

**HANOVER PARK PARK DISTRICT
1919 WALNUT AVENUE
HANOVER PARK, ILLINOIS 60133**

**BOARD OF COMMISSIONERS REGULAR MEETING
MONDAY, AUGUST 23, 2021**

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

CALL TO ORDER

The Regular Board Meeting of Park Commissioners was called to order on Monday, August 23, 2021 by Executive Director O'Brien at 7:00pm.

Upon the roll being called, the following answered:

ROLL CALL

Commissioners Present:	5	Commissioners Fuentez, Grima, Mustafa, Reilly, and President Elkins
Commissioners Absent:	0	None
Staff Present:	7	Executive Director O'Brien, Superintendent of Recreation Cox, Superintendent of Parks & Planning Bessette, CCAC Manager Kress (arrived at 7:08pm), Business Services Manager Santucci, Marketing & Communications Manager Gomez, and Executive Assistant & HR Mislevy
Staff Absent:	0	None
Guests Present:	2	Attorney Mraz and Tracy Crawford (NWSRA Executive Director)

APPROVAL OF THE AGENDA

A motion was made by Commissioner Grima and seconded by Commissioner Reilly to approve the agenda, as presented.

President Elkins stated that he did not see any minutes which needed to be released, so he didn't see a need to hold an Executive Session, but Attorney Mraz confirmed that there was one (1) set of minutes which he recommends be released.

A motion was made by President Elkins and seconded by Commissioner Grima to amend the agenda, striking Item 15, Executive Session – Section 5 ILCS 120/2 (c) (21) – Review of Executive Session Minutes for Possible Release.

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
Abstain:	0	None

Motion carried.

President Elkins then called for a roll on the approval of the agenda, as amended.

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
Abstain:	0	None

Motion carried.

RESOLUTION #21-22-11 – A RESOLUTION RATIFYING THE 2022 ASSESSMENT BETWEEN THE HANOVER PARK DISTRICT AND NORTHWEST SPECIAL RECREATION ASSOCIATION (NWSRA)

A motion was made by President Elkins and seconded by Commissioner Grima to approve Resolution #21-22-11 – A Resolution Ratifying the 2022 Assessment Between the Hanover Park District and Northwest Special Recreation Association (NWSRA), as presented.

Tracey Crawford, NWSRA Executive Director, opened discussion with an overview on the services NWSRA has to offer and how the agency sustained operations through the COVID-19 pandemic, supporting individuals with special needs, as well as continuing to work with member districts.

CCAC Manager Kress entered the August 23, 2021 Regular Board Meeting through the Zoom Conferencing App at 7:08 pm

Tracey Crawford, then discussed plans for the future as part of NWSRA's strategic plan. Lastly, Tracey Crawford discussed the MDAA and informed the Board that all member contributions have been frozen at the 2019 amount during these difficult times.

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
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.

APPROVAL OF THE MINUTES

A motion was made by Commissioner Grima and seconded by Commissioner Reilly to approve the July 12, 2021 Special Meeting Minutes, July 26, 2021 Regular Board Meeting Minutes, July 26, 2021 Amended 2020-2021 Budget & Appropriation Ordinance Public Hearing Minutes, July 26, 2021-2022 Budget & Appropriation Ordinance Public Hearing Minutes, as presented.

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
Abstain:	0	None

Motion carried.

ATTORNEY'S REPORT

Attorney Mraz informed the Board that an open bid notice for the Security Camera Project was posted in the newspaper and on the District's website this past Friday. He added that this project would be for new security camera installation at the Community Center, Ahlstrand Fieldhouse, Seafari Springs Aquatic Center, with an alternate additional location of Longmeadow Activity Center. Those interested in submitted a bid can find the project manual and full specs on the District's website.

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 July 31, 2021, as presented.

Manager Santucci informed the Board that the District received \$59,888.97 in tax disbursements from DuPage County and \$177 in interest for the month of July.

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
Abstain:	0	None

Motion carried.

COMMITTEE REPORTS

A. Finance – Statement of Cash Receipts and Disbursements (May 1, 2021 through July 31, 2021)

A motion was made by Commissioner Fuentez and seconded by Commissioner Reilly to accept the Statement of Cash Receipts and Disbursements May 1, 2021 through July 31, 2021, as presented.

Manager Santucci reminded the Board that the District is one quarter through its fiscal year.

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
Abstain:	0	None

Motion carried.

WARRANT

A motion was made by Commissioner Fuentez and seconded by Commissioner Reilly to approve Warrant #21-22-04 covering check numbers 80704-80793 from the Payroll Checking Account in the amount of \$194,358.28 and check numbers 63805-63899 from the General Corporate Checking Account in the amount of \$433,539.94 for a Grand Total Warrant in the amount of \$627,898.22, as presented.

