

**HANOVER PARK PARK DISTRICT  
1919 WALNUT AVENUE  
HANOVER PARK, ILLINOIS 60133  
BOARD OF COMMISSIONERS REGULAR MEETING  
ZOOM CONFERENCING APP  
MONDAY, October 26, 2020**

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

**CALL TO ORDER**

The Regular Board Meeting of Park Commissioners was called to order on Monday October 26, 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:	7	Executive Director O'Brien, Superintendent of Parks & Planning Villar, CCAC Manager Kress, Superintendent of Recreation Cox, Business Services Manager Santucci, Marketing & Communications Manager Gomez, and Executive Assistant & HR Mislevy
Staff Absent:	0	None
Guests Present:	3	Attorney Mraz, Lee Howard CPA, Mark Jeretina, Speer Financial

After bringing the meeting to order, President Elkins read from the Bond Ordinance script, briefly summarizing the Ordinance itself, the scope and purpose of the bonds, and explaining when the Board will be voting on its adoption later in this meeting.

**APPROVAL OF THE AGENDA**

A motion was made by Commissioner Fuentes and seconded by Commissioner Grima to approve the 10-26-20 Regular Board Meeting Agenda 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.

**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 9-24-20 Workshop Meeting Minutes, and 9-28-20 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**

Attorney Mraz confirmed that there was no new business to discuss regarding the Attorney's Report.

### **TREASURER'S REPORT**

A motion was made by Commissioner Fuentez and seconded by President Elkins to accept the Treasurer's Report for the month ending September 30, 2020, as presented. President Elkins confirmed the motion and second.

Manager Santucci informed the Board that the District earned \$616.24 in interest in September and \$693,693 in tax disbursement money has been received from DuPage County, accounting for 95% of tax money from that county. She stated that Cook County Tax disbursement money is expected in Mach 2021. She further added that there were no changes to the Long Term Debt Report.

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 September 30, 2020) and related revenues/projection reports.

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 September 30 2020, as presented. President Elkins confirmed this motion and second for the record.

CPA Howard provided highlights of the District's funds through September 2020. The District is at 62% of budget revenues and 42% of budgeted expenditures with a surplus in the General and Rec funds. He stated Capitol Project expenditures have started to come through. CPA Howard reported that CCAC is exceeding year-to-date revenue goals for September and that indoor tennis lessons bring in 70% of CCAC's overall revenue. He added that Rec has been heavily impacted by restrictions imposed by the state.

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.

### **WARRANT**

A motion was made by Commissioner Fuentez and seconded by Commissioner Grima to approve Warrant #20-21-06 covering check numbers 80421-80438 from the Payroll Checking Account in the amount of \$110,140.14 and check numbers 62964-63057 from the General Corporate Checking Account in the amount of \$516,806.32 for a Grand Total Warrant in the amount of \$626,946.46.

President Elkins inquired about the possibility of recovering money returned to the state from the OSLAD Grant. Executive Director O'Brien responded that the state said no and that he tried to get projects re-scoped but the state held firm with it's no answer.

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. The Board discussed the General Election Holiday on November 3, 2020.**

Executive Assistant & HR Mislevy and Superintendent Cox outlined the District's operations plan for the November 3<sup>rd</sup> Election Day. The District will have a sectioned off designated voting area and staff will be required to enter at a separate entrance, as well as anyone who is eligible to work from home will do so to keep occupancy down. There will also be a designated bathroom for voters and there will be additional sanitizing and cleaning. Superintendents and Supervisors were encouraged to work with any staff who have concerns about day-of voting and to come up with a plan prior to Election Day.

A motion was made by President Elkins and seconded by Commissioner Fuentez to remain open on Election Day, November 3, 2020.

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. Discuss Reverse Review Template Decision**

Executive Director O'Brien outlined to the Board the timeline for implementing the Reverse Review Template, with the process starting in January 2021. The Administration Team will use the template to review the Executive Director, then if this process proves beneficial and effective, the Administration Team will be reviewed by their immediate subordinates using the same template.

### **NEW BUSINESS**

**A.** A motion was made by Commissioner Fuentez and seconded by Commissioner Grima to approve Ordinance #20-21-03 providing for the issue of \$599,875 General Obligation Limited Tax Park Bonds, Series 2020B and \$225,120 Taxable General Obligation Limited Tax Park Bonds, Series 2020C, of the Hanover Park District, DuPage and Cook Counties, Illinois, as presented.

Following the Bond Ordinance script verbatim, President Elkins asked the Board if they had any discussion regarding Ordinance #20-21-03. After confirming the Board had no further discussion on the Ordinance, President Elkins then asked if Mark Jeretina of Speer Financial would provide more information on the size and structure of the bond issue in question. Mark Jeretina first detailed the low bid offered for each issue was from McHenry Savings Bank, why each bid was beneficial for the District, how much of these issues have been allocated to pay off previous bonds, and the amount of remaining monies that would be available as revenues for the District.

President Elkins continued to follow script and asked Attorney Mraz to summarize Ordinance #20-21-03. Attorney Mraz explained how and where Ordinance #20-21-03 states the information provided by Mark Jeretina and where it indicates the differences between the tax exempt series 2020B bonds and taxable series 2020C bonds. This Ordinance also lists out the previous bonds that the District is paying debt service on from this bond issuance, spells out the principal of the bonds, and states the purpose of said bonds. Attorney Mraz also indicated where the Ordinance outlined filing requirements and record keeping requirements.

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
Abstain:	1	Commissioner Duesing

Motion carried

**B. Resolution #20-21-18 – A Resolution Approving of the Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds Between the County of Cook and the Hanover Park Park District**

A motion was made by Commissioner Grima and seconded by President Fuentes to approve Resolution #20-21-18, A Resolution Approving of the Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds Between the County of Cook and the Hanover Park Park District, as presented.

Executive Director O'Brien reminded the Board that this was for COVID-19 financial relief and similar to the inter-governmental agreement the District entered into with DuPage County.

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.

**C. Resolution #20-21-19 – A Resolution Awarding the Contract for the Ahlstrand Field House Flooring Project and Approving the Agreement Between the Hanover Park Park District and Mazarini, Inc. For Said Project**

A motion was made by Commissioner Grima and seconded by President Fuentes to approve Resolution #20-21-19 A Resolution Awarding the Contract for the Ahlstrand Field House Flooring Project and Approving the Agreement Between the Hanover Park Park District and Mazarini, Inc. For Said Project, 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.

**CORRESPONDANCE**

None

**OTHER**

President Elkins highlighted the following dates and items:

- A. Election Day – Tuesday, November 3, 2020
- B. Next Workshop Meeting – November 9, 2020 @ 7pm – Zoom Conferencing App
- C. Next Regular Board Meeting – November 23, 2020 @ 7pm – Zoom Conferencing App
- D. Thanksgiving – Thursday, November 26, 2020 – Community Center and CCAC closed
- E. Thanksgiving Friday – November 27, 2020 - Community Center closed, CCAC open

Commissioner Grima congratulated the Rec staff on a successful Trunk-or-Treat event. Attorney Mraz confirmed signing of bond documents and filing with Cook and DuPage Counties.

**ADJOURNMENT**

A motion was made by Commissioner Grima and seconded by Commissioner Fuentes to adjourn the October 26, 2020 Board of Commissioners Regular Board Meeting at 7:42pm.

There being no further discussion the following answered:

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

Motion carried.

Respectfully submitted,

Bob O'Brien  
Board Secretary  
BO:LAM