

MINUTES OF THE REGULAR MEETING  
CLARENDON HILLS PARK DISTRICT BOARD  
COMMUNITY CENTER – 315 CHICAGO AVENUE  
February 27, 2017 – 7:00pm

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

The roll call was as follows:

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

Other Officials Present: Donald Scheltens, Executive Director  
Lee Howard, Treasurer  
Kathleen Forzley, Secretary  
Mike Fletcher, Superintendent of Parks  
Derrick Martin, V-3 Companies

Addresses from the Audience

Resident Ken Hall came to the meeting to introduce himself to the Park Board Commissioners. His name is on the ballot for the position of Village Trustee for the April 4, 2017 election.

Approval of consent agenda

President Johnson inquired if anyone had any questions or changes to the consent agenda. There being none, President Johnson 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, Carlsen, and Johnson  
Nays: None  
Absent: Lithgow

Committee Reports

Maintenance/Safety Committee

Commissioner Carlsen informed the Board that the ice rinks were down. The sled hills were still up, but not currently used. He also informed the Board that Mike Fletcher has hired a part-time maintenance worker to work approximately 24 hours per week.

Executive Director Don Scheltens informed the Board that the Hosek Park Tennis Court fence replacement went out for bids. The bid opening would be on March 9<sup>th</sup>, and the bids would be presented to the Board at the March 20<sup>th</sup> meeting for approval.

Commissioner Carlsen expressed concerns with the baseball season beginning, that the teams and spectators keep the fields and dugouts clean and free from trash. The maintenance staff regularly places additional trash receptacles around the fields and dugouts, but it is important that the coaches make sure the trash is being picked up.

President Johnson asked Derrick Martin, V-3 Companies to give the Board an update on Phase II of the Hosek Park drainage improvements. Mr. Martin presented the Board with a proposal for professional services for the Hosek Park Ball Field improvements, which is part of the Hosek Park master plan.

As was requested, Mr. Martin discussed an estimate for professional services for the athletic fields, detention area, and the new storm sewer system, so the Board would have a complete idea of the cost involved to complete the three projects on the master plan. In regards to the detention area, Mr. Martin had spoken with a resident engineer who believed that it would not be cost effective for the Park District to bid and permit all proposed improvements to Hosek Park until the funding for each project could be secured. The Board agreed, after discussion, that the first project to be completed should be the athletic fields, to make the programming portion of the park more useable, with the retention area, walking path, and restrooms completed later.

Director Scheltens informed the Board that he needed approval to move forward with Phase II plans for Hosek Park and to approve the proposal for professional services for the Hosek Park Ball Field Improvements with V-3 Engineering, for \$39,300. Whereupon, on motion by Commissioner Austin, seconded by Commissioner Staab, the proposal was approved. The roll call was as follows:

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

\*Mr. Martin exited the meeting at 8:00pm.

Director Scheltens informed the Board that Doug Holzrichter, Williams Architects, would be at the March Board meeting with an updated long range capital projects plan update.

Superintendent of Parks, Mike Fletcher gave the Board an update of current projects in the maintenance department.

#### Recreation Committee

Commissioner Austin informed the Board that the Daddy Daughter Dance was attended by 70 couples (dads and their daughter), which was a huge increase from the previous year. Also on Friday night was a teen job fair, which was well attended. A successful senior tea was held on Wednesday afternoon. The Summer Camp Fair will be held on Thursday, March 9<sup>th</sup> at Prospect School.

Aquatics Committee- None

#### Finance/Personnel Committee

Treasurer Lee Howard presented to the Board the GFOA award, which is a Certificate of Excellence for financial reporting. He informed the Board that the Park District has received this award consistently for the last four years.

Commissioner Staab informed the Board that he was prepared at this meeting to discuss the salary schedule in the Executive session.

President's Report

Executive Director Scheltens presented to the Board a draft policy regarding the Regulation on the Use of Drones on Park Property to be discussed and decided upon at a future meeting.

President Johnson requested a motion to convene to Executive session for the following:

- a. Appointment, employment, compensation, discipline, performance, or discipline of an employee, pursuant to Section 2(c)(1)(2) of the Open Meetings Act.
- b. Discussion of minutes of meetings lawfully closed to the public, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes, pursuant to Section 2(c)(21) of the Open Meetings Act.

The Board reconvened to the Regular Board meeting at 8:35pm. The roll call was as follows:

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

President Johnson requested a motion to release the Executive Session minutes of April 27, 2015, and destroy the Executive Session audio tapes from April 28, 2014; May 19, 2014; March 23, 2015; and April 27, 2015. Whereupon, on motion from Commissioner Staab, seconded by Commissioner Austin, the motion was approved.

The roll call was as follows:

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

There being no further business to come before this meeting, it was, motion by Commissioner Austin, seconded by Commissioner Staab, adjourned at 8:43 p.m. by voice vote.

---

Secretary

---

---

---