

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 315 CHICAGO AVENUE
August 26, 2019 – 7:00pm

The meeting was called to order at 7:00 p.m. by President Austin

The roll call was as follows:

Present: Austin, Barcelos, Callan, and Draudt

Absent: Carlsen**

Commissioner Carlsen entered the meeting at 7:06pm

Other Officials Present: Donald Scheltens, Executive Director
Lee Howard, Treasurer
Kathleen Forzley, Secretary
Mike Fletcher, Superintendent of Parks
Kelly Smith, Superintendent of Recreation
Doug Holzrichter, Williams Architects

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

Ayes: Callan, Draudt, Barcelos, and Austin

Nays: None

Absent: Carlsen**

Entered meeting at 7:06pm

Committee Reports

Recreation Committee

Commissioner Carlsen introduced Steve Contreras, Board Member of Clarendon Hills Little League Girls Softball. Mr. Contreras addressed the Board regarding adding batting cages on Eccles Field #1. This would entail dirt pads, with poles and netting to complete two batting cages along the left field line. Mike Fletcher, Superintendent of Parks informed the Board that the basic structure could cost approximately \$18,000 and could go up as high as \$25,000 with the re-grading.

Because the cost could reach \$25,000, the Park District was required to obtain at least two estimates. If the estimates come in under \$25,000, this project could be completed this fall. If the estimates are over \$25,000, the project would have to go through the bidding process, which will delay the start.

The Board discussed the cost and how much Little League would be willing to contribute. Mr. Contreras believed they could contribute up to \$5000. The Board agreed to table this item until next month when Mike Fletcher could obtain the two estimates and bring them to the September meeting. A unanimous voice vote was taken to table.

Commissioner Carlsen informed the Board that the new Recreation Supervisor, Vince Davis, would be starting on Wednesday, September 4th. He noted that the senior summer luncheon was well attended as was the movie in the park. He reminded the Commissioners that the Fall Fest was on September 14th and urged all Commissioners to volunteer in the Beer tent.

Aquatics Committee

Commissioner Callan informed the Board that the pool was now in post season hours. Both the Jr. Lifeguard and Diving classes were very successful. The Cardboard Boat Regatta only had 4 entries this year, so it was more of a “paddle around” the pool to show off their boats. Val Louthan, Aquatics Manager will look at marketing to get more people next year. Val Louthan also reported that the staff had received an “Exceeds” on their final audit.

Commissioner Callan presented the results of the August 21st Bid Opening for the Lions Park Pool Painting. The Board discussed the importance of completing all pools and spray park at the same time, to keep on the same schedule. After discussion, President Austin requested a motion to accept the low bid of \$60,000 from Alpha Paintworks. Whereupon, on motion by Commissioner Callan, seconded by Commissioner Carlsen, the bid of \$60,000 from Alpha Paintworks was accepted. The roll call was as follows:

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

Doug Holzrichter, Williams Architects would contact Alpha Paintworks to draw up the contract.

Maintenance/Safety Committee

Commissioner Barcelos informed the Board that he had toured all the parks with Mike Fletcher, Superintendent of Parks. He noted drainage issues in the new playground at Hosek Park and said the staff should keep an eye on it.

He noted that in the exit interview with the Landscape Specialist, it was discussed that the drainage was also an issue at Kruml Park, making the center of the field hard to mow. He also informed the Board that a frustration of the Landscape Specialist was having to stop landscape projects to deal with emergency tasks. Commissioner Barcelos suggested that we may need to look at additional maintenance laborers in next year's budget.

Executive Director Scheltens informed the Board that the problem with part-time hourly help is their hourly rate, in order to be competitive, comes close to the full-time staff.

Mike Fletcher, Superintendent of Parks, informed the Board that the Cub Scouts would like to repeat their Bike-a-thon on September 29th from 2:00 – 7:00. Cub Scouts would provide the Park District with a Certificate of Insurance. The Board agreed to this request.

Finance/Personnel Committee

Commissioner Draudt informed the Board that a new Recreation Supervisor had been hired, and would start on Wednesday, September 4th. The newly hired Marketing Coordinator had accepted another job, so Kelly Smith, Superintendent of Recreation would re-post the position. A position is also posted for a Landscape Specialist.

President's Report

President Austin discussed the results of the focus groups. There were approximately 75 residents that participated. Val Louthan, Aquatics Manager/Recreation Supervisor headed up the approximately 15 focus groups. The results were common among the groups. It is agreed upon that the Park District, while not limited in offerings, is limited in time slots, which is not convenient for many.

Executive Director Scheltens informed the Board that he has looked at land to purchase and build. To construct a new Community Center, approximately 20,000 square feet would cost between \$6 million and \$8 million. Treasurer Lee Howard told the Board that any new building would require a referendum. Because the Park District would be retiring bonds, the second floor could be accomplished without a referendum. Director Scheltens believed that this would be the only current means to increase recreation opportunities.

Doug Holzrichter, Williams Architects, told the Board that the second floor would double the current space to about 8000 square feet. This would require working with School District 181 to obtain permission to extend the front vestibule to accommodate the stairs to the second floor.

The Board discussed the need to make additional rooms flexible to accommodate different types of classes. The preschool rooms could offer tot classes and enrichment classes when not being used for preschool.

The Board agreed that this is the right direction to go, as we are losing patrons to other Park Districts and private businesses.

Doug Holzrichter, Williams Architects, informed the Board that he would be retiring, but would consult on this project as he is familiar with this building. He would be bringing Jim O'Malley, Williams Architects, to a future meeting to introduce him to the Board. Jim O'Malley would be acting as the Project Manager for this project.

President Austin requested a motion to Authorize an AIA Agreement for Williams Architects to move forward with the next phase of this project, including the schematic drawings for the second floor. Whereupon, on motion by Commissioner Barcelos, seconded by Commissioner Callan, the Board agreed to authorize the agreement with Williams Architects. The roll call was as follows:

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

There being no further business to come before this Board, it was, motion by Commissioner Callan, seconded by Commissioner Draudt, adjourned at 8:58pm by voice vote.

Park Board Secretary
