

**HANOVER PARK PARK DISTRICT
1919 WALNUT AVENUE
HANOVER PARK, ILLINOIS 60133
BOARD OF COMMISSIONERS SPECIAL MEETING
COMMUNITY CENTER BOARDROOM
MONDAY, AUGUST 13, 2018**

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

CALL TO ORDER

The Special Meeting of Park Commissioners was called to order at 7:00 p.m. on Monday, August 13, 2018 by President Morrison.

Upon the roll being called, the following answered:

ROLL CALL

Commissioners Present:	5	Commissioners Andrews, Duesing, Elkins, Morgan, and President Morrison
Commissioners Absent:	0	None
Staff Present:	6	Executive Director O'Brien, Superintendent of Parks & Planning Villar, CCAC Manager Kress, Superintendent of Recreation Cox, Business Supervisor Santucci, and Administrative Secretary Mislevy
Staff Absent:	0	None
Guests Present:	1	Tracey Crawford (NWSRA)

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

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

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

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

Motion carried.

MATTERS FROM THE PUBLIC

None

FINANCE / ADMINISTRATION

A. Review NWSRA Member District Annual Assessment 2018 – Tracey Crawford, NWSRA

Tracey Crawford, Executive Director of NWSRA, went over the Member District Annual Assessment (MDAA) for 2018 with the Board. She began by informing that for last year's MDAA, NWSRA used 2016 EAVs for their calculations. Since these were a bit higher than previous years, this allowed NWSRA to reach their maximum increase of 2%. This year, there was a smaller increase in EAVs, so NWSRA received a 1% increase. Tracey Crawford then explained in detail what components go into their formula for member district contributions. NWSRA's proposed 2019 MDAA for the Hanover Park Park District is \$147,417.32. She then provided the Board with more information and clarity regarding the facility space usage formula and the resulting monies that the District could reallocate from their HCA Fund for certain projects based on that formula.

Tracey Crawford then updated the Board on the Pursuit 2 program, saying that the list of people looking to get into Pursuit 2 continues to grow. Lastly, she informed the Board and District staff of the Pursuit VIP Tour NWSRA is holding for companies they partner with or

are looking to work with in the future. The Pursuit VIP Tour will be held in October. Commissioners and staff then discussed with Tracey Crawford their excitement for the completion of the Snoezelen room.

After Tracey Crawford left the Special Meeting, Executive Director O'Brien explained to the Board that they also had in their packets a draft of the Resolution approving the MDAA, which was slated to be passed at the August 27 Regular Board Meeting. Lastly, Business Supervisor Santucci provided the Board with more details regarding the space usage formula, since this was something that the District hadn't levied for in the past, but could potentially do so in the future.

B. Review Statement of Cash Receipts and Disbursements (May 1, 2018 through July 31, 2018)

Business Supervisor Santucci confirmed that there was nothing out of the ordinary on this statement.

C. Review A Resolution to Include Cash Payments Related to Health Insurance as IMRF Earnings and accompanying Memo

Business Supervisor Santucci provided the Board with a summary of the purpose of this Resolution. The District has always provided its full-time employees with an insurance "opt-out" option, but now IMRF has adopted a Resolution to include that "opt-out" as part of the employee's earnings for the year. This is something the District has been doing, but that now needed a formal Resolution stating as such in order to align with IMRF's adopted Resolution.

CCAC Manager Kress asked about the Statement of Cash Receipts and Disbursements item on the agenda being only through June 30, 2018 when it should be through July 31, 2018. Administrative Secretary Mislevy apologized for this typo on the agenda, but assured the Board that the Statement they reviewed did have data through July 31, 2018 and was correct. She confirmed this typo would be fixed for the August 27 Regular Board Meeting agenda.

STAFF REPORT

Superintendent of Parks and Planning Villar informed the Board that he received word from WT-Engineering that their tests of the mechanical parts of the dome did identify a problem that caused the part to calibrate backwards. He said that he interpreted this as good news for the District, since this meant that the dome wasn't overinflated due to staff error, but rather because a malfunctioning of the device. CCAC Manager Kress added that this specific part was inspected by Yeadon the last time the dome collapsed and that they said it was functioning, so didn't suggest the District repair or replace it.

