

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 315 CHICAGO AVENUE
January 25, 2016 – 7:00 p.m.

The meeting was called to order at 7:02 p.m. by President Johnson.

The roll call was as follows:

Present: Carlsen, Johnson, and Lithgow

Absent: Austin and Staab

Other Officials Present: Donald Scheltens, Executive Director
Lee Howard, Treasurer
Kathleen Forzley, Secretary
Mike Fletcher, Superintendent of Parks
Kelly Smith, Superintendent of Recreation
Doug Holzrichter, Williams Architects

Approval of Consent Agenda

President Johnson inquired if the Board had any changes or additions to the minutes. There being none, President Johnson requested a motion to approve the consent agenda. Whereupon, on motion by Commissioner Carlsen, seconded by Commissioner Lithgow, the consent agenda was approved. The roll call was as follows:

Ayes: Carlsen, Lithgow, and Johnson

Nays: None

Absent: Austin and Staab

President's Report

Doug Holzrichter, Williams Architects presented to the Board a Proposal for Facility Programming and Master Planning. Mr. Holzrichter had met with Executive Director Don Scheltens, Superintendent of Recreation, Kelly Smith, and Commissioner Suzanne Austin, to discuss the current needs of the Park District in regards to the recreation facilities, as well as possibilities for future recreation space expansion.

The Board questioned the need for a new master plan because they believed that the Board had a clear picture of future projects; namely Hosek Park and a new maintenance facility. Executive Director Scheltens explained that the last master plan was completed in 2001 and although it was a 10-year plan, it did not include the acquisition of Kruml Park, Park Avenue Park, and Lions Park Pool. He also stressed that the staff needed a Board approved master plan document to give direction for future planning. This document is also necessary to provide continuity in planning when a future Board is elected.

Treasurer Lee Howard believed that with a financial window of opportunity coming next year, this would be an appropriate time to provide a master plan document giving the present and future Boards a plan to move forward.

The Board agreed to move forward with the master plan if the cost could be capped at \$10,000. President Johnson asked Mr. Holzrichter to return to the February Board meeting when the full Board could be present.

Committee Reports

Finance/Personnel Committee

Treasurer Lee Howard presented the 8-month financial statement to the Board for review. He stated that everything was coming in according to budget, and believed that financially, the Park District will have a good solid year.

Lee Howard exited the meeting at 8:00pm.

Aquatics Committee

Commissioner Lithgow reported that the Aquatics Manager had taken another job position elsewhere, and the newly hired Aquatic Manager would begin her employment on February 1st. He informed the Board that two of the assistant managers were returning, but none of the swim team coaches would be returning. Interviews would begin in February for summer pool staff.

Recreation Committee

Superintendent of Recreation, Kelly Smith informed the Board that the summer brochure would be coming soon. Some upcoming changes in summer camp included the option of signing up for two week sessions, as opposed to 6 weeks. Camp Imagination and Camp MVP would still be Monday through Thursday, but a new pilot program will offer an all day camp which will run from Monday through Friday. This camp will also offer 2-week sessions. All three camps will run for eight weeks. Camp Discovery will remain the same.

Maintenance/Safety Committee

Commissioner Carlsen informed the Board that both ice rinks were ready to go, but were currently closed due to the rain and warmer temperatures. The construction of the new cabinets is almost completed and waiting to pass village inspections. Also, the back storage closet will be converted into additional office space.

Commissioner Carlsen also informed the Board that Mike Fletcher, Superintendent of Parks would be finalizing the cost estimates to replace the Hosek Park Pump Shed. He expected the estimates would be between \$6000 and \$7,000.

Commissioner Carlsen also informed the Board that the Park District has been approached by Walker School for permission to install flags on Walker Field in honor of Veteran's Day, 2016. They are applying for a grant, but wanted to make sure the Park District was on board.

President Johnson requested a motion to allow Walker School to install flags on Walker Field to honor the Veterans. Whereupon, on motion by Commissioner Lithgow, seconded by Commissioner Carlsen, the motion was approved by voice vote.

There being no further information to come before this meeting, it was, motion by Commissioner Lithgow, seconded by Commissioner Carlsen, adjourned at 8:18pm by voice vote.

Secretary
