

**HANOVER PARK PARK DISTRICT
1919 WALNUT AVENUE
HANOVER PARK, ILLINOIS 60133
BOARD OF COMMISSIONERS SPECIAL MEETING
COMMUNITY CENTER BOARDROOM
MONDAY, APRIL 9, 2018 7:00 P.M.**

MINUTES

CALL TO ORDER

The Park Board of Commissioners Special Meeting of Monday, April 9, 2018 was called to order by President Morrison at 7:01 p.m.

Upon the roll being called, the following answered:

ROLL CALL

Commissioners Present:	4	Commissioner Andrews, Duesing, Morgan, and President Morrison
Commissioners Absent:	1	Commissioner Elkins (arrived at 7:05pm)
Staff Present:	6	Acting Executive Director O'Brien, Acting 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	Jim Slater, Greenbrook Tanglewood HOA President

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

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

There being no further discussion the following answered:

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

Motion carried.

MATTERS FROM THE PUBLIC

A. Heritage Park discussion – Jim Slater, Greenbrook Tanglewood HOA President

Commissioner Elkins entered the Special Meeting at 7:05pm

Jim Slater, President of the Greenbrook Tanglewood HOA, addressed the Board with a potential opportunity that could bring the District added revenues. The Greenbrook Tanglewood HOA is in need of space that can be converted into additional parking for its residents, and due to Heritage Park's close proximity, Jim Slater wanted to know if the Board would be interested in selling or leasing small a portion of the park that could be repurposed for this need. He further provided the Board with background information on the HOA's growth, the challenges they face with trying to expand parking, as well as details regarding the data pulled from the preliminary stages of this project. Acting Executive Director O'Brien informed Jim Slater that the District's attorney was reviewing the information that was shared with the Board and that they were hoping for the attorney's recommendation on moving forward shortly. He also made Jim Slater and the Board aware that one potential hurdle Attorney Mraz was looking into was whether or not Heritage Park was constructed through an OSLAD grant and if so, what the provisions of that grant were and how they could affect the District working with the HOA on this. Commissioners and staff took some time to discuss alternative options that may help Greenbrook Tanglewood HOA's parking situation before letting Jim Slater know that they would confer with the District's attorney and get back to him after more in-depth discussion at their next Board Meeting on April 30.

PUBLIC POLICY PROGRAM UPDATE

A. Review Citizens Task Force Meeting #1 and #2 notes

Acting Executive Director O'Brien provided the Board with an update on the upcoming Citizens Task Force meetings, Park Tours, Community Information Meetings, and the next Public Policy Committee meeting. The Board reviewed the Citizen Task Force Meeting #1 and #2 minutes and confirmed that Commissioner Andrews would deliver the thank-you at the final Citizens Task Force meeting.

STAFF REPORT

President Morrison stressed the importance of the Staff Report being grammatically correct. There was general consensus between commissioners that they liked the new formatting of the Staff Report and felt that bullets made this report easier to read. Acting Executive Director O'Brien informed the Board that a draft of the 2018-19 Budget would be ready for their review at the May 14 Workshop Meeting and is scheduled for their approval at the June 25 Regular Board Meeting. He also asked commissioners if any of them were interested in attending IAPD's Leadership Institute with him this year.

LEGISLATIVE UPDATE

A. LWCF Grant Availability Letter

Acting Executive Director O'Brien distributed information regarding the Land and Water Conservation Fund. He informed the Board that this grant would only be applicable to land purchases, and would require the land be purchased upfront and the State would reimburse whoever was awarded the grant.

Acting Executive Director O'Brien also informed the Board that the Supreme Court upheld the total ban on sex offenders accessing Park District land.

FINANCE/ADMINISTRATION

A. Review Statement of Cash Receipts and Disbursements (May 1, 2017 through March 31, 2018)

Business Supervisor Santucci informed the Board that the District is eleven (11) months into their fiscal year with nothing out of the ordinary in regards to the report being discussed. She highlighted that the Recreation Fund is \$63,000 over in revenue from the previous fiscal year, and Superintendent Cox confirmed that the Recreation Fund had also exceeded their projected goal for the current fiscal year.

