

**HANOVER PARK DISTRICT
1919 WALNUT AVENUE
HANOVER PARK, ILLINOIS 60133
BOARD OF COMMISSIONERS WORKSHOP MEETING
ZOOM CONFERENCING APP
MONDAY, JUNE 14, 2021 7:00 P.M.**

MINUTES

CALL TO ORDER

The Park Board of Commissioners Workshop Meeting of Monday, June 14, 2021 was called to order by President Elkins at 7:02pm.

Upon the roll being called, the following answered:

ROLL CALL

Commissioners Present:	5	Commissioners Grima, Fuentez Mustafa, Reilly, and President Elkins
Commissioners Absent:	0	None
Staff Present:	6	Executive Director O'Brien, Superintendent of Recreation Cox, Superintendent of Parks & Planning Bessette, Business Services Manager Santucci, CCAC Manager Kress, and Marketing & Communications Manager Gomez
Staff Absent:	1	Executive Assistant & HR Mislevy
Guests Present:	2	CPA Howard and Village Trustee Bob Prigge

APPROVAL OF THE AGENDA

A motion was made by Commissioner Grima and seconded by Commissioner Fuentez 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:	5	Commissioners Fuentez, Grima, Mustafa, Reilly, and President Elkins
Nays:	0	None
Absent:	0	None

Motion carried.

MATTERS FROM THE PUBLIC

President Elkins confirmed for the record that there were no members of the public physically present in the Board Room, but that Bob Prigge, a Village of Hanover Park Trustee, was attending the meeting through Zoom. It was confirmed that Trustee Prigge is the new liaison to the District. No questions or comments were submitted to Executive Director O'Brien prior to the meeting.

STAFF REPORT

President Elkins provided the newly elected commissioners with an overview of the structure and purpose of the Staff Report. Executive Director O'Brien provided the Board with updates on the Trane Energy Project and NRG Demand Response Program, highlighting upcoming dates and timeframes the Community Center would be closed for HVAC installation and energy saving measures. There was also discussion about the condition of the tennis courts at Kamradt Park, with possible solutions presented.

LEGISLATIVE UPDATE

Executive Director O'Brien reported on two updates; (1) phase 5 will begin June 11 with social distancing and masks protocols still in place, and (2) updated All Sports Guidelines have been released.

VISION FOR THE DISTRICT

President Elkins spoke about the possibilities offered with new staff and new Board members at the Park District. He offered a tagline that he would like added to every Workshop agenda, "Hanover Park Park District is a Better Place to Play". Commissioners

offered their ideas on future events and programming. Commissioner Reilly stated she would like to see more collaboration between the District and Village.

A motion was made by President Elkins and seconded by Commissioner Grima to table further discussion on the Vision for the District until after Item 11.

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

Ayes:	5	Commissioners Fuentez, Grima, Mustafa, Reilly, and President Elkins
Nays:	0	None
Absent:	0	None

Motion carried.

FINANCE / ADMINISTRATION

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

Manager Santucci gave an overview of the Statement of Cash Receipts & Disbursements to the Board, highlighting how this was the first month of the 2021-2022 fiscal year. The tentative operating budget was added to this Statement as a reference but is subject to change between now and when the Board approves the final Ordinance. President Elkins asked staff to provide more information on how they arrived at the 2022 monthly budget figures for CCAC, to which CPA Howard responded was a combination of information provided by CCAC Manager Kress and revenue/expense trends over the past four (4) years.

B. Review the tentative operating budget for fiscal year 2021-2022 – CPA Howard

CPA Howard gave an overview of the 2021-2022 tentative operating budget, explaining how it is organized, the role of each fund, and how to assimilate the information provided. He highlighted that the recent changes surrounding operations at Seafari Springs would require further changes to this tentative budget, which would be made and re-presented to the Board before their final review and approval. Closing discussion on this item, CPA Howard announced that the 2021-2022 tentative operating budget was now available for public inspection and could be found on the District's website or could be requested from Community Center front desk staff.

C. Capital Plan Discussion and Capital Projects Renovations Update:

- i. By Priority Report
- ii. Ahlstrand Renovation Project Report

Manager Santucci explained to the Board the Needs Assessment Plan and how it is listed by priority. She also explained that funds for this plan came from a 2019 2.5 million dollar bond issue. She also confirmed that at this point in time the District is under budget by approximately \$56,000 for Year 1 of the Capital Plan. Superintendent Cox then reported that Ahlstrand has received the furniture ordered for the renovation. Upcoming projects include upgrading the area around the building and repairs to the parking lot.

D. Review Ordinance #21-22-01 – An Ordinance Creating Various Standing Advisory Committees to the Board of Park Commissioners of Hanover Park Park District

President Elkins explained that this ordinance changes the way committees are assigned and formed. Committees will be appointed by the Board President with the advice and consent of Board members. Committees include two Board members and one staff member.

