

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 315 CHICAGO AVENUE
April 27, 2015 – 7:00 p.m.

The meeting was called to order at 7:00 p.m. by President Johnson.

The roll call was as follows:

Present: Austin, Carlsen, Johnson, and Lithgow

Absent: Horton

Other Officials Present: Donald Scheltens, Executive Director
Lee Howard, Treasurer
Kathleen Forzley, Secretary
Kelly Smith, Superintendent of Recreation
Mike Fletcher, Superintendent of Parks
Bob Fleck, Park Planner

Addresses from the Audience - None

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 Austin, seconded by Commissioner Lithgow, the consent agenda was approved. The roll call was as follows:

Ayes: Austin, Lithgow, Johnson, and Carlsen

Nays: None

Absent: Horton

Committee Reports

Maintenance/Safety Committee

President Johnson introduced Tim Lenac, PDRMA's Risk Management Services, who informed the Board that the Clarendon Hills Park District, having completed a 9 month review process of all departments, had achieved a score of 97.98%. This is the highest tier, earning the Park District accreditation as well as a \$1,500 check. Earning accreditation means that the Park District will not be reviewed by PDRMA for 3 years. Commissioner Carlsen complimented Executive Director Scheltens and his entire team to achieve this honor.

President Johnson asked Bob Fleck, Park Planner to update the Board on the Hosek Park Master Plan. He gave the highlights of the plan, namely the stormwater wetland with increased volume; a cement spectator pad along Harris, which would allow ADA accessibility from the ballfield to the parking lot, and the ballfields would be re-graded, re-sodded, and a new arched backstop installed. The re-grading would include additional drain tiles and catch basins. Moving to the west, a loop pathway would be installed around the natural stormwater area; a true size basketball court would be built,

and a fitness station would be part of the playground area. This plan would also include a 24' x 44' shelter with permanent restrooms.

Mr. Fleck informed the Board that this plan would be submitted with the OSLAD grant which is due July 1st. The Board discussed when to hold the Public Hearing for the residents regarding the OSLAD grant, and it was decided to hold the hearing at the June Board Meeting, at 7:00pm, with the Regular Board meeting following the Public Hearing.

Mr. Fleck also discussed pathway markers for the Prospect Park pathways. He told the Board different options, but the Board decided to go with one sign, color-coded with a map of Prospect Park, to be located by the shelter. Mr. Fleck would bring options and information to the next meeting.

Mr. Fleck exited the meeting at 8:08pm.

Recreation Committee

Commissioner Austin informed the Board that summer registration was currently underway, and that she was working on promoting the classes which still have a low enrollment. Superintendent of Recreation Kelly Smith reported that Summer Camp and Camp MVP enrollment was down slightly from last summer, but with the addition of eight new pages of programs, there were more choices available in those time slots. Kelly Smith informed the Board that she had secured the tennis staff, and she was in the process of interviewing for a new Recreation Supervisor, with the departure of Mary Kawalek on May 6th. She also informed the Board that the recreation software was being upgraded to integrate the pool computer, and this upgrade would mean that the entire recreation system would be down on Monday, May 4th.

Aquatics Committee

Executive Director Scheltens informed the Board that the new pool pump had arrived today, and should be installed and running by late Tuesday.

Kelly Smith, Superintendent of Recreation, informed the Board that approximately 293 pool passes have been sold. She also informed the Board that the Park District was adding Saturday hours the entire month of May, to allow those working families an opportunity to purchase their pool passes.

Finance/Personnel Committee

Commissioner Lithgow presented the summary statement to the Board, as well as the Tentative Combined Budget/Appropriation Ordinance. Treasurer Lee Howard informed the Board that this budget was the combined effort of himself, Executive Director Scheltens, and his staff and that this was a tentative budget which could be amended before the final budget is passed this summer.

Following the discussion, President Johnson requested a motion to approve Ordinance 2015-01, The Tentative Combined Budget/Appropriation Ordinance for the fiscal year ending April 30, 2016. Whereupon, on motion by Commissioner Lithgow, seconded by Commissioner Austin, Ordinance 2015-01 was approved. The roll call was as follows:

Ayes: Lithgow, Austin, Carlsen, and Johnson
Nays: None
Absent: Horton

Executive Director Scheltens informed the Board that the Ordinance would be posted on the website.

