

**HANOVER PARK PARK DISTRICT  
1919 WALNUT AVENUE  
HANOVER PARK, ILLINOIS 60133  
BOARD OF COMMISSIONERS REGULAR MEETING  
COMMUNITY CENTER BOARDROOM  
MONDAY, FEBRUARY 26, 2018**

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

**CALL TO ORDER**

The Regular Board Meeting of Park Commissioners was called to order at 7:00 p.m. on Monday, February 26, 2018 by President Morrison.

Upon the roll being called, the following answered:

**ROLL CALL**

Commissioners Present:	4	Commissioners Andrews, Duesing, Morgan, and President Morrison
Commissioners Absent:	1	Commissioner Elkins
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:	9	Attorney Mraz, Jim Houser (SLSF Chair), Terri Oates (SLSF past Chair), Kathy Nowicki (SLSF Chair-Elect), Cathy Splett (NWSRA Foundation Coordinator), Andrea Griffin (NWSRA Superintendent of Recreation), Liz Thomas (NWSRA Manager of Special Recreation), Tracey Crawford (NWSRA Executive Director), and Nanette Sowa (SLSF Superintendent of Development)

**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:	0	None
Abstain:	0	None

Motion carried.

**NWSRA & SLSF RECOGNITION**

**A. Resolution #17-18-19** – A Resolution Recognizing Northwest Special Recreation Association and the Special Leisure Services Foundation for their Generous Contributions to the PURSUIT 2 programming space and North Entrance Accessible Ramp Project at the Hanover Park Park District

A motion was made by Commissioner Morgan and seconded by Commissioner Andrews to approve Resolution #17-18-19, A Resolution Recognizing Northwest Special Recreation Association and the Special Leisure Services Foundation for their Generous Contributions to the PURSUIT 2 programming space and North Entrance Accessible Ramp Project at the Hanover Park Park District, as presented to the Board.

President Morrison read aloud Resolution #17-18-19, recognizing and thanking NWSRA and SLSF for their dedicated time and financial donations which went toward the building of the new ADA ramp at the Community Center and the PURSUIT 2 programming

space. SLSF Chair, Jim Houser, expressed his and NWSRA's appreciation for this Resolution and award, and took a moment to highlight the collaborative efforts of the District and Clearbrook with NWSRA and SLSF. President Morrison and Acting Executive Director O'Brien then presented Tracey Crawford, Executive Director of NWSRA, with the recognition plaque.

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

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

Motion carried.

### **APPROVAL OF THE MINUTES**

A motion was made by Commissioner Morgan and seconded by Commissioner Duesing to approve the 1-22-18 Regular Board Meeting Minutes as presented.

Commissioner Andrews asked if the January 8, 2018 Workshop meeting had been cancelled, since the minutes were missing from this agenda item. Administrative Secretary Mislevy explained that the January 8, 2018 Workshop meeting wasn't cancelled and that the minutes from that meeting had been approved at the January 22, 2018 Regular Board meeting. These minutes needed expedited approval due to the fact that the bank needed record of these minutes since they would show the Board approving Acting Executive Director O'Brien as an official Park District check signer.

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

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

Motion carried.

### **MATTERS FROM THE PUBLIC**

None

### **PUBLIC POLICY PROGRAM UPDATE**

Acting Executive Director O'Brien provided the Board with a recap of the first Citizen Task Force meeting, which was held on February 22, 2018. Including District staff, two (2) commissioners, and the District's consultant from George K. Baum & Company, there were over 30 people at this meeting. Acting Executive Director O'Brien also reminded commissioners and staff that the next Public Policy Program Committee meeting would be on Tuesday, February 27, 2018 at 1:00pm.

### **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 Morgan and seconded by Commissioner Duesing to accept the Treasurer's Report for the month ending January 31, 2018, as presented to the Board.

Business Supervisor Santucci informed the Board that there was nothing out of the ordinary regarding the Treasurer's Report.

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

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

Motion carried.