B. Review IAPD Legislative Conference and Parks Day at the Capitol 2018 travel voucher for Commissioner Duesing

The Board reviewed the travel voucher for Commissioner Duesing to attend the IAPD Legislative Conference and Parks Day at the Capitol in Springfield. Other than the registration fee total which needed to be manually added to the Traveler Comments/Explanations section, everything else appeared to be in order with the voucher.

C. Review Vanguard Energy PowerPay! Demand Response Program Agreement

Acting Executive Director O'Brien reminded the Board that Vanguard was their electrical and gas consultant and explained that the PowerPay! Demand Response Program would be one way the District could make additional revenues while saving energy. This program is free to join and would involve COMED giving the District a week or two advanced notice of a demand response testing date, which then the District could decide whether or not they wanted to opt in and cut back on their energy usage for a certain time period of that testing day. If the District were to opt in, COMED would offer financial compensation for the energy that's saved.

NEW BUSINESS

A. Review pool boiler replacement bid tabulation and related reports

Acting Superintendent Villar explained to the Board that three companies participated in the bid opening for this project, but the bids for two of these companies didn't qualify. The one qualifying bid, from Sunset Pool & Spa, was only for the replacement of both the pool boilers and outside of what the District could afford. Sunset Pool & Spa didn't provide an alternate bid for just the repair or replacement of one of the pool boilers. He went on to say that it was due to this that he reached out to Murphy & Miller, Inc for a proposal that would entail repairs they could make to the pool boilers that would help extend their use and be within the District's budget. The repairs would entail replacing the heat exchanger on one of the boilers and cleaning the other to use as a standby. It was Acting Superintendent Villar's recommendation that the Board rejects the one qualifying bid for this project and consider Murphy & Miller, Inc's proposal for repairs that could be made to each boiler in order to extend their use for another few years. The Board and Acting

Superintendent Villar continued to discuss the various options the District could pursue and what would be best for the District in terms of expense and ensuring that Seafari Springs Aquatic Center would be open for the entire season. President Morrison asked staff for a status update on the District's currently outstanding PDRMA claims. Acting Executive Director O'Brien responded that both claims were still under consideration by PDRMA, but that he was hoping for a response later in the week. Acting Executive Director O'Brien recommended that the Board make their decision as if these claims would not be reimbursed by PDRMA, since as of that time, there was no guarantee that they would. Business Supervisor Santucci asked how long these repairs would take if the Board were to decide to wait and see what happens, to which Acting Superintendent Villar said it would take roughly eight days. Commissioner Elkins asked if staff could purchase the heat exchanger to have on hand in case it's needed, then return it if it isn't. Acting Executive Director O'Brien and Acting Superintendent Villar explained that it might not be possible to return the item, since many parts of the pool boilers were manufactured specifically for the District's boiler systems and wouldn't be useful in any other systems.

B. Board Direction – Regarding approval or rejection of Sunset Pool & Spa's bid for the replacement of the two (2) pool boilers at Seafari Springs Aquatic Center

A motion was made by Commissioner Morgan and seconded by Commissioner Duesing for the Board's rejection of Sunset Pool & Spa's bid for the replacement of the two (2) pool boilers at Seafari Springs Aquatic Center, 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.

Before beginning discussion on Item C under New Business, Commissioner Morgan asked for staff to clarify what the repairs would entail for each boiler. Acting Superintendent Villar informed that the upper boiler would be getting a new heat exchanger, while the lower boiler's filtration system would be cleaned. Commissioners and staff discussed the implications of moving forward with approving this repair work at the approximately \$16,600 expense, arriving at a general consensus that this would be necessary in order to allow the District the best chance at having Seafari Springs Aquatic Center open throughout the whole season. Acting Superintendent Villar advised the Board that moving forward with these repairs was his recommendation as well.

C. Board Direction – Regarding approval or rejection of Murphy & Miller, Inc's proposal for the repairs on the two (2) pool boilers at Seafari Springs Aquatic Center

A motion was made by Commissioner Duesing and seconded by Commissioner Andrews for the approval of Murphy & Miller, Inc's proposal for the repairs on the two (2) pool boilers at Seafari Springs Aquatic Center, as presented.

