

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 315 CHICAGO AVENUE
September 28, 2020 – 7:00 p.m.

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

The roll call was as follows:

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

Absent: None

** Commissioner Carlsen entered the meeting at 7:02 p.m.

Other Officials Present: Donald Scheltens, Executive Director
Lee Howard, Treasurer
Kathleen Forzley, Secretary
Valerie Louthan, Superintendent of Recreation
Jim Leppert, IHC Construction

Addresses from the Audience

Resident Mary Brown addressed the Board regarding the willow tree at the west end of Prospect Park. If the tree were not rotted, she suggested having the remaining trunk cut into a simple chair, that would be interactive for the children. Executive Director Scheltens informed her that he would discuss this with Mike Fletcher, Superintendent of Parks.

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

Ayes: Callan, Barcelos, Austin, Draudt and Carlsen

Nays: None

Absent: None

Committee Reports

Finance/Personnel Committee

Commissioner Draudt presented to the Board Resolution R-2020-01, a Resolution to approve Adopting a Policy for Handling Complaints of Sexual Harassment Made by One Elected Official Against another Elected Official. There being no further discussion, on motion by Commissioner Draudt, seconded by Commissioner Callan, the Resolution was approved. The roll call was as follows:

Ayes: Draudt, Callan, Carlsen, Barcelos, and Austin

Nays: None

Absent: None

Commissioner Draudt presented to the Board Resolution R-2020-02, a Resolution to Approve an Intergovernmental Agreement with DuPage County Regarding CARES Act Subrecipient Funding. Director Scheltens explained that this resolution would allow the Park District to be reimbursed for expenses incurred by the Covid-19 that were not considered in the budget for fiscal year 2020 – 2021.

There being no further discussion, on motion by Commissioner Draudt, seconded by Commissioner Barcelos, Resolution R-2020-02 was approved. The roll call was as follows:

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

Aquatics Committee

Commissioner Callan informed the Board that he had spoken with Executive Director Scheltens regarding ongoing projects at the pool. The maintenance staff was in the process of painting, and fence repairs. The grates in the deep end of the pool would need to be replaced, as well as purchasing a new handicapped lift chair, which would cost approximately \$3000.

Recreation Committee

Commissioner Carlsen informed the Board that the staff has done an excellent job providing activities for all age groups. The annual Fishing Derby was held on Saturday, September 26th, and was a big success. There were two sessions to allow for social distancing and were both well attended. Vince Davis, Recreation Supervisor had presented a Pre-fishing derby clinic, which was well received. The Parks staff had the ponds well prepped. A new addition on the west pond was a sign identifying the fish that are in the pond. The annual campfire was also well attended by approximately 50 people who came in 15-minute increments to make their s'mores. Everyone was expected to bring their own roasting sticks.

Superintendent of Recreation, Valerie Louthan, informed the Board that staff was offering preschool bingo and senior bingo at the pavilion, as well as a senior ice cream social. A Senior Harvest luncheon was being offered in October in place of the Holiday Luncheon. Registration would be limited to allow for social distancing.

Valerie Louthan also reported that fall Active Learners Preschool had to be cancelled because of late withdrawals for various reasons. The staff was working on marketing strategies for preschool 2021-2022, which would be in the new permanent preschool classrooms. Also being cancelled this year is the Santa Train. The staff was in the process of coming up with a replacement for this popular event.

Maintenance/Safety Committee

Commissioner Barcelos informed the Board that the new Prospect playground merry-go-round would be installed within the next couple of weeks. The security lights have been installed on the sheds at Hosek Park as well as the added signage to encourage residents to contact the police if they noticed anything unusual.

Commissioner Barcelos informed the Board that he was hoping to have concrete plans for the Hosek Park wetlands design for the October meeting. This project will be done in phases due to the timing and the costs. He expected that fall plantings would involve seed installation.

President's Report

President Austin asked Jim Leppert, IHC Construction LLC, to update the Board on the Community Center renovation project. He informed the Board that after the bid opening on August 27th, he recommended that the bid package for Excavation and Concrete be rejected and re-bid as the two bids were over IHC's estimate. He re-bid the Excavation and Concrete package as two separate packages along with the bid for the elevator. The bid opening for these three packages was September 24th.

Mr. Leppert informed the Board that the total bid awards totaled \$2,094,069.00. The bids came in approximately \$165,000 over the original estimates from IHC. The bidders also provided pricing for five (5) Alternates, which the staff recommended not accepting at this time.

President Austin asked Treasurer Lee Howard if the unanticipated costs could be found in the budget. Treasurer Howard told the Board that the budget was more than adequate to complete this project. Mr. Leppert, IHC Construction, told the Board that money was built in for allowances as well as a contingency fund. Mr. Howard, Treasurer told the Board that money for furniture and extras could be budgeted in the Budget ending April 30, 2022.

After Board discussion, President Austin made a motion to adopt IHC's recommendation to reject the bids for original Trade Package 03a opened on August 27, 2020 for the reasons described in the written memo from IHC dated September 25, 2020. The motion was seconded by Commissioner Callan. The roll call was as follows:

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

President Austin made a motion to adopt IHC's recommendation to accept the bids for all original Trade Packages, except Trade Packages 03a and 14a, opened on August 27, 2020 and to accept the bids for revised Trade Packages 02b, 03a, and 14a, opened September 24, 2020, for the reasons described in the written memo from IHC dated September 25, 2020. The motion was seconded by Commissioner Barcelos. The roll call was as follows:

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

Jim Leppert, IHC Construction, informed the Board that he would be writing up the contracts to the bidders and would plan to begin excavation of the building on November 20, 2020. The permit documents had been received with comments and would be resubmitted at the end of the week. There would be another meeting with the CHMS Principal and Building and Grounds, Executive Director Scheltens, and Mr. Leppert to finalize the construction schedule.

Mr. Leppert left the meeting at 8:02pm.

President Austin informed the Board that the Park District had received a request from a Clarendon Hills group to use Prospect Park for an overnight campout. She recommended denial of this request because Prospect Park was not equipped as a campground and there were no bathroom facilities. She suggested that the fire pit be offered as an alternative. The Board unanimously agreed.

She also informed the Board that permission had been approved for Infant Welfare to use Park District and Village property right of ways to display the luminaria. The luminaria will still be sold at the Lions Park Pool in early November.

Executive Director Scheltens informed the Board that the next three Board meetings would be held on October 26th, November 16th, and December 14th, at which time the Board would approve the Levy Ordinance.

There being no further business to come before this meeting, it was, motion by Commissioner Draudt, seconded by Commissioner Barcelos, adjourned at 8:08pm by voice vote.

Park Board Secretary
