

**HANOVER PARK PARK DISTRICT BOARD OF COMMISSIONERS
AND VILLAGE OF HANOVER PARK BOARD OF TRUSTEES
BOARD-TO-BOARD SPECIAL MEETING
HANOVER PARK PARK DISTRICT COMMUNITY CENTER
NWSRA PURSUIT 2 ROOM
WEDNESDAY, JUNE 6, 2018 5:30PM**

MINUTES

The Park Board of Commissioners and Village of Hanover Park Board of Trustees Board-To-Board Special Meeting of Wednesday, June 6, 2018 was called to order by President Morrison at 5:34 pm. President Morrison then asked Administrative Secretary Mislevy to call the role.

Upon the roll being called the following answered:

Commissioners Present:	5	Commissioners Andrews, Duesing, Elkins, Morgan, and President Morrison
Commissioners Absent:	0	None
Staff Present:	7	Executive Director O'Brien, Superintendent of Parks and Planning Villar, Superintendent of Recreation Cox, CPA Howard, Business Supervisor Santucci, Marketing Supervisor Gomez, and Administrative Secretary Mislevy
Staff Absent:	1	CCAC Manager Kress
Guests Present:	0	None

APPROVAL OF THE AGENDA

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

There being no further discussion the following answered:

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

Motion carried.

VILLAGE OF HANOVER PARK BOARD OF TRUSTEES CALL TO ORDER & APPROVAL OF THE AGENDA

The Park Board of Commissioners and Village of Hanover Park Board of Trustees Board-To-Board Special Meeting of Wednesday, June 6, 2018 was called to order by Mayor Craig at 5:35 pm. Mayor Craig then asked Village Clerk Corral Sepulveda to call the roll.

Upon the roll being called the following answered:

Trustees Present:	6	Trustees Kemper, Kunkel, Roberts, Shahjahan, Porter (arrived at 5:37pm) and Mayor Craig
Trustees Absent:	1	Trustee Prigge
Staff Present:	9	Village Manager Maller, Assistant Village Manager Webb, Police Chief Menough, Fire Chief Haigh, Code Enforcement Supervisor Hoffman, Village Clerk Corral Sepulveda, Director of Community & Economic Development Govind, and Director of Public Works & Engineering Moore
Guests Present:	0	None

Mayor Craig asked if there was a motion to approve the Agenda as presented.

A motion was made by Trustee Kemper and seconded by Trustee Kunkel to approve the Agenda as presented.

There being no further discussion the following answered:

Ayes:	6	Trustees Kemper, Kunkel, Roberts, Shahjahan, Porter, and Mayor Craig
-------	---	--

Nays: 0 None
Abstain: 0 None

Motion carried.

Before continuing to Agenda Item III, Public Policy Program Update, President Morrison informed Village Trustees and staff of the following personnel changes at the Hanover Park Park District: Bob O'Brien as Executive Director, Gabe Villar as Superintendent of Parks & Planning, and Nicole Cox as Safety Coordinator along with her existing title as Superintendent of Recreation.

Trustee Porter entered the Board-To-Board Special Meeting of Wednesday, June 6, 2018 at 5:37pm.

PUBLIC POLICY PROGRAM UPDATE

A. 2018 Limiting Tax Rate Proposal Presentation – Executive Director O'Brien and HPPD staff

Executive Director O'Brien first asked that all in attendance sign the meeting sign-in sheet before leaving the meeting, and then went over some general housekeeping information. Then, Executive Director O'Brien began a PowerPoint presentation regarding the District's limiting tax rate proposal currently under consideration for approval as a question on the November 6, 2018 election ballot. He provided Village Trustees and staff background information on the creation and purpose of the Citizens Task Force assisting the District. It was also stated that letters, newsletters, and a community opinion survey have been sent out to Hanover Park Park District residents to educate them on the District's capital and operating needs, as well as to get their thoughts and views on a 0.35% limiting tax rate increase funding proposal. Executive Director O'Brien said that the Citizen Task Force's next steps are to review analyses of the community opinion survey results and to approve a recommendation to the Park Board of Commissioners regarding whether or not they believed the District should continue its pursuit of a limiting tax rate increase measure on the November 6, 2018 election ballot, and if so, the exact amount of that measure. Taking the Citizen Task Force's recommendation into account, the Park Board of Commissioners would then need to review and approve a limiting tax rate increase question, as well as have it filed with both Cook and DuPage Counties by August 20, 2018, in order for it to be included on the November 6, 2018 ballot. Executive Director O'Brien then provided the Village with an overview of the Hanover Park Park District's history, parks and playgrounds, programs and events, operations, financial state, and support of the Hanover Park community. He also identified the top priority improvements that would be made at each of the District's parks if Hanover Park Park District residents were to pass a limiting tax rate increase during the November 6, 2018 election. Finally, Executive Director O'Brien showed the Village a five-year funding and project plan based on the additional revenues that would be brought in if the 0.35% limiting tax rate increase proposal was passed, as well as the benefits of updated and modern parks in the Hanover Park community as a whole. Discussion was then opened up to Village trustees and staff for any questions and comments regarding the District's limiting tax rate increase proposal.

