

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 325 CHICAGO AVENUE
February 28, 2022 – 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, and Draudt
Absent: Fetzer

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

President Austin informed the Board that Commissioner Fetzer was unable to attend the meeting due to illness, but would like to participate by telephone, in accordance with the procedures for remote participation, which was adopted by the Board on April 28, 2014, with the passage of Resolution R-2014-05.

Commissioner Barcelos made a motion to allow Commissioner Fetzer to participate remotely (via telephone) as defined by Resolution R-2014-05, adopted by the Park Board of Commissioners on April 28, 2014. The motion was seconded by Commissioner Draudt and approved by roll call vote. The roll call was as follows:

Ayes: Barcelos, Draudt, Austin and Callan
Nays: None
Absent: None
Present: Fetzer (via telephone)

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

Ayes: Callan, Barcelos, Draudt, and Austin
Nays: None
Absent: None
Present: Fetzer (via telephone)

Finance/Personnel Committee

Commissioner Draudt informed the Board that Executive Director Scheltens, Treasurer Lee Howard and he had begun the budget process. The Tentative Budget would be presented to the Board at the April Board meeting. A Public Hearing would be held in June allowing for public comment.

Executive Director Scheltens informed the Board that he and Superintendent Fletcher had met with the representatives from Little League and Girls' Softball to discuss replacing the batting cages on the Prospect Park Field #2. They informed Director Scheltens and Superintendent Fletcher that the cages at Walker and Prospect are too narrow. The replacement cost would be approximately \$48,000, and Little League, Softball, and the Travel Teams could contribute \$16,000. Director Scheltens informed the Board that he budgets some money for athletic field improvements each year, but this would not be enough of a contribution for new batting cages. This project would need to be budgeted under capital projects.

Commissioner Callan stated that Eccles field was not extensively used by Little League, and mostly used by the Travel Teams. The Board discussed workable solutions but agreed that this project would not happen in this year's budget. Commissioner Barcelos suggested that the Park District should have a 5-year plan with Little League, so their future projects could be budgeted instead of waiting until spring. This would also allow Little League to come up with a larger contribution. The Board agreed with his suggestion.

Aquatics Committee

Commissioner Callan informed the Board that Director Scheltens and Superintendent Louthan were still conducting interviews for the new Aquatics/Recreation Supervisor. Three of the four pool managers would be returning, and if the Park District is unable to secure a qualified candidate, the position would be filled in with internal staff. Valerie Louthan, Superintendent of Recreation, has contacted the seasonal staff to see if they will be returning.

Executive Director Scheltens said that as part of the pool audit, FGM flagged the sand filters. Both tanks would need the sand replaced and the agitator arm to be replaced. The low estimate cost of this would be approximately \$24,000 and would need to be completed by May 1st. Work might also begin in March to replace the concrete wall between the slide and the diving wall. The cost would be approximately \$7,000 - \$10,000. All water lines would be tested in mid-April to check for leaks.

Recreation Committee

Commissioner Fetzer (via telephone) informed the Board that the Summer Brochure was mailed to all households and resident registration would begin on March 7th, and non-resident registration would begin on March 28th. The winter-spring session would finish with a Leprechaun Hunt and the Easter Egg Hunt. She also informed the Board that the Young Rembrandts art classes which were offered on Saturday have become extremely popular.

Maintenance/Safety Committee

Commissioner Barcelos informed the Board that based on the budget, Superintendent Fletcher, and Director Scheltens were in the process of hiring a full-time maintenance worker. This person would be responsible for cleaning the Community Center building in the morning and park maintenance in the afternoon. This staff member would replace the cleaning company that has been contracted currently to maintain the building.

Director Scheltens informed the Board that District 181 has requested that the Park District staff assist with cleaning the snow off the sidewalks. They need this done before the students get to school. The Park District maintenance staff is unable to commit to this as their priority would be the Park District sidewalks, walking paths and the parking lot.

Commissioner Barcelos will meet with Brett Roberts, Landscape Architect, and Superintendent Fletcher to discuss landscape enhancements to the berms at all the parks.

Superintendent Fletcher informed the Board that the Park District had received a Certificate of Appreciation from Toys for Tots for the very generous toy donations.

President's Report

President Austin informed the Board that as part of the Master Plan, which was last completed in 2016 by William Architects, a chronological list of future projects through 2027 will be discussed at the March meeting. She asked the Commissioners to bring their suggestions to the March meeting.

Commissioner Callan questioned the ratio of open space to the population of Clarendon Hills. Director Scheltens informed the Board that NRPA recommends ten acres for every 10,000 residents. As the Park District does not currently meet this recommended requirements, Commissioner Callan wanted to discuss if the Park District was efficiently using the available land.

Director Scheltens informed the Board that installation of the Hosek Park playground would begin on May 1st and should take about 30 days to complete.

There being no further business to come before this meeting, it was, motion by Commissioner Barcelos, seconded by Commissioner Draudt, adjourned at 8:09p.m. by voice vote.

Park Board Secretary
