

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 315 CHICAGO AVENUE
April 27, 2020 – 7:00 p.m.

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

The roll call was as follows:

Present: Austin, Barcelos, Callan, Carlsen, and Draudt
Absent: None

Other Officials Present: Donald Scheltens, Executive Director
Lee Howard, Treasurer
Kathleen Forzley, Secretary
Mike Fletcher, Superintendent of Parks
Valerie Louthan, Superintendent of Recreation

Under Executive Order 2020-10, dated March 20, 2020, this meeting was open to the public either by Zoom meeting or via phone. Residents were asked to submit questions to the Board Secretary by email.

President Austin requested for a motion to Adopt Temporary Rules for Public Comment which allow for Public Comment to be sent via email. Whereupon, on motion by Commissioner Carlsen, seconded by Commissioner Draudt, the Temporary Rules for Public Comment was approved. The roll call was as follows:

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

Addresses from the Audience - None

No questions or comments were submitted by email to the Board Secretary. One Resident joined the meeting via Zoom.

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 Carlsen, the consent agenda was approved. The roll call was as follows:

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

Committee Reports

Finance/Personnel Committee

Treasurer Lee Howard informed the Board that this budget allows for normal annual operation of the Park District. With the Covid-19 situation in our community, we expect less expenditures which will balance the inevitable loss of revenues this summer and possibly into the fall.

Treasurer Lee Howard presented to the Board Ordinance 2020-01, the Tentative Combined Budget/Appropriation Ordinance for the fiscal year ending April 30, 2021. He explained that this budget could be changed between now and the final budget approval at the June or July meeting, which will also include a Public Hearing for resident input. After discussion, President Austin requested a motion to approve Ordinance 2020-01. Whereupon, on motion by Commissioner Draudt, seconded by Commissioner Carlsen, Ordinance 2020-01 was approved. The roll call was as follows:

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

Aquatics Committee

Commissioner Callan informed the Board that the pool would not be opening on Memorial Day due to Executive Order 2020-32. Executive Director Scheltens explained that the main reason for not opening in May was the health and safety of our patrons. There have been no instructions from the Executive Order regarding pools, so until that information is received and approved, the pool season will remain suspended.

Executive Director Scheltens informed the Board that if the pool does not open at all, there would be very little expenses. However, should the suspension be lifted, and the pool would open, there are considerable costs to open. This would include the initial filling costs as well as lifeguard training and re-certification. Should that happen, the Board would need to weigh the initial opening costs as well as the daily costs to run the pool against the revenue that a shortened season would generate.

President Austin requested a motion that the Lions Park Pool will not open for the season. Whereupon, on motion by Commissioner Callan, seconded by Commissioner Barcelos, the motion was approved. The roll call was as follows:

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

Recreation Committee

Commissioner Carlsen formally introduced Valerie Louthan as the new Superintendent of Recreation.

He informed the Board that due to the Executive Order, which did not allow for groups of more than 10, the summer camps (Camp Discovery, Camp Imagination, and Camp Champion) were also currently on hold, as are the other summer programs. Currently, summer camp and summer program registrations have been very low. The Recreation staff was looking at ways to present virtual programming to the residents.

Executive Director Scheltens informed the Board that the staff was also looking to “Bring the Parks to the People” by creating a “park” on the 16-foot trailer and driving through the neighborhoods. The staff would not be making final decisions regarding camps until further guidance and recommendations from the Illinois Parks and Recreation Association.

Maintenance/Safety Committee

Commissioner Barcelos informed the Board that all playgrounds have been closed in accordance to the Executive Orders 2020-10 and 2020-32. The Maintenance staff has begun spring mowing and aerating. Commissioner Barcelos told the Board he was still working on a pending project at Hosek Park and was hoping to have a quote for the Hosek Park Detention area by the June meeting.

President’s Report

President Austin informed the Board that residents are waiting for a decision as to whether the tennis courts will be open. Based on the Executive Order and the interpretation of the order by the Park District Attorney, the tennis courts will not be open at this time.

Executive Director Scheltens informed the Board that the Park District would not be receiving the PARC grant for the Community Center renovation. The grant writer informed Director Scheltens that a budget template page in the application was not submitted by him. In good faith for the time the grant writer put in on the application, the Board unanimously agreed to pay him \$750.

President Austin requested a motion to convene to Executive Session for the purpose of:

Appointment, employment, compensation, discipline, performance, or discipline of an employee, pursuant to Section 2(c)(1)(2) of the Open Meetings Act

Whereupon, on motion by Commissioner Draudt, seconded by Commissioner Carlsen, the meeting convened to Executive Session at 8:29p.m. The roll call was as follows:

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

The Executive Session reconvened to the Regular Board Meeting at 9:20pm.

The roll call was as follows:

Present: Austin, Barcelos, Callan, Carlsen, and Draudt
Absent: None

Commissioner Carlsen made a motion, seconded by Commissioner Draudt, to approve all salary recommendations by Executive Director Scheltens as well as Exemplary Performance Awards agreed upon by the Board. The roll call was as follows:

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

There being no further business to come before this meeting, it was, motion by Commissioner Callan, seconded by Commissioner Barcelos, adjourned at 9:23pm by voice vote.

Park Board Secretary