E. Review 2021-2022 Board Committee Assignments/Officers

President Elkins indicated that he will nominate Commissioner Grima to be Vice President of the Board at the next Regular Board Meeting and would like to continue as President of the Board. Committee assignments will be decided at the June regular board meeting.

F. Review and discuss appointment of annual NWSRA Member District Representative

Appointment of a NWSRA representative is an annual appointment, typically the representative is the Executive Director of the Park District with the Superintendent of Recreation being the alternate representative. The selection will be made at the June 28, 2021 Regular Board Meeting.

G. Discuss commissioner attendance at industry conferences

President Elkins discussed repealing an ordinance that restricts a Board member from attending more than one conference per year. He would like the conferences to become a budget item under the Executive Director's direction.

H. Discuss Park Board photos 2021 – June 28, 2021 from 5:30-7pm

Executive Director O'Brien gave details on the photo shoot that will be held before the June 28, 2021 Board Meeting. There will be individual head shots and a group photo, with outdoor pictures a possibility.

I. Discuss scheduling a Parks Tour Special Meeting

Executive Director O'Brien suggested that the Parks Tour Special Meeting happen sometime in mid-July to late August on a Saturday. He stated that there are 18 parks to visit and the tour could be expected to take all day.

RECREATION

A. Security Cameras Project Update

Superintendent Cox reported that she has prepared the bid and IKON and Attorney Mraz have reviewed it. Once the bid is finalized the District will make it open to bidders and IKON will review submissions to make a final recommendation on a vendor. This will include the Community Center and Ahlstrand with Longmeadow being an alternate site since it was not included in the original budget.

B. Seafari Springs Aquatic Center operations and maintenance update

Superintendent Cox reported that 23 guards have been hired with 15 more interviews scheduled. There is one instructor on staff for guard training. She confirmed Seafari Springs will open on July 3rd for weekends only at this time. Maintenance staff reports that the pool looks great, the water is in good condition, and the landscaping is in good shape.

PARKS

A. Review Park Inspections

Superintendent Bessette reported that the main leak at Seafari Springs has been fixed but the pool is still leaking approximately 8,000-10,000 gallons of water a day, which isn't uncommon for a pool of this age.

B. Village of Hanover Park Code Violations Quarterly Update

Superintendent Bessette reported that there is still a lot of work to do to complete the list. He stated that work on the violations list will recommence once repairs at Seafari Springs are finished.

C. Monarch Butterfly Waystation Update

Superintendent Bessette reported that NWSRA was recently checking the Waystation for monarch eggs, but didn't spot any. He then informed the Board that staff will be transplanting materials from the parking lot islands to areas around the building and replace those plants with plants that are more salt tolerant.

D. Review and Motion to Approve Trane Energy Program change order for lighting

Superintendent Bessette reported that the audit done on the light fixtures found that 90% of the fixtures needed to be replaced, the remaining 10% had been replaced by staff. He proposes that all the lighting fixtures be uniform, to that end Trane will purchase the fixtures for the Park District at a cost of approximately \$9,500 and staff will do the labor.

CCAC

None

CORRESPONDENCE

None

A motion was made by President Elkins and seconded by Commissioner Grima to table discussion on Vision for the Park District to the next Regular Board Meeting.

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

Ayes:	5	Commissioners Fuentez, Grima, Mustafa, Reilly, and President Elkins
Nays:	0	None
Absent:	0	None

Motion carried.

President Elkins highlighted the following items:

- A. Next Regular Board Meeting – Monday, June 28, 2021 @7pm – Board Room & Zoom
- B. Independence Day – Sunday, July 4, 2021 – FT staff holiday observed on Monday, July 5, 2021 –Community Center and CCAC closed
- C. Next Workshop Meeting – July 12, 2021 @7pm – Board Room & Zoom

EXECUTIVE SESSION – SECTION 5 ILCS 120/2 (c)(21) – Review of 4/12/21 Executive Session Minutes

A motion was made by President Elkins and seconded by Commissioner Reilly to table review of the April 12, 2021 Executive Session Minutes to the June 28, 2021 Regular Board Meeting.

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

Ayes:	5	Commissioners Fuentez, Grima, Mustafa, Reilly, and President Elkins
Nays:	0	None
Absent:	0	None

Motion carried.

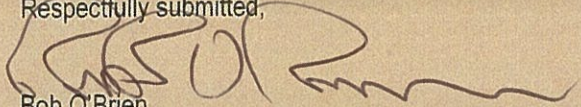
ADJOURNMENT

Without further discussion or action required within the public meeting, a motion was made by Commissioner Grima and seconded by Commissioner Reilly to adjourn the June 7, 2021 Workshop Meeting at 10:36pm.

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

Ayes:	5	Commissioners Fuentez, Grima, Mustafa, Reilly, and President Elkins
Nays:	0	None
Absent:	0	None

Respectfully submitted,



Bob O'Brien
Board Secretary
BO:LAM