Trustee Shahjahan commented on the District's registration numbers for the previous year, saying it looked as if only 14% of the Hanover Park community was utilizing their programs. She then asked how the District would maintain their parks and facilities if their proposed limiting tax rate increase measure didn't pass. Executive Director O'Brien responded that without the additional financial resources that would be available to the District through the passing of a limiting tax rate increase, the District would only be able to afford to maintain their parks and facilities to their current standard. Trustee Shahjahan then inquired about the District opening Oakwood Park in 2012. Executive Director O'Brien clarified that Oakwood Park wasn't new in 2012, but rather it was a pre-existing park that received a new playground in replacement of its old one in 2012. He added that there are 16 District playgrounds that are over twenty-five years old, because the District doesn't have the financial means to make the necessary updates to them. The manufacturers of the District's playgrounds no longer make the parts/equipment compatible with what the District currently has in their parks, which means if a piece of equipment is damaged or broken, the District must remove or block access to that piece to ensure the safety of the overall playground. Executive Director O'Brien assured that all of the District's playgrounds were safe and compliant. Trustee Shahjahan expressed her concerns regarding the District's ability to maintain the safety of the parks and make the needed improvements without the additional revenues brought in from a passed limiting tax rate increase. Trustee Porter followed up on Trustee Shahjahan's questions, inquiring about the decreased staffing measures the District has taken to help offset their financial shortages. He wanted to know the District's optimal staffing levels compared to their current staffing levels and how the passing or failure of a limiting tax rate increase would impact staffing. Executive Director O'Brien explained that in the recent past, the District has chosen not to fill certain open positions due to budgetary constraints and the prioritizing of maintaining safe and compliant parks, playgrounds, and facilities. Currently, every department in the Park District is understaffed on full-time positions and relies more and more on part-time positions and temp workers. For example, the Parks Department only has three full-time staff members who work out in the field and three full-time staff members who work in the facilities. Trustee Shahjahan stated that what she was hearing from the District didn't add up, since District staff has expressed their priority of maintaining parks and facilities, but that it didn't sound like they had the financial means to do so. Commissioner Elkins informed the Village that without the additional revenues from the passing of a limiting tax rate increase, eventually the District would be forced to start taking down playgrounds completely.

Village Clerk Corral Sepulveda then asked if the District currently adhered to a replacement plan, to which Executive Director O'Brien responded they did, but that unexpected emergency repairs were occurring more and more frequently, leaving the District to choose between funding the emergency repair or following their replacement plan. Superintendent Cox provided further evidence to Executive Director O'Brien's response by explaining to the Village how the District didn't have the means to replace the pool boilers at Seafari Springs Aquatic Center, which was a top priority on their replacement plan, due to the immediate need to fund emergency repairs that occurred earlier in the year. She added that a majority of the District's revenues were collected through taxes, and the District's taxing rate hasn't been increased in over 50 years. Village Clerk Corral Sepulveda said she was still struggling to understand why it didn't seem that the District's replacement schedule was contingent on anticipated revenues for that year. CPA Howard informed the Village that the District's budgets have been consistently balanced, but that the current size of their budget wasn't sufficient to modernize the District's facilities and parks, largely due to the 1960's-valued monies being brought in through the District's current limiting tax rate. He went on to share his belief that the proposed limiting tax rate increase would allow the District to make significant, tangible improvements to all their parks and facilities within an expedited amount of time. CPA Howard said that currently the District is limited to the amount of improvements that can be made within a given amount of time, due to the fact that they're limited in their financial resources. He stated that in order for the District to make the improvements they and the Village want to see made, in the timeframe that they and the Village want them to be made within, the District would need to operate with a modern limiting tax rate. Executive Director O'Brien added that the District's first priority is to bring all their parks, playgrounds, and facilities to modern-day standards of quality, then to look into expanding and incorporating new facilities and equipment. Commissioner Duesing and Executive Director O'Brien further explained how, moving forward, the District's needs assessment would be reviewed and edited to match the growing wants and needs of the community.

Commissioner Elkins brought up the fact that a more modern limiting tax rate would allow the District to be eligible for more grants than what they are eligible for currently. Trustee Porter inquired about a grant the District recently turned down, asking for more information on that decision. Executive Director O'Brien explained that the District was awarded a state grant back in 2012 that was intended to be used to build and operate a new facility, NWSRA already working with the District to become a major tenant of that facility. Due to the state's economic downturn, the state's grant funds were frozen for years. While the grants were frozen, NWSRA moved on to other opportunities, leaving the District without any interested tenants when the grant monies were released. The District spent time looking into new potential tenants for the anticipated facility, but were unable to find any that would work with the stipulations of the grant itself. In the end, the District had to turn down the grant since they couldn't afford to build and operate a new facility.

