MINUTES OF A COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF HARWOOD HEIGHTS
HELD ON THURSDAY, DECEMBER 5, 2019

A. CALL TO ORDER at 7:04pm by Mayor Arlene Jezierny

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL –

Mayor Arlene C. Jezierny
Clerk Marcia L. Polowly

After Roll Call a motion by Trustee Steiner, seconded by Trustee Zerillo to allow Trustee Brzezniak-Volpe to attend the meeting by Electronic Attendance at 7:05pm.; on a voice vote, all in favor (Trustee Schuepfer – Absent).

Trustees

Trustee Brzezniak-Volpe (Electronic Attendance)
Anna Brzozowski-Wegrecki
Zbigniew Lewandowski
Therese Schuepfer (Absent)
Lawrence Steiner
Giuseppe Zerillo

Also present: Chief John DeVries
Treasurer Joe Russo
Accountant Rob Romo

D. AGENDA ITEMS

Approval of Committee of the Whole Minutes: November 7, 2019

Motion by Trustee Brzozowski-Wegrecki, seconded by Trustee Lewandowski:

• Approval of Committee of the Whole Minutes for the meeting held on November 7, 2019.

On a voice vote, all in favor (Trustee Schuepfer – Absent), the motion carried and the minutes of November 7, 2019 Committee of the Whole meeting were approved.

WSSRA Annual Report Presentation

• Marianne Birko, Director of the West Suburban Special Recreation Association met with the board to review the association’s activities and the involvement by village residents. (Attached is her full report.)
• Based on Marianne’s report, she also answered additional questions from the board.

Tax Levy

• Accountant Rob Romo reviewed the Tax Levy and Abatement ordinances that were included in the board’s meeting packet along with a historical chart reflecting the levy amounts 2009 thru 2019. The tax levy amounts for 2019 show the General Corporate Fund is being decreased to $78,643 with Police Protection basically the same as last year with an increase for the Police Pension Fund with a levy amount of $1,228,702 to abide by the state’s requested amount. The Abatement Ordinances represent the Lawrence Avenue Streetscape and Bradford Development.
• The Tax Levy and Abatement Ordinances will be on the December 12, 2019 Consent Agenda for board approval and will be filed with the Cook County Clerk’s office on Friday, December 13, 2019.
Employee Dental & Vision Insurance

- Mayor Jezierny stated that our insurance rep was able to negotiate a better rate with our current carrier UNUM for the employee's dental plan so we will continue with the UNUM coverage for 2020 and we will continue with VSP for the vision plan.
- The motion for dental/vision coverage will be on the December 12, 2019 Consent Agenda for board approval to renew the coverage for both plans with our current carriers.

Cannabis Ordinance Update

- Before an update and discussion regarding cannabis the Mayor provided the board and Attorney Heinle with copies of ordinances passed by the Village of Elmwood Park relating to this subject for their review which she received at a legislative meeting that was held in Elmwood Park with other Mayor's. She also emailed the board a cannabis presentation that some of the Police Department personnel received at a seminar they attended yesterday regarding cannabis.
- Attorney Heinle stated that the Plan Commission will be having a public hearing on Wednesday, December 18, 2019 regarding zoning for cannabis dispensaries if the village allows such establishments and any other restrictions associated with cannabis. Attorney Heinle also stated that Attorney Margaret Kostopulos is working on updates to the village’s employee handbook regarding cannabis usage.
- Attorney Heinle reviewed the draft ordinance amending the village’s code to regulate cannabis in a manner consistent with state law as it becomes legal on January 1, 2020.
- The proposed ordinance to regulate cannabis to be consistent with state law will be on the December 12, 2019 Consent Agenda for board approval.
- Attorney Heinle stated that the zoning ordinance regarding where a cannabis dispensary can be located as a conditional use and the moratorium on gas stations will be ready for the first meeting in January where a special meeting after the Committee of the Whole on January 2, 2020 will be scheduled.

6420 W. Gunnison Zoning Hearing

- Mayor Jezierny stated that the Zoning Board had a second hearing this past Monday for a proposed 3-flat for the empty property at 6400 Gunnison immediately to the west of Fuller's Car Wash. The original meeting on November 4, 2019 prompted a continuation for this past Monday, December 2, 2019.
- Attorney Mark Heinle stated that the property is currently under contract pending a number of variances due to the lot size being narrower than the other neighboring 3-flats on that block. Also a number of surrounding neighbors attended the first meeting on November 4th with concerns regarding parking, traffic and sight line problems turning off of Natchez unto Gunnison.
- Discussion ensued regarding the recommended variances approved by the Zoning Board of Appeals. Attorney Heinle will prepare the Finding of Facts to be presented to the Zoning Board Chairman for his signature. A proposed ordinance along with the signed Finding of Facts will then be presented to the board in January 2020 for approval.

