

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 315 CHICAGO AVENUE
April 22, 2019 – 7:00 p.m.

The meeting was called to order at 7:05 p.m. by Vice President Austin.

The roll call was as follows:

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

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

Addresses from the Audience - None

Approval of consent agenda

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

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

Committee Reports

Finance/Personnel Committee

Treasurer Lee Howard informed the Board that the Park District was again the recipient of the GFOA award (Government Finance O), for excellence in Government Accounting.

Treasurer Lee Howard presented to the Board, Resolution R-2019-02, a Resolution Authorizing and Directing the Treasurer of the Clarendon Hills Park District to Transfer Certain Funds to the Capital Projects Fund. Treasurer Howard informed the Board that this transfer of \$240,000 from the Recreation Fund will fund capital projects.

There being no further discussion, Vice President Austin requested a motion to approve Resolution R-2019-02. Whereupon, on motion by Commissioner Staab, seconded by Commissioner Carlsen, the Resolution was approved. The roll call was as follows:

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

Treasurer Lee Howard presented to the Board Ordinance 2019-02, the Tentative Combined Budget/Appropriation Ordinance for the fiscal year ending April 30, 2020. He explained that this budget could be changed between now and the final budget approval at the June meeting, which will also include a Public Hearing for resident input. After discussion, Vice President Austin requested a motion to approve Ordinance 2019-02. Whereupon, on motion by Commissioner Staab, seconded by Commissioner Carlsen, Ordinance 2019-02 was approved. The roll call was as follows:

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

Aquatics Committee

Commissioner Callan informed the Board that the shower updates were underway and would be completed within the next few weeks. The pool pipes were all pressure tested and showed no problems. The pool will be filled beginning the first week of May.

Superintendent of Recreation Kelly Smith informed the Board that early bird family passes sold totaled 60% of total pass sales last year. She credited the ease of online registration for the increase. She reported that all passes were up from last year.

Recreation Committee

Commissioner Austin informed the Board that the Breakfast with the Bunny as well as the egg hunt had very large numbers. She complimented Val Louthan and Kelly Smith for organizing such wonderful events.

Positions for camp counselors have been filled at this time. The first focus group with the seniors will take place this Thursday after senior bingo.

Superintendent of Recreation, Kelly Smith informed the Board that the Park District was in the process of updating the website. The current website is 7 years old and is not mobile friendly. This is one of the capital projects that the Board approved earlier.

Maintenance/Safety Committee

Commissioner Carlsen informed the Board that the equipment had been ordered for the Hosek Park west playground. The target date to begin the project is mid-May, with the completion around the first week in July. The playground on the east side of Hosek Park would still be available for the residents.

Jim Leppert, IPRM Construction Manager, presented to the Board the bid results for Bid Package #2, General Trades for the Prospect Park Storage Shed. It was his recommendation to accept Champion Drywell, Incorporated's bid package in the amount of \$39,500. Vice President Austin requested a motion to accept the Bid Package #2, for General Trades from Champion Drywell, in the amount of \$39,500. Whereupon, on motion by Commissioner Carlsen, seconded by Commissioner Staab, Bid Package #2, General Trades for the Prospect Park Storage Shed was awarded to Champion Drywell, in the amount of \$39,500. The roll call was as follows:

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

Jim Leppert, IPRM Construction Manager, presented to the Board the proposals for Bid Packages 1, 3, & 4 for the Prospect Park Storage Shed Expansion. It was his recommendation that Bid Package #1 for Building and Site Concrete be awarded to Elliot Construction in the amount of \$14,875.00; Bid Package #3 for Painting be awarded to D.E.S. Painting in the amount of \$3,500.00; and Bid Package #4 for Electrical be awarded to EDS in the amount of \$6,807.00. With contingencies and other construction allowances, the total estimate for probable construction costs would be approximately \$71,592.00. After Board discussion, Vice President Austin requested a motion to approve the three proposals for Bid Packages 1, 3, and 4. Whereupon, on motion by Commissioner Carlsen, seconded by Commissioner Callan, the motion was approved. The roll call was as follows:

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

President's Report

Executive Director Scheltens informed the Board that John Steeves and the Parks Foundation will be at the May Board meeting.

Executive Director and Doug Holzrichter, Williams Architects, Project Executive presented to the Board an AIA Agreement for the Community Center Renovations. This agreement can be cancelled at any time and would not begin until all community focus groups had been completed. Doug Holzrichter would return at that time and begin the schematic drawings with the Board's approval.

Whereupon, on motion by Commissioner Callan, seconded by Commissioner Staab, the Board agreed to approve the AIA Agreement with Williams Architects. The roll call was as follows:

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

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

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 Callan, seconded by Commissioner Carlsen, the meeting convened to Executive Session at 7:59p.m. The roll call was as follows:

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

The Executive Session reconvened to the Regular Board Meeting at 8:40pm.

The roll call was as follows:

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

Commissioner Staab made a motion, seconded by Commissioner Carlsen, to approve all salary recommendations by Executive Director Scheltens as well as Exemplary Performance Awards agreed upon by the Board. The roll call was as follows:

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

There being no further business to come before this meeting, it was, motion by Commissioner Carlsen, seconded by Commissioner Callan, adjourned at 8:44pm by voice vote.

Park Board Secretary
