

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 315 CHICAGO AVENUE
November 27, 2017 – 7:00 p.m.

The meeting was called to order at 7:03 p.m. by President Lithgow.

The roll call was as follows:

Present: Austin, Callan, Lithgow, and Staab

Absent: Carlsen**

**Commissioner Carlsen entered the meeting at 7:54p.m.

Other Officials Present: Donald Scheltens, Executive Director
Kathleen Forzley, Secretary
Michael Fletcher, Superintendent of Parks
Kelly Smith, Superintendent of Recreation
Derrick Martin, V-3 Engineer
Jim Leppert, Construction Director, IPRM
Doug Holzrichter, Project Executive, Williams Architects

Addresses from the Audience - None

Approval of consent agenda

President Lithgow inquired if anyone had any questions or changes to the consent agenda. 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, Callan, and Lithgow

Nays: None

Absent: Carlsen

President's Report

President Lithgow asked Derrick Martin, V-3 Engineer, to update the Board on the Hosek Park improvements. Mr. Martin informed the Board that he had met with all residents who had requested a meeting, and he was trying to find an agreeable time to schedule a site visit with the one remaining resident. Some of the residents were concerned with the placement of the path. It may be necessary to re-locate one tree in order to move the pathway on President's Alley. While the Board acknowledged the residents' concerns, they believed that moving forward with this project would still benefit the total community, as there would be increased field usage for softball and soccer. Mr. Martin was in the process of obtaining the necessary permits. The Village will be reviewing the Engineering documents. The Park District attorneys are currently reviewing the bid documents. Pending the permits and bid process, Mr. Martin was hoping to break ground after Memorial Day.

Mr. Martin exited the meeting at 7:34p.m.

President Lithgow asked Doug Holzrichter, Project Executive, Williams Architects to update the Board on the Prospect Park Maintenance Garage. Mr. Holzrichter informed the Board that the site plan had been changed slightly to meet the Village requirements and was in compliance with the zoning ordinance. Mr. Holzrichter told the Board that he would like to go out for bid in January, and if all went according to schedule he was hoping to begin construction in March.

Mr. Holzrichter exited the meeting at 8:00p.m.

President Lithgow asked Jim Leppert, Construction Director, IPRM to update the Board on the Maintenance Storage Garage. Mr. Leppert informed the Board that the site surveys have been completed, and a new location for the storage garage had been agreed upon. Jim Leppert will be seeking estimates for soil borings in December. Mr. Leppert would be meeting with the Village Civil Engineers next week to discuss some proposed changes to the plan.

Mr. Leppert exited the meeting at 8:20p.m.

Committee Reports

Maintenance/Safety Committee

Commissioner Carlsen introduced Keith Woodke, Landscape Architect, to present his annual IPM report. Mr. Woodke updated the Board on the past year's activities in the parks and answered questions regarding the algae in the Prospect Park ponds, which has greatly improved. At the conclusion of his report, Mike Fletcher, Superintendent of Parks announced to the Board that Mr. Woodke would be retiring on December 31st. He presented Mr. Woodke with a gift in appreciation for his years of service. Commissioner Carlsen told the Board that "Keith Woodke left the parks a better place". President Lithgow expressed his gratitude for all Mr. Woodke has done for the Park District, and both Mike Fletcher, Superintendent of Parks and Don Scheltens, Executive Director expressed their pleasure in working with Keith these last 15 years. Mr. Woodke thanked the Board for the gift and their kind words.

Mike Fletcher, Superintendent of Parks told the Board that the Village has included the Park District in the road program, and the Park District has inquired into the cost of adding 12 – 15 head in parking spaces on the east side of Oxford Avenue. The Board requested to obtain an estimate for 20 spaces.

Finance/Personnel Committee

Commissioner John Staab and Treasurer Lee Howard presented three levy options to the Board. After Board discussion, Mr. Staab recommended that the Board adopt a 2% levy increase. This is still under the CPI, and with talk of the state possibly enacting a property tax freeze, he believed this was fair to the taxpayers.

After further discussion, President Lithgow requested a motion to approve Resolution R-2017-04, a Resolution Determining the Amounts of Money Exclusive of Election Costs Estimated to be Necessary to be Raised by Taxation Pursuant to the Proposed Levy of the Clarendon Hills Park District for the Fiscal Year beginning May 1, 2017 and ending April 30, 2018. Whereupon, on motion by Commissioner Staab, seconded by Commissioner Austin, the Resolution was approved. The roll call was as follows:

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

Executive Director Scheltens informed the Board that the Levy Ordinance would be adopted at the December 18th Board meeting.

Commissioner Staab also discussed continuing to fund IMRF with an additional transfer of \$25,000 from the recreation fund. This had been done in the past, and the Board agreed. This will be discussed at the December meeting.

Recreation Committee

Commissioner Austin informed the Board that the Winter-Spring registrations had begun. Upcoming events include: Christmas Walk, Santa Train, Holiday Hang-Out, Lunch with Santa, and the senior Holiday Luncheon. Kelly Smith, Superintendent of Recreation informed the Board that the senior trip to see "Newsies" was cancelled, but was replaced with a Chicago Holiday Lights Tour.

Kelly Smith, Superintendent of Recreation, also informed the Board that the state conference would be held January 19 – 20th at the Hilton on Michigan. She told the Commissioners to contact her if they were interested in attending.

Aquatics Committee

Commissioner Callan reported that the majority of fall pool maintenance had been completed. Executive Director Don Scheltens presented a memo received from the Village of Hinsdale regarding the Super Pass distribution. The Village of Hinsdale proposed continuing with the 100 Super Passes that they have received in the past. They would raise their price per pass to \$50 to be equitable with the Clarendon Hills Park District pricing. They proposed a 60/40 split of profits with the Clarendon Hills Park District receiving 40%. After discussion, the Board agreed that the Clarendon Hills Park District should receive 60% of profits for super passes sold by Hinsdale, and in exchange, Hinsdale would receive 60% of profits from passes sold by the Clarendon Hills Park District. The Board agreed that additional meetings with the Village would need to take place.

There being no further business to come before this meeting, it was, motion by Commissioner Staab, seconded by Commissioner Austin, adjourned at 9:19pm by voice vote.

Park Board Secretary
