

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

**BOARD OF COMMISSIONERS REGULAR MEETING  
ZOOM CONFERRING APP VIRTUAL MEETING  
MONDAY, AUGUST 24, 2020**

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

**CALL TO ORDER**

The Regular Board Meeting of Park Commissioners was called to order on Monday, August 24, 2020 by President Elkins at 7:00pm. Upon the roll being called, the following answered:

**ROLL CALL**

Commissioners Present:	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Commissioners Absent:	0	None
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:	1	Attorney Mraz (arrived at 7:02pm)

**APPROVAL OF THE AGENDA**

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

Commissioner Morrison began a discussion about an agenda item to be included in this Board meeting, an update on Goal 3 of the Executive Director's Goals and Objectives. Executive Director O'Brien stated that he would be giving monthly updates on his Goals and Objectives at workshop meetings.

Attorney Mraz entered the 8/24/20 regular Board meeting thru Zoom at 7:02pm.

President Elkins, Commissioner Morrison, and Executive Director O'Brien discussed the Board's role in managing the Executive Director and tracking the progress of said Goals and Objectives. President Elkins agreed that Executive Director O'Brien would provide updates at all workshop meetings.

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

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

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 Duesing and seconded by Commissioner Fuentes to approve the 7-13-20 Workshop Meeting Minutes, 7-27-20 Budget and Appropriations Public Hearing Minutes, and 7-27-20 Regular Board Meeting Minutes, as presented.

President Elkins pointed out a mistake in the 7/27/20 regular Board Meeting minutes that required updating his title in order for the minutes to be approved.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentes, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

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 Fuentes and seconded by Commissioner Duesing to accept the Treasurer's Report for the month ending July 31, 2020, as presented. President Elkins confirmed the motion and second.

Manager Santucci highlighted that the District received approximately \$210,640 in tax revenue. She added that the 2020A Series General Obligation Bond debt schedule was added to the back of this report.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentes, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

## **COMMITTEE REPORTS**

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

A motion was made by Commissioner Fuentes and seconded by Commissioner Duesing to accept the Statement of Cash Receipts and Disbursements May 1, 2020 through July 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	5	Commissioners Duesing, Morrison, Fuentes, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

## **WARRANT**

A motion was made by Commissioner Fuentes and seconded by Commissioner Duesing to approve Warrant #20-21-04 covering check numbers 80382-80402 from the Payroll Checking Account in the amount of \$106,120.28 and check numbers 62757-62844 from the General Corporate Checking Account in the amount of \$192,454.44 for a Grand Total Warrant in the amount of \$298,547.72 President Elkins confirmed this motion and second for the record.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentes, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**NEW BUSINESS**

**A. Resolution #20-21-09** – A Resolution Approving of Executive Session Minutes and Determining Which Minutes to Release or Hold.

A motion was made by Commissioner Duesing and seconded by Commissioner Fuentez to approve Resolution #20-21-09, A Resolution Approving of Executive Session Minutes and Determining Which Minutes to Release or Hold, as presented. President Elkins confirmed the motion and second.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**B. Resolution #20-21-10** – A Resolution Approving of the PACT Agreement Between the Hanover Park Park District and Trane U.S., Inc

A motion was made by Commissioner Duesing and seconded by Commissioner Grima to approve Resolution #20-21-10, A Resolution Approving of the PACT Agreement Between the Hanover Park Park District and Trane U.S., Inc., as presented.

Executive Director O'Brien reminded the Board that the District was looking to work with Trane on the Energy Savings Program outlined in the PACT agreement currently up for consideration. President Elkins congratulated Executive Director O'Brien, key staff leading this project, and Attorney Mraz for bringing this agreement to the Board since it would provide energy savings and new equipment like HVAC, and lighting.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**C. Resolution #20-21-11** – A Resolution Ratifying the 2021 Assessment Between the Hanover Park Park District and the Northwest Special Recreation Association (NWSRA)

A motion was made by Commissioner Duesing and seconded by President Elkins, to approve Resolution #20-21-11, A Resolution Ratifying the 2021 Assessment Between the Hanover Park Park District and the Northwest Special Recreation Association (NWSRA), as presented.

Executive Director O'Brien gave the Board a recap of NWSRA's Member District Assessment and reminded that there was no increase in member dues from the year prior.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**D. Resolution #20-21-12** – A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park Park District and Hot Shots, LLC

A motion was made by Commissioner Duesing and seconded by Commissioner Fuentez, to approve Resolution #20-21-12, A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park Park District and Hot Shots, LLC, as presented.

Superintendent Cox shared her screen for a visual representation of the revisions that the Board requested be made in the last meeting where this agreement was reviewed. This revision was omitting #5 in the agreement, which references prior services provided by this contractor, but this is the District's first experiences working with this contractor. She informed the Board that the revision was made and signed off on by the contractor, but the District didn't have the signed contract back in time to be included in that night's meeting packets.

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

Ayes	5	Commissioners Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**E. Resolution #20-21-13 – A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park Park District and Young Grasshopper, LLC d/b/a Code Ninjas Bartlett**

A motion was made by Commissioner Duesing and seconded by Commissioner Grima, to approve Resolution #20-21-13, A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park 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 Duesing, Morrison, Fuentez, Grima, and President Elkins
Nays:	0	None
Abstain:	0	None

Motion carried.

**CORRESPONDANCE**

None

**OTHER**

President Elkins highlighted the following dates and items:

- A. Labor Day – Monday, September 7, 2020 – Community Center and CCAC closed
- B. Next Workshop Meeting – September 14, 2020 @ 7pm – Zoom Conferencing App

President Elkins informed that at this meeting Executive Director O'Brien will be presenting a proposed schedule for Board Committee Meeting dates.

- C. Next Regular Board Meeting – September 28, 2020 @ 7pm – Zoom Conferencing App
- D. Next Foundation Meeting – September 28, 2020 @ 6pm – Zoom Conferencing App

**ADJOURNMENT**

A motion was made by Commissioner Duesing and seconded by Commissioner Fuentez to adjourn the August 24, 2020 Board of Commissioners Regular Board Meeting at 7:20pm.

There being no further discussion the following answered:

Ayes:	5	All
Nays:	0	None
Abstain:	0	None

Motion carried.

Respectfully submitted,

Bob O'Brien  
Board Secretary  
BO:LAM

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