

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 315 CHICAGO AVENUE
October 22, 2018 – 7:00 p.m.

The meeting was called to order at 7:01 p.m. by President Lithgow.

The roll call was as follows:

Present: Austin, Callan, Carlsen, and Lithgow
Absent: Staab

Other Officials Present: Donald Scheltens, Executive Director
Kathleen Forzley, Secretary
Kelly Smith, Superintendent of Recreation
Jim Leppert, IPRM Construction Manager
Doug Holzrichter, Project Executive, Williams Architects

Addresses from the Audience

Ethan Ruth, Eagle Scout, informed the Board that his Eagle Scout project; the split rail fence at Kruml Park, had been approved by the Council and he was ready to proceed. He had raised \$2000 for this project, of which \$400 would be used to rent the auger for the fence posts. He was working with Superintendent of Parks Mike Fletcher to contact JULIE before the project began. Executive Director Scheltens informed him that the materials had been ordered and have arrived. Ethan would like to plan on November 10th for his build time. The Board agreed.

Approval of consent agenda

President Lithgow asked the Board if they had any questions or comments. There being none, President Lithgow requested a motion to approve the consent agenda. Whereupon, on motion by Commissioner Austin, seconded by Commissioner Callan, the consent agenda was approved. The roll call was as follows:

Ayes: Austin, Callan, Carlsen, and Lithgow
Nays: None
Absent: Staab

President's Report

Jim Leppert, IPRM, Construction Manager and Doug Holzrichter, Williams Architects Project Executive, updated the Board on the progress of the Maintenance Operational Facility. On the exterior of the building all landscaping and painting has been completed. All overhead doors have been installed. On the interior of the building the drywall and painting have been completed. The gas meter has been installed but not connected. The water disconnect is still pending and after numerous attempts, will be the responsibility of the Village of Clarendon Hills. He believed that the building should be completed by mid November and ready for move in.

The Board discussed the remaining contingency fund of approximately \$45,000. The Board agreed that five security cameras on the maintenance garage as well as three cameras in the Community Center were needed. The Board approved the five security cameras for the Maintenance Garage for \$11,572. The Board also approved three additional security cameras for the Community Center if the amount would not exceed \$16,000. Commissioner Austin made a motion to approve the purchase and installation of five security cameras for the maintenance facility and three additional cameras for the Community Center, not to exceed \$16,000. The motion was seconded by Commissioner Callan and approved by Board vote. The roll call was as follows:

Ayes:	Austin, Callan, Lithgow, and Carlsen
Nays:	None
Absent:	Staab

Doug Holzrichter, Williams Architects Project Executive informed the Board that the staff had brought it to the project team's attention that there was more water flowing along the southern curb line adjacent to the park. As a result, there is water flowing over the depressed curb and paved path connection. As part of this project, the parking lot's storm water is being re-directed differently than previously and is contributing the additional flow. Williams Architects, their Civil Engineer, Webster McGrath, IPRM and staff are working on a solution to this problem. This may require re-working the curb, the depressed location and the path. Jim Leppert and Doug Holzrichter informed the Board that this project would cost approximately \$8,000.

Committee Reports

Finance/Personnel Committee- None

Aquatics Committee

Commissioner Callan asked Valerie Louthan, Aquatics Manager to update the Board on the end of the year financial report for the 2018 season of the Lions Park Pool. Ms. Louthan gave an overview of the 2018 season, including staffing, audits (received three "exceeds"), and suggestions for the 2019 pool season. The staff at the Lions Park Pool received the 2018 Platinum Safety Award based on the audits. The Board discussed the carryover revenue and agreed it will be used to make repairs and improvements to the pool.

Recreation Committee

Commissioner Austin informed the Board of the upcoming fall events which include the Halloween House Decorating contest, Pumpkin Masterpieces, and Letters to Santa.

Kelly Smith, Superintendent of Recreation presented the Summer Recreation Report to the Board. She reported that revenues were down for Tennis Lessons and the Chicago Bulls/White Sox camps.

Maintenance/Safety Committee

Commissioner Carlsen informed the Board that the Maintenance staff was in the process of completing the berms as well as improving the signage at all the parks. He complimented Matt Rauch, Landscape Specialist for the improvements.

Commissioner Austin informed the Board that the willow tree was taken down as well as a cottonwood tree along the path.

President Lithgow 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”

Whereupon, on motion by Commissioner Austin, seconded by Commissioner Carlsen, the meeting convened to Executive Session at 8:11pm. The roll call was as follows:

Ayes: Austin, Carlsen, Lithgow, and Callan
Nays: None
Absent: Staab

The Board Meeting reconvened at 8:15pm from the Executive Session. The roll call was as follows:

Present: Austin, Callan, Carlsen, and Lithgow
Absent: Staab

President Lithgow announced that the following Executive Minutes were approved for release:

April 25, 2016; February 27, 2017; March 20, 2017; April 24, 2017; and April 23, 2018

The following Executive Session Audio Tapes were approved for destruction:

April 25, 2016; February 27, 2017; March 20, 2017; and April 24, 2017

The roll call was as follows:

Ayes: Austin, Callan, Lithgow, and Carlsen
Nays: None
Absent: Staab

There being no further business to come before this meeting, it was, motion by Commissioner Austin, seconded by Commissioner Callan, adjourned at 8:16pm by voice vote.

Park Board Secretary