Trustee Comments

None

PUBLIC COMMENT

Michael Ray, 4837 N. Natchez: Commented on the Zoning Commission Hearing regarding the proposed 3-flat at 6420 W. Gunnison. Concerned about the additional traffic it will create and also the site line for turning off of Natchez unto Gunnison.

Philip Cypcar, 307 Lincoln, Park Ridge: Also commented on the plans for the 3-flat and provided the board with a copy of the site plan.
EXECUTIVE SESSION

Motion to enter into Executive Session: pursuant to (5 ILCS 120/2) Sec.2. Open meetings © Exceptions. A public body may hold closed meetings to consider the following subjects:

ADJOURNMENT

Motion by Trustee Steiner, seconded by Trustee Brzozowski-Wegrecki to adjourn. On a voice vote, all present being in favor (Trustee Schuepfer – Absent), the motion carried and the Committee of the Whole Meeting of the Board of Trustees of the Village of Harwood Heights was adjourned by Mayor Arlene Jezierny on Thursday, December 5, 2019 at 8:46pm.

Respectfully submitted,

Marcia L. Followy, Village Clerk
2019 Annual Meeting with the Village of Harwood Heights

Thank you for this opportunity to share with you updates on WSSRA and our partnership with the Village of Harwood Heights.

WSSRA has enjoyed serving the residents with disabilities of the Village of Harwood Heights for 17 years, since 2002.

Here are some specific Village of Harwood Heights highlights from 2018:

**Community events:**
- WSSRA received an Infrastructure- 2-year grant for $10,000 from a local Community Foundation. This grant is assisting with our Public Relations campaign, updating our website and purchased our wide format printer which allows us to increase our visibility in all of our communities.
- WSSRA gave $60,000 in scholarship dollars for summer camp and programs. 75% of all participants in camp request and receive scholarships to attend camp. This included the Thumbuddy Special dollars ($10,000), WSSRF dollars ($10,000, ACA scholarships, ($15,000)Berwyn CDBG funds to name a few.

**Village of HH Cooperation:**

The Village of Harwood Heights continually makes our families feel welcome.

- WSSRA adults continue to enjoy the Adapted Yoga program which many of the participants are from VHH in the convenience of their home community as it is generously hosted here in the Village Hall.
  - Our best Outreach comes from our families who brag about our services to other families. WSSRA staff work closely with the Senior Assistance Center for referrals. These folks are our best endorsement.
- WSSRA continues to work closely with the staff at Union Ridge School to serve participants in programs and Lekotek, our toy lending library.
WSSRA had another year of Olympic fever with 10 SO sports offered from:
- Basketball
- Bowling
- Swimming
- Track and Field
- Volleyball
- Softball
- Gymnastics
- Jr Golfers
- Advance Golfers
- 2 VHH participants were among the 100 WSSRA athletes who participated in 391 programs, training and competition who returned home with 92 medals total which is another fantastic showing for our WSSRA athletes!

Snapshot Highlights:

- In 2018 WSSRA served 979 different individuals with disabilities with 101 from VHH in 387 programs & events for 4,323 service hours.
- WSSRA only served one participant in one program in inclusion in 2018. WSSRA continues to provide support with staff training and observations when needed.
- #202 seasonal/part-time staff were hired in 2018, #35 volunteers were hired and worked 554 hours providing a savings of $5,540.
- WSSRF Foundation continues to boast a 17-member board. These hardworking men and women hosted 5 events in 2018 raising $70,023. ($26,000 more than budgeted.) The Foundation hosted their fifth year of “Fallin for Our Stars” event at the Cheney Mansion this Friday, October 18. Please join us if you can. This event alone has raised $22,000 in profits. While they have been extremely successful 2019 is an adjustment year with two major players leaving the Foundation to follow their children’s paths.

Staffing Changes:

- WSSRA has spent the last 12 months preparing & transitioning for Bob Foster, our Superintendent of Safety & Operations retirement after 39 years of service. We had three internal moves planned, some responsibility changes and hired for the Recreation Specialist position that vacated because of these moves. All is going well with these transitions.
The WSSRA Board continues to accomplish much:

2018 WSSRA was busy welcoming the Village of North Riverside and in September the Village of Riverside to the Association’s Partnership. This has been a wonderful opportunity of growth and the first time since 2002!

Some special thanks to Anna Wegrecki for her continued support as the WSSRA Board Representative to Village of Harwood Heights and Giuseppe Zerillo as the Alternate. And to all of you Thank you for your constant support in all that we do!