## **COMMITTEE REPORTS**

### **A. Statement of Cash Receipts and Disbursements (May 1, 2017 through January 31, 2018)**

A motion was made by Commissioner Morgan and seconded by Commissioner Andrews to accept the Statement of Cash Receipts and Disbursements May 1, 2017 through January 31, 2018, as presented to the Board.

Business Supervisor Santucci addressed President Morrison's question from the February Special meeting regarding the stark difference between the expenses and revenues for the Recreation Department. She explained that the cause of the higher expenses in Recreation for January is due to the delay of Cook County tax revenues, which weren't expected to come in until March, and because January is a three (3) payroll month. Business Supervisor Santucci advised that this also follows trend from the previous fiscal year. Acting Executive Director O'Brien then took a moment to discuss alternative uses staff is exploring for a District museum area at the Community Center, as well as new and safe ways the District can display art made in their arts programs around the Community Center.

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

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

Motion carried.

## **WARRANT**

A motion was made by Commissioner Morgan and seconded by Commissioner Duesing to approve Warrant #17-18-10 covering check numbers 79036-79078 from the Payroll Checking Account in the amount of \$122,288.31 and check numbers 59894-60006 from the General Corporate Checking Account in the amount of \$135,094.31 for a Grand Total Warrant in the amount of \$257,382.62.

President Morrison asked why the line item for Next Generation had a description of "turn signal lamp" if Next Generation provides the District with shirts, uniforms, and jerseys. Business Supervisor Santucci explained that this was due to a glitch in the system. The line item before Next Generation is for Napa Automotive, which the "turn signal lamp" description actually corresponds to rather than Next Generation. Business Supervisor Santucci also clarified that the description was the only column that the system glitch affected.

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

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

Motion carried.

## **NEW BUSINESS**

### **A. Resolution #17-18-20 – A Resolution Approving of Executive Session Minutes and Determining Which Minutes to Release or Hold, pending attorney review**

A motion was made by Commissioner Morgan and seconded by Commissioner Duesing to approve Resolution #17-18-20, A Resolution Approving of Executive Session Minutes and Determining Which Minutes to Release or Hold, as presented to the Board.

Attorney Mraz confirmed that he had looked over the Executive Session minutes that were up for the Board's review and that his recommendation was that all the minutes in question remain held and unavailable for public inspection.

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

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

Motion carried.

**B. Board Direction** – Discussion and approval of a service contract with Yeadon Fabric Domes LLC for the emergency repairs needed due to the resulting damages from the collapse of the Centre Court Athletic Club 4-court tennis dome

A motion was made by Commissioner Duesing and seconded by Commissioner Morgan to open discussion and vote to approve a service contract with Yeadon Fabric Domes LLC for the emergency repairs needed due to the resulting damages from the collapse of the Centre Court Athletic Club 4-court tennis dome, as presented to the Board.

Acting Executive Director O'Brien provided the Board with an outline of the two (2) different likely scenarios that may have caused the 4-court tennis dome to collapse: degrading of the wood planks at the concrete base of the dome which holds the dome's fabric into place or weakening of the stress relief plate by the side door of the dome. The next steps in the repair process are to mend the tear in the fabric, re-inflate the dome, and then have PDRMA perform an inspection and assess the cause of the collapse. Acting Executive Director O'Brien then outlined specific repairs that would be included in the current proposal, such as replacing pressure monitoring tubes and the aneroid barometer. He also assured the Board that he would be providing updates on the status of the PDRMA insurance coverage claim the District submitted for this incident as well.

Attorney Mraz explained to the Board the differences between the last time the dome collapsed, which was due to subcontractor error and within the warranty stipulations, and the current incident. He also advised the Board that since this is an emergency repair over \$25,000, the Board could vote to approve the service contract with Yeadon Fabric Domes LLC without the need for a formal bid process. Additionally, Attorney Mraz made the Board aware of the fact that the longer the dome remained deflated the higher chance for additional damage to occur.

President Morrison discussed with the Board and staff how the District would finance these emergency repairs and what that would mean for what has been budgeted for other high-priority repair expenses, such as for the replacement of the pool boilers at Seafari Springs Aquatic Center. The Board arrived at the consensus that the emergency repairs to the dome were the most immediate priority of the District, especially since there was an added chance of further damages the longer the dome remained deflated.

