

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 315 CHICAGO AVENUE
July 25, 2016

The meeting was called to order at 7:02 p.m. by President Johnson.

The roll call was as follows:

Present: Austin, Carlsen, Johnson, Lithgow, and Staab
Absent: None

Other Officials Present: Donald Scheltens, Executive Director
Kathleen Forzley, Secretary
Mike Fletcher, Superintendent of Parks
Kelly Smith, Superintendent of Recreation

Addresses from the Audience - None

Approval of consent agenda

President Johnson inquired if anyone had any changes or additions to the minutes. There being none, President Johnson requested a motion to approve the consent agenda. Whereupon, on motion by Commissioner Lithgow, seconded by Commissioner Austin, the consent agenda was approved. The roll call was as follows:

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

Committee Reports

Finance/Personnel Committee

Commissioner Staab informed the Board that we are 3 months into the fiscal year. A first quarter financial report would be discussed at the August Board Meeting. He also told the Board that he would be meeting with Treasurer Lee Howard to discuss financing capital projects at a lower rate and the legal costs involved.

He would be discussing with Director Scheltens and Treasurer Lee Howard the upcoming salary survey. He would also like to complete this task by the end of September at the latest.

Aquatics Committee

Commissioner Lithgow informed the Board that we are currently 2/3 through the pool season. A statement of pool revenues and expenditures will be discussed at the August meeting. Mid-season pool pass sales have begun, as well as the 4th session of swim lessons. Limited pool hours begin on August 15th, with hours being 4 – 8:30pm on weekdays and 11:30 – 6pm on weekends. The Boat Regatta is scheduled for Saturday, August 6th and the next float night is August 12th.

Commissioner Lithgow also informed the Board that the auto vacuuming system is about 7 years old and needs to be replaced. Superintendent Mike Fletcher informed the Board that the pool filters were in good condition, and the sand could be replaced at the end of this season.

Superintendent of Recreation, Kelly Smith, informed the Board that after 15 summers, Manager Alison Briestansky will be leaving at the end of August and moving to Virginia. President Johnson told Superintendent Smith to get an appreciation gift from the Board for her years of dedication to the pool.

Recreation Committee

Commissioner Austin informed the Board that summer camps were winding down. Camps Imagination and MVP numbers were down slightly, but this was the first year of offering 2 week sessions. The Movie in the Park was rained out, but another one is scheduled for teens on August 26th. The movie will be "Guardians of the Galaxy".

The fall brochure is on-line today, and will be going to the Post Office on Thursday. Resident registration begins on Monday, August 1st. Registration for non-residents will begin on Monday, August 8th.

Commissioner Austin wanted to gratefully acknowledge District 181 for the use of the schools for the summer camps and programs.

Maintenance/Safety Committee

Commissioner Carlsen informed the Board that summer maintenance was moving along, and the maintenance facility was the next big project.

Superintendent of Parks, Mike Fletcher, presented a survey of local Park Districts and the costs for field usage and lights for non-resident teams. After discussion, the Board agreed that our fees needed to be raised to be more in line with neighboring districts. The Board also discussed how these non-resident teams pay for the field usage. Director Scheltens informed the Board that if the usage was for a few weeks, the fees were collected upfront. If the season was for 2 – 3 months, the fees were collected at the end. The Board agreed on a 50/50 payment, where half was due before usage permits were given, and the balance due at the end of the season. After further discussion, President Johnson requested the following amendments to the Field Allocation Policy: Non-resident Teams would be charged \$30/hour for the field usage and \$30/hour for the lights. The payment schedule would be changed to reflect half due before usage begins and the balance due after the season. The residency requirement for teams would be lowered from 80% to 75%. Whereupon, on motion by Commissioner Staab, seconded by Commissioner Austin, the amendments to the Field Allocation Policy were approved. The roll call was as follows:

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

Executive Director Scheltens informed the Board that there was a fire at the Prospect Park pavilion during the 4th of July weekend. A garbage can that was under the pavilion was set on fire, causing extensive damage to the supporting column and roof column. It will require replacing the column and roof rafter. The Board agreed that repairs should not begin until after the Fall Festival.

President's Report

President Johnson informed the Board that after meeting with the Village staff and Architect, it was determined that a 6,000 square foot maintenance facility could fit on the village property. He suggested that the office space and conference room could be in the Village maintenance facility. The Park District facility would be for housing vehicles and equipment. President Johnson spoke to Jim Leppert (IPRM), regarding a precast building to store the equipment and trucks, but was informed that it would not be cheaper. Executive Director Scheltens also informed the Board that there would be extra costs because the Village would need to move their salt shelters to accommodate the Park District maintenance facility. Putting the facility on the public works property would also create a shortage of staff parking. The Board agreed that this would need to be discussed further at the August meeting when Director Scheltens could present a plan from Williams Architects and the costs involved of putting the facility on the public works property as opposed to putting the facility in its current location.

Commissioner Carlsen stated that if this building is built in Prospect Park, it would provide needed storage space for the equipment and supplies for the recreation programs and special events that the Park District provides. Commissioner Lithgow asked Superintendent of Parks, Mike Fletcher where he would like to see the facility located. Mr. Fletcher responded that it made the most sense to locate the building and equipment closest to Prospect Park and the Community Center because Prospect Park and its facilities are highly used every day. Superintendent of Recreation, Kelly Smith, agreed because the second floor of the facility would be used to store equipment and supplies for Park District programs and special events, and would be easily accessible.

It was agreed that Jim Leppert and Doug Holzrichter should be at the August Board meeting with solid plans and cost estimates for the Board to make any decisions.

There being no further business to come before this meeting, it was, motion by Commissioner Lithgow, seconded by Commissioner Austin, adjourned at 7:55 p.m. by voice vote.

Secretary
