



# Village of Hanover Park Administration

**Municipal Building**  
2121 West Lake Street, Hanover Park, IL 60133  
630-823-5600 tel 630-823-5786 fax

[hpi.org](http://hpi.org)

**Village President**  
Rodney S. Craig

**Village Clerk**  
Eira Corral Sepúlveda

**Trustees**  
James Kemper  
Jon Kunkel  
Herb Porter  
Bob Prigge  
Rick Roberts  
Sharmin Shahjahan

**Village Manager**  
Juliana A. Maller

## VILLAGE OF HANOVER PARK

### VILLAGE BOARD WORKSHOP MEETING Municipal Building: 2121 Lake Street Hanover Park, IL 60133

Thursday, October 18, 2018  
5:30 p.m.

#### MINUTES

#### 1. CALL TO ORDER – ROLL CALL

Village President Craig called the meeting to order at 5:40 p.m.

Roll Call:

PRESENT: Trustees: Kunkel, Shahjahan, Prigge, Porter

ABSENT: Trustee(s) Kemper, Roberts

Quorum established.

ALSO PRESENT: Village Manager Juliana Maller and Department Heads

ABSENT:

#### 2. ACCEPTANCE OF AGENDA

Motion by Trustee Prigge and seconded by Trustee Kunkel; to accept the agenda.

Voice Vote:

All Ayes.

Motion passes.

#### 3. DISCUSSION ITEMS

- a) Fiscal Year 2019 Budget (Continued from the September 27, 2018 meeting)

Review of budgets for the following Department are as follows:

- Human Resources

Deputy Village Manager Webb spoke to the Comprehensive Wellness Program, language services and occupational health provider.

Discussion ensued.

Questions fielded and answered.

Village Manager Maller spoke to the hiring process and budget needs.

Discussion regarding the position of HR Director and the importance of having a diverse slate of candidates and to value experience in cultural competence.

Discussion ensued.

Questions fielded and Answered.

➤ Fire Department

Fire Chief Haigh presented the budget for the Fire Department. He noted the need for improvements to facilities and additional equipment.

Discussion ensued.

Questions fielded and answered.

➤ Finance Department

Finance Director Navarrete presented the budget for the Finance Department and spoke to the on-line payment options and proposed a credit card processing fee for on-line payments for water billing.

Discussion ensued.

Questions fielded and answered.

➤ Police Department

Police Chief Menough presented the budget for the Police Department and explained the prosecution of DUI's and his recommendation to implement a new process.

Discussion ensued.

Questions fielded and answered.

Motion by Trustee Prigge and seconded by Trustee Kunkel to suspend this Special Board Workshop Meeting of October 18, 2018 and to reconvene after the Regular Board Meeting of October 18, 2018.

Voice vote.

All Ayes.

Motion carried.

Time: 6:54 p.m.

**CALL TO ORDER – ROLL CALL**

Village President Craig called the meeting to order at 8:00 p.m.

Motion by Trustee Roberts and seconded by Trustee Kunkel to reconvene the Special

Board Workshop Meeting of October 18, 2018.

Roll Call:

PRESENT: Trustees: Kunkel, Shahjahan, Prigge, Porter, Roberts

ABSENT: Trustee(s) Kemper

Quorum established.

ALSO PRESENT: Village Manager, Juliana Maller and Department Heads

ABSENT: Village Attorney Paul, in his place is Kenneth Shepro, Esq.

Discussion of the following departments continued:

➤ Police Department (continued)

Police Chief Menough continued with his presentation of the budget for the Police Department.

Discussion ensued.

Questions fielded and answered.

➤ Community & Economic Development

Director Shubhra Govind spoke to the department budget goals and the proposal to budget for the part time assistant Village Planner to become a fulltime position. She indicated that the department was in need of additional support due to increased activities and expectations.

➤ Administration

Deputy Village Manager Webb presented the budget for the Village Manager's Office. He spoke to the advertising research project, lobbying services, awards event, and the unveiling of the remodeling of Village Hall.

Discussion ensued.

Questions fielded and answered.

➤ Clerk's Office

Village Clerk Eira L. Corral Sepúlveda presented the budget for the Clerk's Office. She spoke to the additional expenses budgeted, such as legal services, and the reductions in the budget. She noted requests for additional funds for special events. She also spoke to the possibility of offering passport services in the future.

Discussion ensued.

Questions fielded and answered.

**4. ADJOURNMENT**

Motion by Trustee Roberts and seconded by Trustee Shahjahan to adjourn.

Voice vote:

All Ayes.

Motion carried.

Meeting adjourned at 9:09 p.m.

Recorded and Transcribed by: Eira L. Corral Sepúlveda, Village Clerk  
Minutes approved by President and Board of Trustees on this: November 15, 2018.