There being no further discussion the following answered:

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

Motion carried.

D. Resolution #17-18-27 – A Resolution Appointing an Authorized Agent to the Illinois Municipal Retirement Fund

A motion was made by Commissioner Andrews and seconded by Commissioner Morgan to approve Resolution #17-18-27, A Resolution Appointing an Authorized Agent to the Illinois Municipal Retirement Fund, as presented.

Business Supervisor Santucci made the point to tell the Board that the IMRF Authorized Agent has the power to appoint a Security Administrator to do monthly tasks such as reporting wages. Since Business Supervisor Santucci has already been doing that for the District for the past six (6) years, it was suggested by a representative with IMRF that she be officially appointed as the Authorized Agent for the District. The Board thanked and congratulated Business Supervisor Santucci.

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.

E. Review sample referee independent contractor agreements and finalized Official Finders agreement

Superintendent Cox distributed the finalized Official Finders agreement and informed the Board that the sample referee independent contractor agreements were no longer necessary to review. She also explained that many other area Park Districts use a referee service since it is usually difficult to find and retain referees from year to year. President Morrison asked why the fees were different for every level. Superintendent Cox responded that the fees increase due to longer games and typically rougher play of the athletes as they grew older.

F. Resolution #17-18-28 – A Resolution Approving of the Service Agreement between Official Finders, LLC and the Hanover Park District

A motion was made by Commissioner Andrews and seconded by Commissioner Duesing to approve Resolution #17-18-28, A Resolution Approving of the Service Agreement between Official Finders, LLC and the Hanover Park District, 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.

PARKS

A. Review Park Inspections and Related Reports

Acting Superintendent Villar informed the Board that the Community Center had a partial power outage early Sunday morning. He contacted COMED and they arrived a few hours later to check and restore the power. CCAC Manager Kress informed the Board that there had been damage to the dome that resulted in a bank of the lights going out, although it was still unclear if this was a direct result of the power outage. Also, the District's server went down with the partial power outage, but came back up as it was supposed to during these situations. CCAC Manager Kress let the Board know that these outages lost the Club approximately \$1,200 in revenues.

B. Code Violation Notices Update

Acting Executive Director O'Brien updated the Board on the status of the District resolving their outstanding code violations. Currently, 80% of the violations have been completed with a majority of the remaining 20% being unfunded at the present time. Staff has started clearing the overgrowth of vegetation around the District's ponds and then they will be working on mowing and ball fields.

C. Discuss rescheduling April 28, 2018 Parks Tour to avoid conflict with the District's Community Information Meeting

Commissioners and staff discussed if there was a need for the Board to hold their own Parks Tour in the spring, or if it would be more effective to hold a Board Parks Tour in the fall when there would be a complete update of the work that has been done toward resolving the code violations. There was general consensus that commissioners would sign up for attend one or more of the Citizens Task Force Park Tours, then they would schedule a Parks Tour in the fall for the Board to review the District's work in resolving the code violations.

RECREATION

None

CCAC

None

CORRESPONDENCE

None

OTHER

President Morrison highlighted the following items:

- A. Next Regular Board Meeting – April 30, 2018 @ 7pm**

B. Youth Benefit Ball – Friday, April 13, 2018 @ 6pm – The Seville

President Morrison asked for anyone who was interested in attending to purchase their ticket(s) today. She updated the Board and staff that the current total headcount for this event is 127 people. President Morrison discussed prep details with the commissioners and staff who'd be volunteering.

C. Breakfast with the Princesses – Sunday, May 6, 2018 from 10am-Noon @ Community Center Gym

D. Community Garden Plots – May 5—November 11, 2018

E. Next Workshop Meeting – May 14, 2018 @ 7pm

ADJOURNMENT

A motion was made by Commissioner Duesing and seconded by Commissioner Andrews to adjourn the Board of Commissioners Special Meeting, April 9, 2018 at 8:17pm.

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