

MINUTES OF THE REGULAR MEETING  
CLARENDON HILLS PARK DISTRICT BOARD  
MAINTENANCE FACILITY – 325 CHICAGO AVENUE  
May 24, 2021 – 7:00 p.m.

The meeting was called to order at 7:02p.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

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

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

Committee Reports

Finance/Personnel Committee

Commissioner Draudt informed the Board that the Park District was again the recipient of the GFOA award for excellence in Government Accounting. He commended Treasurer Lee Howard for this accomplishment. Treasurer Howard thanked the team effort for this accomplishment.

Treasurer Howard informed the Board that a Public Hearing would be held before the June Board Meeting to allow for public input regarding the Combined Budget/Appropriation Ordinance for the fiscal year ending April 30, 2022.

Aquatics Committee

Commissioner Callan informed the Board that the Lions Park Pool 300 resident season passes have sold out. No waitlists will be taken as the state is still in the Bridge Phase. Pool maintenance was ongoing with two of the pool pumps currently out for repair. Valerie Louthan, Superintendent of Recreation, and Hilary Opland, Aquatics Recreation Supervisor have reached out to returning lifeguards. Currently 17 lifeguards have been hired and will begin training this week. They would like to have at least 35 lifeguards when the pool opens to be fully staffed.

The Board discussed the changes should the state move into Phase 5 by June 12<sup>th</sup>. It was agreed that resident and non-resident season passes could be sold at that point but could be limited. Non-resident season family passes would be \$450 with non-resident daily admissions being \$18.00. Limited concessions may return in Phase 5. Also, the pool hours would return to 11:30 until 8:00pm and appointments would not be necessary. On limited days, the pool would open at 8:30am.

After Board discussion, Commissioner Callan made a motion that "Subject to moving into Phase 5 around June 12<sup>th</sup>, the Lions Park Pool was authorized to sell unlimited resident season passes, and daily admissions for residents at \$12 as well as non-resident daily admissions at \$18". This motion was seconded by Commissioner Barcelos and approved by roll call vote. The roll call was as follows:

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

Valerie Louthan, Superintendent of Recreation, introduced Hilary Opland, Aquatics Recreation Supervisor to the Board. Hilary informed the Board that she comes to the Clarendon Hills Park District with 16 years experience managing aquatics facilities. She was very excited to be a part of the Park District and was looking forward to a successful season. She will continue to advertise for lifeguard positions and would continue training as more guards were hired.

#### Recreation Committee

Commissioner Carlsen informed the Board that the Summer Brochure was out, and non-resident registrations were currently taking place. Youth camps and programs were filling, as well as popular adult programs. He was encouraged that the new facility would bring people into the Park District.

President Austin asked Mike Fletcher, Superintendent of Parks, of the status for the dedicated pickleball courts. Mr. Fletcher told the Board that he has not yet gotten a firm date as to when the project would begin. He would contact the company again to try to get a start date.

Executive Director Scheltens told the Board that he was very proud of his recreation staff. Being a fairly new staff, they all stepped up and kept programming running.

Valerie Louthan, Superintendent of Recreation, introduced Michelle (Mickey) Koegel to the Board. Ms. Mickey is the Early Childhood Recreation Supervisor, who previously was the lead teacher for the Active Learners Preschool. She will now oversee the Little Learners Preschool, which will include a 2's, 3's, 4's, and 5's program. Registrations for the 3's program was going very well, as well as registrations coming in for the 2's and 4's programs. Once the building is completed, the Recreation staff is planning an Open House to introduce the community to the new building and the programming offered.

### Maintenance/Safety Committee

Commissioner Barcelos informed the Board that the Maintenance staff was very busy with the grass cutting and weed management as well as preparing to begin the Hosek Park Natural Restoration Project. Mike Fletcher, Superintendent of Parks, told the Board that an article about the Restoration Project was in the Tribune as well as Patch. The staff would begin to aerate and level the area, as well as spraying for weed management. The Park District Maintenance staff would be responsible for the seeding which would happen a week after spraying. Piso and Associates have been retained to provide weed management of the site four times per year.

Commissioner Barcelos inquired if the plant enhancements of the berms by the park signs at each park have begun. Superintendent Mike Fletcher informed the Board that Brett Roberts, Landscape Specialist, will not be planting annuals until after the pool is up and running. Mr. Fletcher also informed the Board that the staff was planting memorial trees around the parks. Mr. Fletcher was in the process of hiring two more seasonal summer employees. He noted that maintenance help must be 18 years old to work.