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

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

Motion carried.

**C. Ordinance #17-18-07** – An Ordinance Amending Section 14, Park Hours, of Ordinance #03-04-02-A, Hanover Park Park District 2003 Park and Park Facility Rules and Regulations Ordinance, to Show Updates to the Hours for Resident Use of Park Facilities and Lighted Pathways

A motion was made by Commissioner Andrews and seconded by Commissioner Duesing to approve Ordinance #17-18-07, An Ordinance Amending Section 14, Park Hours, of Ordinance #03-04-02-A, Hanover Park Park District 2003 Park and Park Facility Rules and Regulations Ordinance, to Show Updates to the Hours for Resident Use of Park Facilities and Lighted Pathways, as presented to the Board.

Administrative Secretary Mislevy reminded the Board of the suggestion Commissioner Elkins had made during the February Special meeting in regards to the revisions to the amendments to Section 14, Park Hours, of the Hanover Park Park District 2003 Park and Park Facility Rules and Regulations Ordinance. She confirmed that Item C of Section 14 now read that residents were allowed to use lighted pathways as a throughway as long as the pathway lights were on. Attorney Mraz stated that he didn't receive this Ordinance for review, to which Administrative Secretary Mislevy explained that this was because she had used the same formatting from the last Ordinance amending the Hanover Park Park District 2003 Park and Park Facility Rules and Regulations Ordinance.

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

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

Motion carried.

- D. Board Direction** – Approve Board-to-Board Meeting 2018 date and location change from Tuesday, June 5, in the Hanover Park Police Department Community Room to Wednesday, June 6, in the Hanover Park Park District Community Center PURSUIT 2 room

A motion was made by Commissioner Morgan and seconded by Commissioner Duesing to the Board-to-Board Meeting 2018 date and location change from Tuesday, June 5, in the Hanover Park Police Department Community Room to Wednesday, June 6, in the Hanover Park Park District Community Center PURSUIT 2 room, as presented to the Board.

President Morrison informed the Board and District staff that since the February Special meeting NWSRA had responded to Acting Executive Director O'Brien allowing for the June Board-to-Board meeting to be held in the PURSUIT 2 room on the night of Wednesday, June 6, 2018 at 5:30pm.

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

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

Motion carried.

### **CORRESPONDANCE**

None

Attorney Mraz provided the Board with an update on his review of the Village's 60<sup>th</sup> Anniversary Family Fest rental agreement. Acting Executive Director O'Brien informed the Board that this agreement would be reviewed and approved by the Village's Board of Trustees during their March meetings, then would come to the Park Board of Commissioners for review and approval.

Administrative Secretary Mislevy reminded the Board and staff that Carol Stream Park District's Legislative Breakfast was coming up on the morning of March 9, 2018 and that anyone who was interested in attending should let her know as soon as possible so that she can submit their RSVPs. Commissioner Duesing and Commissioner Andrews confirmed that they would be attending this event.

### **OTHER**

President Morrison highlighted the following dates and items:

- A.** Foundation Wine & Paint Night Fundraiser – Saturday, March 10, 2018 from 7-9pm @ Community Center
- B.** Next Workshop Meeting – March 12, 2018 @ 7pm
- C.** Breakfast with the Bunny – Saturday, March 24, 2018 from 8-11am @ Community Center Gym
- D.** Next Foundation Meeting – March 26, 2018 @ 6pm
- E.** Next Regular Board Meeting – March 26, 2018 @ 7pm
- F.** Good Friday – Friday, March 30, 2018 – All full-time staff off

### **ADJOURNMENT**

A motion was made by Commissioner Duesing and seconded by Commissioner Andrews to adjourn the Board of Commissioners Regular Board Meeting of February 26, 2018 at 7:48pm.

There being no further discussion the following answered:

Ayes:	4	All
Nays:	0	None
Abstain:	0	None

Motion carried.

Respectfully submitted,

Bob O'Brien  
Board Secretary  
BO:LAM