Executive Director asked the Board to look at the Master Plan Capital Projects list. He was requesting Board permission to move ahead with the following capital projects: John Deere Mower Mount Snow Blower Attachment; Cleaning of the Storm Lines/Structures at Various Parks; Light fixture replacements at Playgrounds/Parking Lots/Buildings; Park Benches/Recycle Trash Units; Community Room Storage Cabinets; and the Walker Park Pathway. The Board unanimously agreed to move forward with these projects. Director Scheltens informed the Board that he would like to address the Aquatic Facility Playground replacement, the painting of the main pool and dive well, and paving behind the backstops at Eccles and Norfolk fields, closer to the fall. The Board agreed that community input might help with the decision of the Aquatic Facility Playground. The residents may decide that just leaving it a sand play area may be the way to go. The Board also discussed the great need for a new maintenance garage, and ways to fund it without a referendum.

Treasurer Lee Howard discussed the need to pass Resolution No. R-2015-02, Authorizing and Directing the Treasurer of the Clarendon Hills Park District to Transfer Certain Funds from the Corporate and Recreation Funds to the Capital Projects Fund. These transfers would allow carry-over funds to be used for capital projects, such as the maintenance garage. After Board discussion, President Johnson requested a motion to approve Resolution No. R-2015-02, Authorizing the Treasurer to Transfer Certain Funds from Corporate and Recreation to the Capital Projects Fund. Whereupon, on motion by Commissioner Lithgow, seconded by Commissioner Austin, the Resolution was approved. The roll call was as follows:

Ayes: Lithgow, Austin, Johnson, and Carlsen
Nays: None
Absent: Horton

Liaison Reports

SEASPAR Liaison

Kelly Smith, Superintendent of Recreation, reported that The Million Dollar Quartet on Tuesday, April 14th at the Tivoli Theatre was a huge success for SEASPAR. The group entertained well over the one-hour show that was advertised, and was very well received by all. SEASPAR would also be hosting a Nine Hole Chip In on May 19th at the Downers Grove Golf Course.

Village of Clarendon Hills

Executive Director Don Scheltens met with the new Village Manager to discuss past, present, and future projects.

School District

Kelly Smith had attended the Prospect School PTO meeting. They are busy wrapping up the school year and year end events. The PTO has suggested to Kelly to form a Recreation Committee, which will be looked at for next fall.

President's Report

President Johnson informed the Board that a letter had been received from Representative Chris Nybo, acknowledging the importance of reinstating the funding for the OSLAD grants.

President Johnson informed the Board that the newly elected Commissioners would be sworn in at the May 18th Board Meeting. He also informed the Commissioners that this meeting would begin at 6:00pm for this meeting only.

President Johnson requested a motion to convene to Executive Session for the purpose of:

“Discussion of minutes of meetings lawfully closed to the public, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes, pursuant to Section 2(c)(21) of the Open Meetings Act.

“Appointment, employment, compensation, discipline, performance, or discipline of an employee, pursuant to Section 2(c)(1)(2) of the Open Meetings Act.

Whereupon, on motion by Commissioner Lithgow, seconded by Commissioner Austin, the meeting was convened to Executive Session at 9:24pm. The roll call was as follows:

Ayes:	Lithgow, Austin, Carlsen and Johnson
Nays:	None
Absent:	Horton

The Board reconvened to the Regular Meeting at 10:04pm. The roll call was as follows;

Present:	Austin, Carlsen, Horton, Johnson, and Lithgow
Absent:	None

President Johnson requested a motion to release the following Executive Session minutes: April 28, 2014; May 19, 2014; and March 23, 2015 as well as the destruction of the audio tape from April 23, 2013. Whereupon, on motion by Commissioner Lithgow, seconded by Commissioner Austin, the motion was approved. The roll call was as follows:

Ayes:	Lithgow, Austin, Carlsen, and Johnson
Nays:	None
Absent:	Horton

Approved by voice vote, the Board agreed to increase the eligible full-time employees (Single, EE+Spouse/Family) health insurance contribution to 5% beginning May 1st. The Board agreed to the Director's recommendations of a 2% salary increase for two employees, a 3% salary increase for four employees, and a 4% salary increase for one employee.

It was decided by the Board that an Exemplary Performance Award of \$500 would be awarded to one employee; an award of \$1000 would be awarded to three employees, and \$2000 to one employee.

Whereupon, on motion by Commissioner Lithgow, seconded by Commissioner Austin, the salary increases, exemplary performance awards, and employee contribution for health insurance was approved. The roll call was as follows:

Ayes: Lithgow, Austin, Johnson, and Carlsen
Nays: None
Absent: Horton

There being no further business to come before this meeting, it was, motion by Commissioner Lithgow, seconded by Commissioner Austin, adjourned at 10:09 pm by voice vote.

Secretary