Superintendent Fletcher informed the Board that he had received a letter from a resident requesting additional fencing with gates on the east and west sides of the Prospect Park playground for safety reasons. Currently the north and south sides of the playground are partially fenced, but the west side of the park is not, and the concern was children getting near the ponds. The west side faces the sled hill. Mr. Fletcher stated that there are no mandatory standards for fencing. It was suggested by Commissioners Barcelos and Callan to increase the north and south fencing by 40% and to place benches in the open areas to deter runners. After Board discussion it was agreed to contact PDRMA to complete a security audit of all the parks and address any safety or vandalism issues and how to correct them. The police will also increase their foot patrols through the parks.

Superintendent Mike Fletcher stated that the annual spring aerating and fertilization was currently going on as well as mowing for the last month.

President Austin was concerned with the garbage overflow at the pavilion and the ball fields and had researched large garbage and recycling cans that could not be picked up or tipped over. The company, Big Belly, supplies these cans and they would need approximately 6-8 weeks for delivery. The cost of these cans was \$125 per month for each of the cans. These cans are solar and have a GPS to notify when the cans are full. Superintendent Fletcher would contact the company and report to the Board.

President Austin noted that since the Fishing Derby would be held on June 26<sup>th</sup>, it would be an opportunity to hold a community Open House, from 10am until noon.

President Austin asked Jim Leppert, Project Manager, IHC Construction to give the Board an update on the renovations. Mr. Leppert told the Board that the ordered windows had shipped, and they were hoping to install them this week. The flooring in the corridors and meeting room has been installed and the countertops would be installed this week. Final inspections would be completed, and the parking lot would be blacktopped and striped. Director Scheltens informed the Board that the staff would be moving in on June 7<sup>th</sup>, and the public on June 14<sup>th</sup>.

President Austin presented a gift to outgoing Commissioner Bruce Carlsen and thanked him for his eight years of service to the Park District. Commissioner Carlsen also thanked both President Austin and the Board, as well as the staff, for working diligently to complete many major projects to move the Park District forward.

Secretary Kathleen Forzley administered the Oath of Office and officially swore in Commissioners Austin and Callan and new Commissioner Fetzer. The Commissioners took their places at the Board table.

As the next order of business, Secretary Kathleen Forzley opened the floor for nominations for the office of President. Commissioner Callan nominated Commissioner Austin for the office of President. Commissioner Draudt made a motion to close the nominations. The motion was approved by voice vote. On the question of who should be President of the Board, a roll call was taken with the following result:

Commissioner Callan:	Austin
Commissioner Barcelos:	Austin
Commissioner Draudt:	Austin
Commissioner Fetzer:	Austin
Commissioner Austin:	Austin

The votes have been taken; Commissioner Austin is elected President of the Park Board.

President Austin opened the floor to nominations for the office of Vice President of the Park Board. President Austin nominated Commissioner Callan for the office of Vice President. On motion by Commissioner Barcelos, the nominations were closed by voice vote.

On the question of who should be Vice President of the Board, a roll call was taken with the following result.

Commissioner Barcelos:	Callan
Commissioner Austin:	Callan
Commissioner Callan:	Callan
Commissioner Fetzer:	Callan
Commissioner Draudt:	Callan

The votes have been taken; Commissioner Callan is elected Vice President of the Board.

President Austin opened the floor for nominations for the office of Board Treasurer. President Austin made the motion to appoint Lee Howard as the Treasurer of the Park District Board. Commissioner Callan seconded the motion. The roll call was as follows:

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

The votes have been taken; Lee Howard is elected Treasurer of the Board.

President Austin made the motion to appoint Kathleen Forzley as the Secretary of the Park District Board. Commissioner Draudt seconded the motion. The roll call was as follows:

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

The votes have been taken: Kathleen Forzley is elected Secretary of the Board.

President Austin named the Commissioners to the following Committees:

Commissioner Draudt: Finance/Personnel  
Commissioner Callan: Aquatics  
Commissioner Fetzer: Recreation  
Commissioner Barcelos: Maintenance/Safety

There being no further business to come before this meeting, it was, motion by Commissioner Draudt, seconded by Commissioner Callan, adjourned at 8:34pm by voice vote.

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Park Board Secretary

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