

## Village of Hanover Park

Municipal Building  
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Rodney S. Craig  
Village President

Eira L. Corral  
Village Clerk

Ronald A. Moser  
Village Manager



# VILLAGE OF HANOVER PARK

## VILLAGE BOARD

### REGULAR WORKSHOP MEETING

Municipal Building: 2121 W. Lake Street  
Hanover Park, IL 60133

Thursday, July 21, 2011  
6:00 p.m.

### Minutes

#### 1. CALL TO ORDER - ROLL CALL

Mayor Craig called the meeting to order at 6:00 p.m.

Roll:

PRESENT	Trustees:	Kunkel, Zimel, Konstanzer, Roberts Kemper, Cannon.
ABSENT	Trustees:	None

ALSO PRESENT Village Manager Ron Moser, Village Attorney Paul, and Department Heads.

#### 2. ACCEPTANCE OF AGENDA

Mayor Craig requested that Agenda Item 5. Board Member Concerns be moved to follow Agenda Item 7. Staff Updates.

There were no objections by the Board.

#### 3. AGENDA ITEM REVIEW

None

#### 4. ELECTED OFFICIALS ORIENTATION

##### a. SSA's and TIF's

Village Planner Katie Bowman presented an overview of the Village Special Service Areas (SSA's) and Community Development Director Patrick Grill presented an overview of the Tax Increment Financing Districts (TIF's).

Mayor Craig noted his concerns with SSA #3 Astor Avenue and the visibility of trash containers and SSA #5 Tanglewood and having the Village provide snow removal. Staff noted in regards to the concern on SSA# 3 that it had been determined that the lids

presented a high maintenance cost due to a high volume of vandalism and that it would look into providing a recommendation for a screen. Staff noted in regards to the concern on SSA#5 that the snow removal through the Village had been previously refused.

## **5. BOARD MEMBER CONCERNS**

Moved for discussion following Agenda Item 7. Staff Updates.

## **6. DISCUSSION TOPICS**

### **a. TIF Project Presentation- Barrington Road**

3D Design Studio presented the proposed landscape developments to the Barrington Road portion of TIF #2. Developments will also include: banner poles, outdoor seating area, a new LED sign, repaved sidewalks, bus shelter, etc.

Questions by Board Members were fielded and answered.

An estimate of provable costs was presented.

Village Manager Ron Moser noted that the project would involve an intergovernmental agreement with Hanover Park Park District on the LED Sign. Mayor Craig acknowledged representatives of the Hanover Park Park District. Jeff Acks, Director of the Hanover Park Park District noted that the district was in full support of moving forward with the project.

The Board directed to move forward with the Project.

## **7. STAFF UPDATES**

### **a. Inspectional Services Consultants RFP ( Fire Department)**

Fire Chief Craig Haigh addressed the Board on his recommendation to process an RFP to hire a consulting firm to do an analysis of existing codes and ordinances, fee structures, procedures, staffing, employee education and certification, and future organizational structures, etc.

It was questioned and answered that although this is not an item previously budgeted that the department's current budget would be able to absorb the cost. The funding would require a budget adjustment.

Clerk Corral demonstrated support for the comprehensive review and noted that she would work hand in hand with the Fire Department in assessing amendment to the code and fee structures that would affect the licensing processes of the Clerk's Office. Clerk Corral questioned whether the issue of Home Occupations would be addressed in this review. Chief Haigh responded that reviewing this issue would not be a problem.

Board provided the direction to move forward.

Mayor Craig noted that staff would work closely with Village Attorney Bernie Paul in drafting the RFP. Mayor Craig inquired on the competition intended clause and staff noted that their recommendation was to work with Fitch and Associates. Staff communicated that as the Hanover Park Fire Department was one of two Fire Departments that also conducted building and commercial inspections, Fitch and

Associates was the only firm with the experience to conduct the review.

b. Police Building Update- Police Department

Chief Webb noted that he would be sending information on the Metal Panel Water Test.

**ADJOURNMENT**

Motion by Trustee Zimel, seconded by Trustee Cannon to adjourn.

Voice Vote: All Ayes.  
Motion carried. Meeting adjourned at 7:07 p.m.

Recorded and transcribed by,

/s/ Eira L. Corral  
Village Clerk

Minutes approved by President and Board of Trustees on this: 4<sup>st</sup> day of August, 2011.