Commissioners Regular Board Meeting at 7:38pm.

There being no further discussion the following answered:

Ayes:	4	Commissioners Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Absent:	1	Commissioner Duesing

Motion carried.

Respectfully submitted,

Bob O'Brien
Board Secretary
BO:LAM