

**MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 325 CHICAGO AVENUE
September 27, 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, Draudt and Fetzer
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 Barcelos, seconded by Commissioner Callan, the consent agenda was approved. The roll call was as follows:

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

Committee Reports

Finance/Personnel Committee

Commissioner Daunt requested that Treasurer Lee Howard discuss and clarify the Commissioners' questions regarding the audit ending April 30, 2021. Treasurer Howard answered the Commissioners' questions and explained the differences were because there was no pool revenue due to Covid and adjustments due to accruals. Only 34% of revenues were received, and the expenditures were less than revenues.

Aquatics Committee

Commissioner Callan informed the Board that the Financial Pool Report would be presented at the October Board meeting. FGM Architects will have the complete pool audit at the October or November Board meeting. This audit will assist the Board in developing a Strategic Plan for the pool as well as a replacement schedule.

Recreation Committee

Commissioner Fetzer informed the Board that the Fall Fest was very well attended and enjoyed. The wagon ride and the inflatables continued to be very popular.

Commissioner Callan questioned the expenses vs the revenues for this event. Executive Director Scheltens explained that this event is not a money maker, but a giveback to the residents. The Park District receives a few sponsorships and revenue from the Beer Tent. Food vendors keep all revenue received. This event also gives Clarendon Hills community organizations the opportunity to set up a table and introduce themselves to the community. Director Scheltens thanked Superintendent Louthan and Aquatics/Recreation Supervisor Hilary Opland for their hard work. The staff will revisit this event to discuss additions or deletions for next year.

Culinary classes have begun, and Athletic/Facility Recreation Supervisor Vince Davis is working on new culinary programs for both adults and children. Both the Lady Devils softball and Fall Ball have begun and showing good numbers.

Senior/Facility Recreation Coordinator, Maria Tobin has offered many senior programs to try and maintain the core group and is hoping to entice new participants. Recently, the group enjoyed the Architectural Boat Cruise in Chicago which included a box lunch. Maria has partnered with Senior Living facilities for sponsorships to offset the cost of programs.

Superintendent Valerie Louthan informed the Board that the Recreation staff was currently working on the Winter-Spring brochure. Resident registration would begin November 29th and non-residents would begin registering three weeks later.

President Austin asked Superintendent Louthan if the Park District should do another survey to get opinions and suggestions from the new young families that have moved to Clarendon Hills. The short survey would contain specific questions. Commissioner Lara Fetzer suggested a pop-up survey when the program is completed. The Board discussed various ways to reach new families in the community.

Maintenance/Safety Committee

Commissioner Barcelós reported that the Hosek Park prairie project is greening up nicely. There will not be any flowers this fall but should flower next spring and summer. He suggested that money should be budgeted next year for fill in plantings.

Superintendent Mike Fletcher informed the Board that Piso and Associates have taken care of mowing and weed control.

The Commissioners questioned Superintendent Fletcher regarding the west parking lot lighting at Hosek Park. Superintendent Fletcher has contacted ComEd but has not received a call back. Lighting on the east lot has been completed.

Superintendent Mike Fletcher informed the Board that he had received 2 proposals to outsource the nightly cleaning of the Community Center. The lowest bid came in at \$33,000 for 5 days per week. Director Scheltens reminded the Board that an additional full-time maintenance staff has been budgeted for next spring. Director Scheltens and Superintendent Fletcher have also discussed using that money toward the new full-time employee who would be scheduled afternoons and evenings to do both park maintenance and Community Center maintenance/cleaning.

Superintendent Fletcher informed the Board that 2 of the Little Libraries were completed at Steeves and Kruml parks. The Parks Foundation would be stocking the books. The Board discussed creative ways to market the Little Libraries to the community.

President's Report

President Austin asked the Board for their opinion on the sketches for the Hosek Park east playground. President Austin commented that the equipment resembled the Prospect Park playground which was replaced in 2018. The Board agreed that the playground should be distinct from the other playgrounds. Executive Director Scheltens informed the Board that there would be equipment for the two connected playgrounds. The smaller playground would be for ages 2-5, and the other playground for ages 5-12. Director Scheltens told the Board that the plans could be changed to distinguish this playground from Prospect Park. He also explained that Game Time would give the Park District a discount if the equipment is ordered in October. The equipment would be under the 2021-2022 budget, and the installation costs in next year's budget. Director Scheltens informed the Board that he would contact Game Time and ask when the latest date in October that the equipment could be ordered to receive the discount.

The Board discussed the cost of the equipment and Director Scheltens explained that if the costs went over the budgeted amount, other projects approved in the master plan may have to be put off for future budgets. After further discussions, President Austin requested a motion to Approve Expenditures up to \$250,000 for Equipment Purchases for the Hosek Park East Playground to be Purchased in Fiscal Year 2021-2022.

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

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

President Austin asked the Board to bring their ideas for the playground to the October meeting.

There being no further business to come before this meeting, it was, motion by Commissioner Draudt, seconded by Commissioner Barcelos, adjourned at 8:25 by voice vote.

Park Board Secretary