Manager Santucci confirmed to the Board that the District has one more payment to be made for the Trane Energy Project and that the District received a small discount for submitting their payments early. Superintendent Bessette explained how the energy savings program works as a reimbursement program from Trane.

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
Abstain:	0	None

Motion carried.

OLD BUSINESS

A. Motion to approve 2021-2022 Board Committee Meetings Schedule

A Motion was made by Commissioner Grima and seconded by Commissioner Reilly to approve the 2021-2022 Board Committee Meetings Schedule, as presented.

Executive Director O'Brien clarified to the Board that this current schedule is only for the 2021 year, then the 2022 committee schedule will be released along with the 2022 Park Board Meeting Schedule.

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
Abstain:	0	None

Motion carried.

B. Schedule 2021 Parks Tour Discussion

There was consensus from Board members that the Parks Tour would be held on Saturday, September 18, 2021 from 9am to 5pm, with the District providing breakfast and lunch.

C. Board Photos selection discussion

Commissioner Mustafa and President Elkins asked Executive Assistant & HR Mislevy to choose their individual photos, while there was consensus on the choice of the group photo. Manager Gomez confirmed that the photos would be included in the Winter Playbook.

NEW BUSINESS

A. Resolution #21-22-12 – A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park District and Hot Shot Sports, LLC

A motion was made by Commissioner Grima and seconded by Commissioner Fuentez to approve Resolution #21-22-12 - A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park District and Hot Shot Sports, LLC, as presented.

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
Abstain:	0	None

Motion carried.

B. Resolution #21-22-13 – A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park District and Young Grasshopper, LLC D/B/A Code Ninjas Bartlett

A motion was made by Commissioner Grima and seconded by Commissioner Reilly to approve Resolution #21-22-13 - A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park District and Young Grasshopper, LLC D/B/A Code Ninjas Bartlett, as presented.

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
Abstain:	0	None

Motion carried.

C. Review and Motion to Approve Resolution #21-22-14 – A Resolution Approving of an Amendment to Goal #7 of the Strategic Plan of the Hanover Park District

A motion was made by Commissioner Grima and seconded by Commissioner Reilly to approve Resolution #21-22-14 - A Resolution Approving of an Amendment to Goal #7 of the Strategic Plan of the Hanover Park District, as presented.

Executive Director O'Brien informed the Board that this was recommended by Upland Design, the consulting organization who is guiding the District through the OSLAD grant application. President Elkins added that this action is common for local government agencies, especially in the pursuit of grant funding.

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
Abstain:	0	None

Motion carried.

CORRESPONDANCE

None

OTHER

- A. Labor Day – Monday, September 6, 2021 – All FT staff off, Community Center & CCAC closed
- B. Next Workshop Meeting – September 13, 2021 @ 7pm – Board Room & Zoom
- C. Next Regular Board Meeting – September 27, 2021 @ 7pm – Board Room & Zoom

EXECUTIVE SESSION – SECTION 5 ILCS 120/2 (C)(21) – REVIEW OF EXECUTIVE SESSION MINUTES FOR POSSIBLE RELEASE

The Board approved the amended August 23, 2021 Regular Board Meeting Agenda, which removed this item, therefore the Board didn't adjourn into Executive Session.

RESOLUTION #21-22-15 – A RESOLUTION APPROVING OF EXECUTIVE SESSION MINUTES AND DETERMINING WHICH MINUTES TO RELEASE OR HOLD

A motion was made by President Elkins and seconded by Commissioner Grima to approve Resolution #21-2215 – A Resolution Approving of Executive Session Minutes and Determining Which Minutes to Release or Hold, as presented.

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
Abstain:	0	None

Motion carried.

Commissioner Mustafa expressed his concerns regarding staff leaving District-hosted events early, especially if there are issues such as the lighting. He reiterated the importance of there being Board and staff representation at these events; this particular event was a cricket tournament championship rental. Superintendent Bessette stated that the lights were turned off at the time specified by the contract and by his direction, but that if he were to get a call in the future, he would authorize an extension under certain circumstances. Commissioner Mustafa shared with the Board that he knew of lighting contractors that could upgrade the District's outdoor lighting and that he will have that individual get in touch with District staff.

Commissioner Reilly asked for a calendar of all District events, to which Executive Director O'Brien informed her staff would provide the whole Board with an events calendar soon.

ADJOURNMENT

A motion was made by President Elkins and seconded by Commissioner Grima to adjourn the August 23, 2021 Board of Commissioners Regular Board Meeting at 8:45pm.

There being no further discussion the following answered:

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

Motion carried.

Respectfully submitted,



Bob O'Brien
Board Secretary
BO:LAM

