

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 315 CHICAGO AVENUE
February 25, 2019 – 7:00 p.m.

The meeting was called to order at 7:03 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
Mike Fletcher, Superintendent of Parks
Kelly Smith, Superintendent of Recreation
Doug Holzrichter, Williams Architects, Inc., Project Executive
Jim Leppert, IPRM Construction Manager

Addresses from the Audience - None

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

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

Committee Reports

Aquatics Committee

Commissioner Callan informed the Board that Jim Leppert, IPRM Construction Manager, would be presenting the updated information for the shower replacement in the men's and women's shower stalls. Mr. Leppert presented samples to the Board showing tile around the shower heads. The Board discussed putting the tile all the way down the wall but had concerns regarding the additional cost as well as issues with mold forming on the grout. After a lengthy discussion it was agreed to move forward with the project, keeping the tile limited to the shower head area and painting the cinder block wall to offset the tile. They agreed that the project should be approved not to exceed \$39,000 for the total project.

President Lithgow requested a motion to move forward with the Locker Rooms shower renovation in all the stalls, not to exceed \$39,000. Whereupon, on motion by

Commissioner Callan, seconded by Commissioner Austin, the motion was approved. The roll call was as follows:

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

Recreation Committee

Commissioner Austin informed the Board of the change in date for the annual Morning with the Easter Bunny and the Easter Egg Hunt, from Friday, April 19th to Saturday, April 20th. District 181 would be holding classes on Friday, April 19th, to make up a “polar vortex” day off.

The Summer Program Guide was at the printer and would be online for viewing on Monday, May 4th. Resident registration would begin on Monday, March 11th, and non-resident registration would begin on Monday, March 18th. The Camp Expo would be held on Thursday, March 7th at Prospect School.

Commissioner Austin discussed the Hosek Park west playground improvements. Changes included a larger modular unit with one slide and a half volcano climber as well as a saucer swing. These changes increased the total cost to approximately \$137,455. President Lithgow requested a motion to approve Resolution R-2019-01, a Resolution to Approve a Joint Purchasing Agreement with GameTime Playground Equipment in the amount of \$137,455. Whereupon, on motion by Commissioner Austin, seconded by Commissioner Callan, the Resolution was approved. The roll call was as follows:

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

Doug Holzrichter, Williams Architects, Project Executive presented to the Board the first estimate for the proposed pickleball court. This estimate came in at approximately \$41,000, which would include two layers of asphalt as well as an 8-foot fence.

President Lithgow questioned the summer usage of the tennis courts. Superintendent of Recreation, Kelly Smith informed the Board that Park District instructional tennis was on Tuesday and Thursday from 3pm until 9pm. The Board discussed lining the west court for pickleball to see what the interest is. The cost to stripe the court would be approximately \$400.

The Board agreed to move forward with preparing the west court for pickleball and test the interest and usage this summer. The Board will look at this in the fall to determine if the interest warrants permanent courts.

Commissioner Austin distributed to the Board potential questions for the focus groups. She asked each Commissioner to send comments or additional questions to her to discuss at the next Board Meeting.

Maintenance/Safety Committee

Commissioner Carlsen informed the Board that the Park District had received the PDRMA Level A Accreditation Award. Executive Director Scheltens informed the Board that this is the highest accreditation that PDRMA awards, based on the Loss Control Review. The Park District will receive \$1500 each year for the next four years, at which time the Park District will go through the Loss Control Review again. Director Scheltens informed the Board that the Park District has received the Level A Accreditation since 1992.

Jim Leppert, IPRM Construction Manager presented to the Board the tentative plans for the new storage building. It would double the size of the current shed and make things more easily accessible. He approximated the cost to be around \$70,000. He asked the Board if he should proceed with a bid package for next month's meeting. The Board unanimously agreed to move forward with the bid package.

Finance/Personnel Committee - None

President's Report

President Lithgow presented to the Board Ordinance 2019-01, an Ordinance Adopting the Clarendon Hills Park District Personnel Policy Manual. Executive Director Scheltens informed the Board that the Personnel Manual had not been updated for over 10 years. Attorney Robert McCabe of Ancel, Glink had reviewed and revised the manual and made all needed updated changes in policies, procedures, and benefits. Also, the manual had been reviewed and approved by Commissioner Staab (Personnel Chair). Director Scheltens was requesting that the Board adopt this Ordinance. There being no further discussion, on motion by Commissioner Callan, seconded by Commissioner Carlsen, the Ordinance was approved. The roll call was as follows:

Ayes: Callan, Carlsen, Lithgow, and Austin

Nays: None

Absent: Staab

Doug Holzrichter, Williams Architects, Project Executive presented to the Board a Letter of Proposal which includes the scope of services for the Community Center 2nd floor renovation. As some work had been previously done on this project, Mr. Holzrichter said he would inquire if some of the previous fees could be applied to this agreement. After further discussion, President Lithgow requested a motion authorizing Williams Architects to move forward with an AIA Agreement Proposal. Whereupon, on motion by Commissioner Callan, seconded by Commissioner Austin, the motion was approved. The roll call was as follows:

Ayes: Callan, Austin, Carlsen, and Lithgow

Nays: None

Absent: Staab

Executive Director Scheltens reminded the Board that the March scheduled meeting would be on Monday, March 18th.

There being no further business to come before this meeting, it was, motion by Commissioner Austin, seconded by Commissioner Callan, adjourned at 9:04pm by voice vote.

Park Board Secretary
