

MINUTES OF THE REGULAR MEETING  
CLARENDON HILLS PARK DISTRICT BOARD  
COMMUNITY CENTER – 315 CHICAGO AVENUE  
July 22, 2019 – 7:00pm

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

The roll call was as follows:

Present: Austin, Barcelos, Carlsen, and Draudt  
Absent: Callan

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 Austin asked the Board if they had any questions or comments. There being none, President Austin requested a motion to approve the consent agenda.

Whereupon, on motion by Commissioner Draudt, seconded by Commissioner Carlsen, the consent agenda was approved. The roll call was as follows:

Ayes: Draudt, Carlsen, Barcelos, and Austin  
Nays: None  
Absent: Callan

Committee Reports

Finance/Personnel Committee

Commissioner Draudt informed the Board that he had met with Executive Director Scheltens to discuss current capital projects as well as personnel. Treasurer Lee Howard would attend the August Board meeting. Commissioner Draudt asked Kelly Smith, Superintendent of Recreation to update the Board on the status of the new Recreation Supervisor. Kelly Smith informed the Board that she had received 23 applications and was hoping to begin interviews next week. She also informed the Board that she would be interviewing two candidates for the Marketing Coordinator position on Thursday. Morgan Mason, Marketing Coordinator from SEASPAR would be assisting.

### Aquatics Committee

In Commissioner Callan's absence, Valerie Louthan, Aquatics Manager/Recreation Supervisor updated the Board. She informed the Board that they had received an "Exceeds" on the July audit, and a "Pass" from the DuPage County Health Department inspection.

Staff Appreciation was held on Sunday and was attended by lifeguards, and by Kelly Smith, Superintendent of Recreation and Commissioner Callan.

Commissioner Carlsen told the Board that he had received positive feedback regarding the Passholder Night. It was well attended despite the weather.

Mid-Season Passes went on sale July 13<sup>th</sup>. Approximately 26 passes have been sold.

Upcoming Special Events at the Lions Park Pool include the Cardboard Boat Regatta; the Dash & Splash; and the Movie in the Park, which was rescheduled due to weather.

The Sea Lions Swim Team took 6<sup>th</sup> place overall in the Conference.

### Recreation Committee

Kelly Smith, Superintendent of Recreation informed the Board that the Ice Cream Social, which was coordinated by Valerie Louthan, was a big success; serving upwards of 200 people.

The Fishing Derby got an outstanding response, with the largest catch of the day being a 29" catfish. Commissioner Carlsen thanked Valerie Louthan, Kelly Smith, and Sean Keane from the Parks staff for a job well done.

Commissioner Carlsen asked if there was a portable AED that could be kept at the pavilion for special events. Since there was a chance of theft, the Board agreed to the purchase of another portable AED to be available for any special events.

Superintendent of Recreation, Kelly Smith informed the Board that the Touch a Truck would be on August 2<sup>nd</sup>. Annie Jr. was a huge hit with sold out audiences both nights. Camps were in the final weeks. The new brochure would be mailed August 2<sup>nd</sup>, and Resident Registration would begin Monday, August 5<sup>th</sup> at 9am. Non-Resident registration would begin on Monday, August 12<sup>th</sup>.

### Maintenance/Safety Committee

Commissioner Barcelos informed the Board that he had met with Mike Fletcher, Superintendent of Parks, and Executive Director Don Scheltens to get a brief rundown of the history of the Park District as well as a tour of the new maintenance building. He was hoping to get a thorough tour of the parks next week.

Executive Director Scheltens presented the bid results for the Prospect Park Tennis & Basketball Court Resurfacing. It was his recommendation that the bid should be rejected because of the high bid amount of \$266,000. Whereupon, on motion by Commissioner Barcelos, seconded by Commissioner Callan, the bid was rejected. The roll call was as follows:

Ayes: Barcelos, Carlsen, Austin, and Draudt  
Nays: None  
Absent: Callan

President's Report

President Austin reported that approximately 65 residents have participated in the focus groups. The goal was to reach 100 residents.

President Austin updated the Board on the carvings to be done on the cottonwood tree along the pathway by the lighted field. The work was in progress and should be completed soon. She also informed the new Commissioners that they would need to complete the Alcohol Training Class so they could help in the Beer Tent at the upcoming Fall Festival which will be held on Saturday, September 14<sup>th</sup>, at 3:30pm until 6:30pm.

Executive Director Scheltens informed the Board that the focus group report would be discussed at the August Board meeting, at which time the Board would discuss and decide whether to move forward with the second floor of the Community Center or look at other possible facilities. Treasurer Lee Howard will attend the August Board meeting.

There being no further business to come before this Board, it was, motion by Commissioner Barcelos, seconded by Commissioner Draudt, adjourned at 7:36pm by voice vote.

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Park Board Secretary

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