

MINUTES OF THE REGULAR MEETING  
CLARENDON HILLS PARK DISTRICT BOARD  
COMMUNITY CENTER – 315 CHICAGO AVENUE  
June 25, 2018 – Immediately following the Public Hearing

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

The roll call was as follows:

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

Other Officials Present: Donald Scheltens, Executive Director  
Lee Howard, Treasurer  
Kathleen Forzley, Secretary  
Michael Fletcher, Superintendent of Parks  
Kelly Smith, Superintendent of Recreation

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

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

Committee Reports

Maintenance/Safety Committee

President Lithgow asked Jim Leppert, Construction Manager, IPRM to give an update on the Maintenance Operational Facility. He reported that due to delays with building service disconnects and permits; water main relocation; and contaminated soil delays, the project was approximately 4 weeks behind schedule. He believed that some time could be made up once they begin framing the building.

He requested that the Board approve Pay Application 02, covering the period from May 1 – 31<sup>st</sup>. The combined total is \$87,890.44; and includes the following:

Green Demolition: \$1,880.00  
Anagnos Door Co.: \$1,732.50  
D.E.S. Painting: \$ 360.00  
Revcon Construction Corporation: \$51,300.00  
DuPage Topsoil: \$32,617.94

After Board discussion, President Lithgow requested a motion to approve Pay Application 02. Whereupon, on motion by Commissioner Carlsen, seconded by Commissioner Callan, the payment of \$87,890.44 was approved. The roll call was as follows:

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

Jim Leppert informed the Board that part of the project would also include installing a water main and box to put irrigation to Eccles Field. The cost of the project would be approximately \$7000, and would be covered by the Park District.

Mr. Leppert exited the meeting at 7:15pm.

#### Finance/Personnel Committee

Commissioner Staab and Treasurer Lee Howard presented the budget comparison and the Combined Budget/Appropriation Ordinance for Board discussion. Treasurer Howard noted that the final budget was very similar with the tentative budget, which was approved at the April Board Meeting. There being no further discussion, President Lithgow requested a motion to approve Ordinance 2018-04, the Combined Budget/Appropriation Ordinance for the fiscal year ending April 30, 2019. Whereupon, on motion by Commissioner Staab, seconded by Commissioner Callan, the Ordinance was approved. The roll call was as follows:

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

#### Aquatics Committee

Commissioner Callan reported that the staff received an "Exceeds" on their first surprise Ellis Lifeguard audit. The last of the lifeguards have been Ellis certified, and the new concessionaire has been well received. There was a canine incident at the pool, in that a comfort therapy dog was brought in with a patron. In reviewing the Park District Policy, it stated that only service animals trained to provide a specific service were allowed at the pool.

Kelly Smith provided up to date numbers on pool passes sold this season. There has been an increase in non-resident and neighborly pool passes sold this year.

#### Recreation Committee

Kelly Smith, Superintendent of Recreation, informed the Board that camps are going into the 3<sup>rd</sup> week and registrations are still coming in for new sessions of Camp Imagination and Camp MVP. A free concert at the pavilion was moved to the CHMS cafeteria. Jeanie B! performed for approximately 50-60 young children and their parents. The sidewalk chalk was changed to a crayon mural on butcher paper, and both were well received. Upcoming events include the Ice Cream Social on July 12<sup>th</sup>; the Fishing Derby on July 14<sup>th</sup>; and the Movie at the Pool on July 19<sup>th</sup>.

The fall brochure will be delivered to the residents around August 2<sup>nd</sup>.

### Maintenance/Safety Committee

Mike Fletcher, Superintendent of Parks, informed the Board that Cub Scout Pack 51 had requested the use of the Prospect Park pathways on September 30<sup>th</sup> from 3-6pm for a Bike-a-Thon. It was understood that the pathways would need to be shared. Kelly Smith, Superintendent of Recreation also noted that the time would conflict with softball games and fall ball. Mike Fletcher would discuss a possible date change or time change with the Cub Scouts.

The Board discussed and approved skinning Eccles Field to make it playable for more age groups. The estimate received was for approximately \$18,000. Executive Director Scheltens would approach the Little League Board as well as the Travel Teams to share the cost.

The Board discussed the Intergovernmental Agreement with the Village of Clarendon Hills in regard to the Oxford Avenue Prospect Park Parking. Executive Director Scheltens informed the Board that there would be 19 head in parking spots plus 1 handicapped spot on Oxford. The Clarendon Hills Village Board had approved the agreement at their last meeting, and the Park Board would approve Resolution R-2018-01 at this meeting. There being no further discussion, President Lithgow requested a motion to approve Resolution R-2018-01, an Intergovernmental Agreement Between the Village of Clarendon Hills and the Clarendon Hills Park District in Regard to the Oxford Avenue Prospect Park Parking. Whereupon, on motion by Commissioner Carlsen, seconded by Commissioner Staab, Resolution R-2018-01 was approved. The roll call was as follows:

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

Executive Director Scheltens informed the Board that School District 181 had approved an Intergovernmental Utility Maintenance Agreement allowing the Nicor Gas line to be installed under their parking lot and connected to the new Maintenance Operational Facility. Director Scheltens was requesting pre-approval from the Park Board of Commissioners to move forward with this. Whereupon, on motion by Commissioner Callan, seconded by Commissioner Staab, the Board approved this Intergovernmental Utility Maintenance Agreement with School District 181. The roll call was as follows:

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

### President's Report

President Lithgow presented to the Board, Ordinance 2018-05, the Prevailing Wage Ordinance. There being no discussion, he requested a motion for approval. Whereupon, on motion by Commissioner Staab, seconded by Commissioner Callan, Ordinance 2018-05, The Prevailing Wage Ordinance was approved. The roll call was as follows:

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

There being no further business to come before this meeting, it was, motion by Commissioner Callan, seconded by Commissioner Staab, adjourned at 8:12pm by voice vote.

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Park Board Secretary

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