PUBLIC POLICY PROGRAM UPDATE

A. Discuss "Meet Us At Your Parks" Special Meetings

President Morrison explained to the Board and District staff how these meetings will mirror the informational meetings that were held earlier in the year. In ensure compliance with the Open Meetings Act, a formal Special Meeting agenda will be created for each of these meetings and posted on the website, as well as at the meeting location, just in case a quorum of Commissioners is in attendance. Commissioner Morgan shared that he wouldn't be able to attend any of these meetings, since they were all scheduled for Saturdays, and he'd be at work. Superintendent of Parks and Planning Villar asked if the location for one of the meetings could be changed, so that the bilingual meeting could be located at Ahlstrand Park. After discussion, it was decided that the September 8 meeting would be at Heritage Park, the September 15 meeting would be at Ahlstrand Park, the September 22 meeting would be at East Harbor Park, and the September 29 meeting would be at Anne Fox Park. Commissioners and staff then discussed marketing for these events and where flyers and signs would be posted. President Morrison asked the Board to email her which meetings they would be attending so that she and Administrative Secretary Mislevy could coordinate which would have quorum and which wouldn't.

Executive Director O'Brien provided the Board with an update on the Campaign Committee being formed by residents in support of the District's limiting tax rate increase proposal. He relayed that Paul Hanley with George K. Baum & Co. recommended that two Park Board Commissioners attend Campaign Committee meetings. He also said that staff could attend these meetings as well, if they wanted to, but that it needed to be on their own time. More information would be provided as Campaign Committee meetings kick off.

LEGISLATIVE UPDATE

Executive Director O'Brien informed that IAPD sent out their legislative survey to all Park Board Presidents and District Executive Directors. This survey is sent out every two years and helps IAPD get an idea of what to focus their platform on for the coming year.

NEW BUSINESS

A. Resolution #18-19-07 – A Resolution Approving of the Electricity Supply Agreement Between the Hanover Park Park District and Constellation NewEnergy, Inc.

A motion was made by Commissioner Elkins and seconded by Commissioner Duesing to approve Resolution #18-19-07, A Resolution Approving of the Electricity Supply Agreement Between the Hanover Park Park District and Constellation NewEnergy, Inc., as presented to the Board.

Since the Board received updated copies of this agreement during the meeting, President Morrison asked what changed in the updated agreement. Executive Director O'Brien responded that the original draft of this agreement had incorrect dates on the last page, so those were corrected in the most recent version that was just distributed. Commissioner Elkins amended his original motion for the Board to approve this agreement and Resolution #18-19-07 subject to the Attorney's approval. CCAC Manager Kress identified the corrected dates for the Board and staff.

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

Ayes	5	Commissioners Andrews, Duesing, Elkins, Morgan, and President Morrison
Nays:	0	None
Abstain:	0	None

Motion carried.

B. Resolution #18-19-08 – A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park Park District and Rich Snodgrass

A motion was made by Commissioner Elkins and seconded by Commissioner Duesing to approve Resolution #18-19-08, A Resolution Approving of the Independent Contractor Agreement Between the Hanover Park Park District and Rich Snodgrass, as presented.

CCAC Manager Kress informed the Board that there had been a date change since the last time they reviewed this agreement. Rich Snodgrass is now scheduled to begin tomorrow, August 14, and the agreement will be revised to reflect that change.

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

Ayes	5	Commissioners Andrews, Duesing, Elkins, Morgan, and President Morrison
Nays:	0	None
Abstain:	0	None

Motion carried.

C. Review iCityWork Project Explorer Agreement

Commissioner Duesing asked if the District would be better served approving this agreement before or after the November 6, 2018 election. Executive Director O'Brien responded by saying that this agreement was scheduled to be approved during the present meeting as a tool that will help the District track its projects and allow the public to see the scheduled improvements prior to the November 6, 2018 election. Administrative Secretary Mislevy added that Attorney Mraz advised that the District handle this tool carefully to ensure no campaigning was communicated through it. Also, it was discussed that the scope of this tool was broader than just with projects that could potentially be done using additional revenues brought into the District if the referendum were to pass. Executive Director O'Brien then said that this was a tool the Campaign Committee's website could share a link to this tool, since it's purpose was to educate the public on future projects. The District is unable to share a link to the Campaign Committee's website, since it is restricted from campaigning by law.