Mayor Craig then asked the District if their proposed limiting tax rate increase would bring in enough additional revenues for them to address all the projects on their \$24mil needs assessment list. CPA Howard took a moment to review the District's five-year funding plan, which was created based off the revenues that would be incurred if the proposed 0.35% limiting tax rate increase were to be passed at the November election. The funding plan being discussed included the issuance of two, \$3mil ten-year bonds that would allow the District to get an immediate start on needed capital projects. As a follow-up, Mayor Craig asked CPA Howard about the District's current indebtedness, to which CPA Howard provided, was about \$7mil. CPA Howard urged Village Trustees and staff to be in contact with him if they wanted or needed more detailed information on park district financing, since there wasn't enough time to go into great detail on that at the present. Discussion then moved to the reasons behind why the District has stopped running certain programs in the past and how much physical space the District has to grow currently successful programs. Before discussion on this agenda item concluded, President Morrison invited Village Trustees and staff to attend the last Citizen Task Force meeting, which was being held at the Community Center on Tuesday, June 12. She reiterated that the Citizen Task Force would be reviewing the results from the community opinion surveys and coming to a consensus regarding their recommendation to the Park Board of Commissioners on whether or not they believed the District should place a limiting tax rate increase measure on the November 2018 election ballot and the specific amount of said limiting tax rate increase. Members of the Village Board of Trustees and Village staff discussed the ramifications of their attendance at the Citizen Task Force meeting, ultimately deciding that, if desired, Village representatives could attend the Citizen Task Force meeting on their own personal time as a citizen of Hanover Park and not as a Village Trustee or staff member. Additionally, they could act as an observer of the Citizen Task Force meeting, but not partake in any discussion regarding business of the Village of Hanover Park, therefore honoring the regulations of the Open Meetings Act. Lastly, Executive Director O'Brien revisited the proposed limiting tax rate increase additional revenues timeline.

Mayor Craig exited the Board-To-Board Special Meeting of Wednesday, June 6, 2018 at approximately 6:55pm.

CODE VIOLATION NOTICES

A. Code Violation Progress Report Presentation – Executive Director O'Brien and HPPD staff

Discussion on the District's code violation progress began with Executive Director O'Brien responding to the Village's question about how quickly the outstanding violations would be reconciled if the limiting tax rate increase were to pass in November. Executive Director O'Brien assured the Village that addressing the outstanding code violations was top priority for the District and that these

projects were scheduled to occur within the first two years of the five-year plan, if the limiting tax rate increase measure passes. He then informed the Village of the code violations District staff have already addressed, such as painting, removing noxious weeds, and cutting down dead trees, as well as code violation projects that were currently on hold due to insufficient funds, such as resurfacing sports courts and rebuilding park shelters. It was asked if there were code violations that would remain unfunded without the additional revenues brought in from the passing of a limited tax rate increase, to which Executive Director O'Brien confirmed was correct. He explained that these projects would still be a priority, but would take much longer to address without additional revenues. Village Clerk Corral Sepulveda shared her concerns about the District being unable to provide a timeline for the comprehensive resolution of their outstanding code violations if without any additional revenues. Commissioner Duesing and Commissioner Elkins reiterated that, without significant additional funding, the only options the District would be able to afford in order to address the outstanding code violations would be to take down, remove, or close the amenities with these violations. They stressed that this wasn't what the District wanted to see happen and that they would be continuously looking for new ways to bring in additional revenues, but that the options available to the District were limited to what the District could afford in that moment. Commissioner Duesing went on to thank the Village staff who recently helped the District remove dead trees in their parks, stressing how much the District appreciated their assistance and support in working toward their common goals. Those in attendance then referred to the Code Violation Progress Report for an idea of what violations would be resolved by the end of the year. Of the approximately 130 violations issued, 80% have already been addressed. Concluding discussion, Executive Director O'Brien provided a detailed status update regarding the second deflation of Centre Court Athletic Club's four-court tennis dome.

President Morrison then asked if anyone from the Village had any additional items they wanted to discuss. Village Clerk Corral Sepulveda spoke to the positive community response to their Movie Night events which take place in District parks. Village Manager Maller also made a point to thank the District for their cooperation and support of the Village's 60th Anniversary Fest. It was discussed how there has been a positive community response to joint Village and District run events and how scheduling more of these events will show support for each other as well as the community. Before adjournment, President Morrison discussed the initial scheduling of 2019's Board-to-Board meeting with remaining Village Trustees.

ADJOURNMENT

A motion was made by Commissioner Morgan and seconded by Commissioner Andrews to adjourn the Park Board of Commissioners and Village of Hanover Park Board of Trustees Board-To-Board Special Meeting of Wednesday, June 6, 2018 at 7:27pm.

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

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

Motion carried.

Village Clerk Corral Sepulveda then called roll for the Village Board of Trustees to vote on adjourning the Park Board of Commissioners and Village of Hanover Park Board of Trustees Board-To-Board Special Meeting of Wednesday, June 6, 2018 at 7:27pm.

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

Ayes:	6	All
Nays:	0	None
Abstain:	0	None

Motion carried.

Respectfully Submitted,

Bob O'Brien
Board Secretary
BO:LAM