

**HANOVER PARK DISTRICT  
1919 WALNUT AVENUE  
HANOVER PARK, ILLINOIS 60133  
BOARD OF COMMISSIONERS WORKSHOP MEETING  
ZOOM CONFERENCING APP  
MONDAY, FEBRUARY 14, 2022 7:00 P.M.**

**MINUTES**

**CALL TO ORDER**

The Park Board of Commissioners Workshop Meeting of Monday, February 14, 2022 was called to order by President Elkins at 7:00pm

Upon the roll being called, the following answered:

**ROLL CALL**

|                        |   |   |
|------------------------|---|---|
| Commissioners Present: | 4 | Commissioners Reilly, Mustafa, Vences, and President Elkins   |
| Commissioners Absent:  | 1 | Commissioner Fuentes  |
| Staff Present:         | 7 | Executive Director O'Brien, Superintendent of Recreation Cox, Manager Superintendent of Parks & Planning Bessette, CCAC Manager Kress, and Marketing & Communications Manager Gomez |
| Staff Absent:          | 1 | Business Services Manager Santucci  |
| Guests Present:        | 1 | CPA Howard  |

**APPROVAL OF THE AGENDA**

A motion was made by Commissioner Reilly and seconded by Commissioner Vences 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 Reilly, Mustafa, Vences, and President Elkins |
| Nays:   | 0 | None  |
| Absent: | 1 | Commissioner Fuentes  |

Motion carried.

**MATTERS FROM THE PUBLIC**

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

Commissioner Mustafa asked for an update on the status of the Casa cricket contract. Executive Director O'Brien stated that the contracts would be approved at the next Regular Board Meeting, February 28<sup>th</sup>.

**STAFF REPORT**

**A. Administration**

Executive Director O'Brien gave an update on the COVID requirements from the state and Cook County, reporting that rules should be relaxed at the end of the month. He added that he has sent a letter to the Village of Hanover Park asking to waive Seafai Springs water fees for this summer, with no response yet.

**B. Business Services**

No report

**C. Marketing & Communication**

Manager Gomez reported that the Spring Playbook has been completed.

#### **D. Parks & Planning**

Superintendent Bessette gave a short recap on building improvements, including painting of the interior.

#### **E. Recreation**

Superintendent Cox gave an overview of upcoming Spring and Summer events. She reported that School District U-46 will be making payments for students of U-46 to attend HPPD Summer Camp. She added that rentals have increased by 21% over last year.

#### **F. Centre Court Athletic Club**

Manager Kress reported an increase in tennis lesson revenue and also an increase in tennis court time revenue.

### **COMMITTEE UPDATES**

#### **A. Maintenance**

Superintendent Bessette reported that the committee discussed the direction the District is moving in and the possible availability of grants.

#### **B. Personnel**

Commissioner Reilly reported that the committee is studying the vehicle use policy and it will be discussed at the next workshop. The committee is also reviewing a vaccine mandate policy.

#### **C. Athletic Club**

Commissioner Reilly reported that the meeting was moved to May 9, 2022.

### **LEGISLATIVE UPDATE**

Executive Director O'Brien informed the Board the state has a bill pending that would raise the bid limits from 25K to 30K.

### **FINANCE / ADMINISTRATION**

#### **A. Review Statement of Cash Receipts & Disbursements & related revenue/projection reports (May 1, 2021 through January 31, 2022).**

CPA Howard reported that the District is 75% through the fiscal year with 84% of budgeted revenue in. He added that the final 25% of tax revenue is expected in March.

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

i. By Priority Report

ii. Security Camera Project Update

Superintendent Cox reported that there are 83 cameras with 53 in the Community Center. Seafari is now being worked on and the parking lot has not been started.

#### **C. IAPD/IPRA Conference Recap**

Superintendent Bessette informed the Board that the common theme he heard from other Districts was problems related to the pandemic and the struggle to survive.

### **RECREATION**

None

### **PARKS**

#### **A. Review Contractual Mowing Bids**

Superintendent Bessette stated that 6 bids were received. In reviewing the bids he came to the conclusion that mowing can be done in-house for a lesser cost and an equal job performance.

**B. Asbestos Abatement Update**

Superintendent Bessette reported that the two buildings should be completed in the next few days in preparation for demolition in May.

**C. Review Park Inspections**

Superintendent Bessette stated that there was nothing noteworthy to report.

**D. Village Code Violations Update**

Superintendent Bessette stated the demolition of the two buildings would remove many violations from the report.

**CCAC**

None

**CORRESPONDENCE**

Executive Director O'Brien presented two letters received, one complimenting Kimber Sparks, pickleball instructor, and the second commenting on the negative appearance of some District parks.

**FUTURE EVENTS**

**A. Park Business**

- ~ President's Day – February 21, 2022 – FT staff holiday, Community Center & CCAC open
- ~ IAPD Virtual Joint Legislative Breakfast – February 28, 2022 @ 10:30am
- ~ Admin Team Meeting – February 28, 2022 @ 1pm – Board Room & Zoom
- ~ Park Board Personnel Committee Meeting – February 28, 2022 @ 5pm – Board Room
- ~ Park Board Regular Meeting – February 28, 2022 @ 7pm – Board Room & Zoom
- ~ Admin Team Meeting – March 14, 2022 @ 10am – Board Room & Zoom
- ~ Park Board Long Range Planning Committee Meeting – March 14, 2022 @ 5pm – Board Room
- ~ Park Board Workshop Meeting – March 14, 2022 @ 7pm Board Room & Zoom
- ~ HP Park Foundation Board Meeting – March 22, 2022 @ 7pm – Board Room
- ~ Admin Team Meeting – March 28, 2022 @ 10am – Board Room & Zoom
- ~ Park Board Finance Committee Meeting – March 28, 2022 @ 5pm – Board Room & Zoom
- ~ Park Board Regular Meeting – March 28, 2022 @ 7pm – Board Room & Zoom

**B. Community Events**

- ~ NWSRA-SLSF Hybrid Gold Medal Fashion Show – February 27, 2022 @ 10:30am – Belvedere Banquets, Elk Grove Village

**C. Other Events**

- ~ Chamber Meeting – February 16, 2022 @ 10:30am
- ~ HP Lions Club Meeting – February 16, 2022 @ 7pm
- ~ Daylight Savings Time begins – March 13, 2022
- ~ Spring Begins – March 20, 2022

**ADJOURNMENT**

Without further discussion or action required within the public meeting, a motion was made by Commissioner Reilly and seconded by Commissioner Vences to adjourn the February 14, 2022 Workshop Meeting at 9:17pm.

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

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

Motion carried.

Respectfully submitted,



Bob O'Brien  
Board Secretary  
BO:SL