Marketing Supervisor Gomez told the Board that the District's current website already allows for this information to be displayed in similar formatting to what had been presented. After further discussion with Marketing Supervisor Gomez, Commissioner Morgan questioned the length of the contract the District was considering entering into. Administrative Secretary Mislevy informed that Attorney Mraz and relayed to her that although technically the contract would renew on an annual basis, it also allowed for an annual cancellation window. Marketing Supervisor Gomez then presented the Board with a guided tutorial of how the current District website could display the information they were looking to communicate to the public regarding future projects. The Board further discussed the details of this agreement and the District's website with staff, debating the pros and cons of each.

D. Resolution #18-19-09 – A Resolution Approving of the iCityWork ProjectExplorer Service Agreement Between the Hanover Park Park District and iCityWork

A motion was made by Commissioner Elkins and seconded by Commissioner Duesing to approve Resolution #18-19-09, A Resolution Approving of the iCityWork ProjectExplorer Service Agreement Between the Hanover Park Park District and iCityWork, as presented.

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

Ayes	0	None
Nays:	5	Commissioners Andrews, Duesing, Elkins, Morgan, and President Morrison
Abstain:	0	None

Motion failed.

Business Supervisor Santucci addressed the Board, suggesting that compensation and/or staffing should be adjusted accordingly to adequately fit the in-house abilities to manage the additional project information being input onto the District's website.

PARKS

A. Review Park Inspections and related reports

Superintendent of Parks Villar confirmed that the parks were looking good.

B. Code Violation Notices Update

Executive Director O'Brien informed the Board that the Parks Department continued to make headway on resolving the code violations imposed by the Village approximately a year ago. The District is now close to the point where the remaining violations are ones that require large-scale repairs, which the District is unable to fund at the present time.

RECREATION

A. Review Hanover Park Park District and Streamwood Park District Outdoor/Indoor Aquatic Facilities Usage Intergovernmental Agreement 2018-19

Superintendent of Recreation Cox explained to the Board that the current agreement was based on one from the early 2000's that allowed Hanover Park Park District residents and Streamwood Park District residents access to each other's aquatic facilities. She confirmed that Attorney Mraz was currently reviewing this agreement as well.

CCAC

None

CORRESPONDANCE

A. NRPA Dogs in the Parks Photo Contest Flyer

OTHER

President Morrison highlighted the following dates and items:

- A.** Next Regular Board Meeting – August 27, 2018 @ 7pm
- B.** Preschool Open House – Wednesday, August 29, 2018 @ 5:45pm
- C.** Labor Day – Monday, September 3, 2018 – Community Center and CCAC closed
- D.** Next Workshop Meeting – September 17, 2018 @ 7pm
- E.** Family Nerf Battle – Friday, September 21, 2018 from 5:30pm-8pm – Community Center
- F.** 2018 Chicago Wheelchair Classic – Friday, October 12-Sunday, October 14 @ CCAC

EXECUTIVE SESSION – Section 5 ILCS 120/2 (c) (21) – Review of Executive Session Minutes for Possible Release

A motion was made by Commissioner Andrews and seconded by Commissioner Duesing to enter into Executive Session under Section 5 ILCS 120/2(c)(1), Personnel, at 8:22pm.

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

Ayes	5	Commissioners Andrews, Duesing, Elkins, Morgan, and President Morrison
Nays:	0	None
Abstain:	0	None

Motion carried.

A motion was made by Commissioner Andrews and seconded by Commissioner Elkins to adjourn the Executive Session under Section 5 ILCS 120/2(c)(1), Personnel, at 8:24pm.

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

Ayes	5	Commissioners Andrews, Duesing, Elkins, Morgan, and President Morrison
Nays:	0	None
Abstain:	0	None

Motion carried.

A motion was made by Commissioner Andrews and seconded by Commissioner Elkins to enter back into the 8/13/18 Board of Commissioners Special Meeting at 8:25pm.

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

Ayes	5	Commissioners Andrews, Duesing, Elkins, Morgan, and President Morrison
Nays:	0	None
Abstain:	0	None

Motion carried.

ADJOURNMENT

A motion was made by Commissioner Morgan and seconded by Commissioner Duesing to adjourn the Board of Commissioners Special Meeting of August 13, 2018 at 8:26pm.

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