

MINUTES OF THE REGULAR MEETING  
CLARENDON HILLS PARK DISTRICT BOARD  
COMMUNITY CENTER – 315 CHICAGO AVENUE  
March 19, 2018 – 7:00p.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, Lithgow and Staab  
Absent: None\*\*

Other Officials Present: Donald Scheltens, Executive Director  
Lee Howard, Treasurer  
Kathleen Forzley, Secretary  
David Phillips, Executive Vice President, Speer  
Financial, Inc.  
Michael Fletcher, Superintendent of Parks  
Kelly Smith, Superintendent of Recreation  
Jim Leppert, Construction Director, IPRM  
Doug Holzrichter, Project Executive, Williams  
Architects

Addresses from the Audience

Aaron Myall, Clarendon Hills Little League, addressed the Board regarding field improvements. The Clarendon Hills Girls Little League Softball has more than doubled its participation numbers since last year, and fields are in demand. Little League has committed \$15,000 in field improvements for the Norfolk field renovation and is willing to share costs in skimming the infield at Eccles field, which will make it playable for more levels of play. He was asking the Board to run a water line for use on Eccles. He agreed that the Little League Board would be willing to share costs. The Board agreed, and asked Mike Fletcher, Superintendent of Parks to obtain cost estimates for the project.

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

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

## Committee Reports

### Finance/Personnel Committee

Treasurer Lee Howard presented the Standard & Poor's Rating Report to the Board. The Park District received a rating of "AA" Stable.

President Lithgow asked David Phillips, Speer Financial, to update the Board of the results from the Bond sale which took place on March 19<sup>th</sup>. Mr. Phillips informed the Board that there were six bidders for the \$2,110,000 General Obligation Park Bonds (Alternate Revenue Source). At the conclusion, Mr. Phillips was recommending to the Board that they accept the low bid from D.A. Davidson & Co., Denver, CO with a rate of 2.6869%

After some discussion, President Lithgow requested a motion to accept the bid of D.A. Davidson & Co., Denver, CO at the rate of 2.6869%. Whereupon, on motion by Commissioner Staab, seconded by Commissioner Austin, the bid was approved. The roll call was as follows:

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

Having had a Public Hearing on February 26<sup>th</sup>, and having received no objections, President Lithgow requested a motion to approve Ordinance 2018-02, an Ordinance providing for the issuance of approximately \$2,110,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2018, for the purpose of refunding certain outstanding debt certificates and financing capital improvements, including the building of a maintenance garage, providing for the pledge of certain revenues to the payment of the principal of and interest on said bonds and for the levy of a direct annual tax sufficient to pay said principal and interest if the pledged revenues are insufficient to make such payment and authorizing the sale of said bonds to the purchaser thereof. Whereupon, on motion by Commissioner Austin, seconded by Commissioner Staab, Ordinance 2018-02 was adopted. The roll call was as follows:

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

### Maintenance/Safety Committee

Commissioner Carlsen informed the Board that the new playground in Prospect Park is officially open and has received very positive reviews. The maintenance staff was in the process of emptying the current maintenance facility and moving equipment into rented storage spaces.

President Lithgow asked Jim Leppert, Construction Director, IPRM to present the result of the construction bids received on March 13, 2018. Mr. Leppert presented his recommendation to accept the low bids as outlined in the memo dated March 13, 2018. President Lithgow requested a motion to award the various bids for labor, materials, and supplies to be incorporated into the New Park Maintenance Operations Facility,

according to the recommendations of IPRM presented in the memo dated March 13, 2018.

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

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

Doug Holzrichter informed the Board that the bid package for the overhead doors would need to be re-bid because the specifications were not correct. The new specifications would not require a public bid, as the cost would be under \$25,000.

Jim Leppert, Construction Manager, IPRM presented an amended AIA C132-2009 Standard Form agreement to the Board for approval. He explained that due to the additional projects, there was an increase in his fee as well as an increase in reimbursable expenses. After Board discussion, President Lithgow requested a motion to approve the amended AIA C132-2009 Standard Form Agreement. Whereupon, on motion by Commissioner Carlsen, seconded by Commissioner Austin, the amended agreement was approved. The roll call was as follows:

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

Doug Holzrichter, Project Executive, Williams Architects informed the Board that the permits from the Village were expected within the week. The construction fence would be going up during spring break (the week of March 26<sup>th</sup>) and construction should be completed by September 3<sup>rd</sup>.

#### Recreation Committee

Commissioner Austin informed the Board that the summer brochure has been delivered and registrations are ongoing. At this time, no classes are filled. Pool and camp postcards are going out this week. Upcoming events include Morning with the Bunny which includes a continental breakfast and a magic show. This event will be followed by the annual Easter Egg Hunt. The senior spring luncheon has been moved to The Church of the Holy Nativity in Clarendon Hills due to ongoing construction.

#### Aquatics Committee

Commissioner Callan reported that Valerie Louthan, Aquatics Manager, is currently interviewing for lifeguard and assistant manager positions. The underground pipes will be tested in April for any leaks. If everything checks out the pool will be filled the first weekend in May. He also informed the Board that Valerie Louthan, Aquatics Manager is currently interviewing local places to run the pool concession stand.

#### President's Report

President Lithgow informed the Board that he and Executive Director Scheltens had been approached by Consolidated School District 181 to share the cost of a new chiller at the Clarendon Hills Middle School. It is apparent that the main beneficiary of the cooling, and consequently the chiller (during the summer months) is the Clarendon Hills

Park District. The replacement cost was approximately \$300,000; and the school district was asking the Park District for a 25% contribution of the replacement cost, or a total not to exceed \$75,000.

After discussion, it was agreed that the Park District would help with the cost of the replacement. President Lithgow requested a motion to approve the Cost-Share, not to exceed \$75,000 for the Replacement of the CHMS chiller, with Community Consolidated School District 181. Whereupon, on motion by Commissioner Austin, seconded by Commissioner Carlsen, the motion was approved. The roll call was as follows:

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

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

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Park Board Secretary

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