The most important part of tonight’s presentation is putting a face to the work we do every day, meeting the most important recreational needs of the WSSRA participants of Village of Harwood Heights and our partner communities.

George Stamelos’s sister shared that George has participated with WSSRA for 10 years enjoying many programs including healthy start, walk n dine, wild card Wednesdays, and travel trips to name a few. As a result, he has become more social, gained his independence and a whole new circle of friends. George’s family thanks WSSRA & the Village of Harwood Heights for being such an important part of his life!
SNAPSHOT

2018

West Suburban Special Recreation Association

enriching lives through recreation
## OUR MISSION

WSSRA provides quality recreation services for people with disabilities by working hand in hand with the WSSRA partners, our consumers and other community groups. WSSRA programs serve all age, promote fun, healthy lifestyles and help improve physical and emotional health.

## PROGRAM PARTICIPATION

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<th>no disability</th>
<th>participant total</th>
<th>total programs</th>
<th>total events</th>
<th>service hours provided</th>
<th>inclusion/individual program</th>
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<td>74</td>
<td>402</td>
<td>51</td>
<td>5,999</td>
<td>8/8</td>
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<td>30</td>
<td>45</td>
<td>109</td>
<td>35</td>
<td>1,116</td>
<td>3/7</td>
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<td>80</td>
<td>419</td>
<td>26</td>
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<td>101</td>
<td>387</td>
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<td>20</td>
<td>53</td>
<td>11</td>
<td>907</td>
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<td>Norridge Park District</td>
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<td>105</td>
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<td>33</td>
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<td>166</td>
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<td>37</td>
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<td>3,115</td>
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<td>11</td>
<td>24</td>
<td>107</td>
<td>13</td>
<td>1,086</td>
<td>1/1</td>
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<tr>
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<td>6</td>
<td>15</td>
<td>21</td>
<td>41</td>
<td>21</td>
<td>646</td>
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<td>Non-Residents</td>
<td>137</td>
<td>97</td>
<td>234</td>
<td>159</td>
<td>234</td>
<td>2,362</td>
<td>85/5</td>
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<tr>
<td>Total</td>
<td>979</td>
<td>1,966</td>
<td>2,945</td>
<td>5,361</td>
<td>2,871</td>
<td>84,363</td>
<td>146/458</td>
</tr>
</tbody>
</table>

## PROGRAM FACTS

81 age of our oldest participant from Park District of Franklin Park

2 age of our youngest participant from Berwyn Park District

979 unique individuals with disabilities participated in programs.

202 seasonal part-time staff helped us run WSSRA programs.

$316,168 was expended in part-time seasonal wages.

### TOTAL SERVICE HOURS

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Service Hours</th>
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<tr>
<td>2018</td>
<td>84,363</td>
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<tr>
<td>2017</td>
<td>109,161</td>
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### TOTAL REGISTRATIONS

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<tr>
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<tr>
<td>2018</td>
<td>8,232</td>
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<tr>
<td>2017</td>
<td>8,049</td>
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<td>2016</td>
<td>8,194</td>
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### INDIVIDUALS SERVED

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<tr>
<th>Year</th>
<th>Total Individuals Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>2,945</td>
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<tr>
<td>2017</td>
<td>2,497</td>
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<tr>
<td>2016</td>
<td>2,917</td>
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### INCLUSION ASSISTANCE

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<thead>
<tr>
<th>Year</th>
<th>Total Inclusion Assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>458</td>
</tr>
<tr>
<td>2017</td>
<td>389</td>
</tr>
<tr>
<td>2016</td>
<td>388</td>
</tr>
</tbody>
</table>
Funds Raised

$191,142 raised in cash, donations, grants, events, etc.

$62,390 donated in products or services.

Fundraising Events | Revenue | Expenses | Net Profit
--- | --- | --- | ---
Derby Gala | $68,809 | $18,081 | $50,728
Wacky Quacky | $6,746 | $2 | $6,744

Revenue & Expenses

WSSRA statement of revenues, expenses and changes in net assets at year ended December 31, 2018

Revenue

- 77% $1,725,151 Tax Receipts
- 3% $60,829 Grants
- 7% $153,751 Program Fees
- 0% $6,102 Transportation Fees
- 0% $180 Prior Year Proceeds
- 1% $19,527 Liquid Asset
- 2% $51,025 Donations/Fund Development
- 3% $79,288 Program/Transportation Support
- 7% $153,486 Accommodations

Total $2,249,339

Expenses

- Personnel & Benefits $1,479,867
- Contractual Services $336,215
- Supplies $111,314
- Capital Replacement $60,382
- Reserve $10,000
- ADA Accommodations $155,417

Total $2,153,195

Audited net assets
- end of 2016 $824,945
- end of 2017 $863,088
- pre-audit end of 2018 $969,356
WSSRA FOUNDATION

Created in 1985, the WSSRA foundation raises funds to support WSSRA and create additional opportunities for fun. With its 2018 grant of $46,000 additional dollars WSSRA was able to continue to expand its programs and services. In 33 years the foundation has given $583,866 in cumulative contributions.

Through their amazing efforts the foundation board has made it possible to contribute to the following programs and events in 2018:

### PROGRAM CONTRIBUTIONS

- **Summer Day Camp**: $12,000
- **Day Camp Scholarship**: $8,000
- **Program Support**: $12,000
- **Program Development**: $1,000
- **Special Olympics**: $5,000
- **Other**: $8,000
- **Total**: $46,000

### FOUNDATION EVENT PROFITS

- **Derby Gala Auction**: $15,100
- **Blackhawks Party**: $3,858
- **Bowl-A-Thon**: $3,027
- **Fallin’ For Our Stars**: $21,627
- **Holiday Solicitation & Tuesday Giving**: $6,446
- **Hamburger Mary’s**: $2,220
- **Interest & Miscellaneous**: $17,745
- **Total**: $70,023

### 2018 WSSRF Board Of Trustees

- Margaret O’Rourke, **Board Chair**
- Lisa Shanahan, **Treasurer**
- Beth Kaplan, **Secretary**
- Donna Brown
- Dora Calkins
- Kevin Calkins
- AnneMarie Casas
- Michaelina Considine
- James Dunlop
- Lynn Galuska-Elsen
- Beth Kaplan
- Karen Mullarkey-Kerrins
- Betty Kurz
- Denise McDermott
- Carol Milburn
- John Mullins
- Christine Nakatsuka
- Madeline O’Rourke
- Rocio Perez
- Veronica Ramirez
- Leonor Vanik de Vazquez

WSSRA has had the opportunity to work with Harwood Heights resident George Stamelos and his family for the past 10 years. Here’s what his sister, Angie, had to say about WSSRA:

**How & when did you come to know about WSSRA?** We found out about WSSRA programs through the Village of Harwood Heights about 10 years ago.

**What WSSRA services do you use?**
George participates in many programs including Healthy Start, Walk & Dine and Wildcard Wednesdays.

**What does George like about WSSRA?**
George really enjoys interacting with his peers and staff during programs.

**What has George gained from using WSSRA services?**
WSSRA has provided George with an outlet to develop his social skills. He has gained so many new friends through WSSRA programs.

Thank you WSSRA and the Village of Harwood Heights for supporting us!
## Inclusion Support Summary 2014-2018

### Total # Included Individuals

<table>
<thead>
<tr>
<th>Year</th>
<th>Berwyn Park District</th>
<th>Clyde Park District</th>
<th>Village of Elmwood Park</th>
<th>Park District of Forest Park</th>
<th>Park District of Franklin Park</th>
<th>Village of Hanwood Heights</th>
<th>Hawthorne Park District</th>
<th>Norridge Park District</th>
<th>North Berwyn Park District</th>
<th>Village of North Riverside</th>
<th>Park District of Oak Park</th>
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<th>Village of Riverside</th>
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</thead>
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<td>3</td>
<td>2</td>
<td>4</td>
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<td>2</td>
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### Seasonal Programs/Individual #/Program

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### Extended Care/Camps

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### Preschool/Participants/Session

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</tr>
<tr>
<td>2016</td>
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</tr>
<tr>
<td>2017</td>
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<td>0/0</td>
</tr>
<tr>
<td>2018</td>
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### One-Time Special Events/School Days Out

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<tr>
<td>2016</td>
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<td>0/0</td>
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<tr>
<td>2017</td>
<td>0/0</td>
<td>0/0</td>
</tr>
<tr>
<td>2018</td>
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### Total Cost for Inclusion Partners

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<td>$4,290.12</td>
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<td>2018</td>
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**The total includes FICA costs.**

* Individuals who participate continually from after-school care to summer care/camp (NPD, PDFoP, NBPD) are counted only once in Total # of Included Individuals.

*Camps include those offered during summer, winter, & spring break.*

This report includes:
1. Individuals with a disability who were included with support from an Inclusion Aide.
2. Individuals without a diagnosis who required an Inclusion Aide to participate.

This report does not include:
1. Individuals with disabilities who participated without support from an Inclusion Aide.
2. Individuals who were observed and no Inclusion Aide provided.