

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 325 CHICAGO AVENUE
April 25, 2022 – 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 Draudt, seconded by Commissioner Barcelos, the consent agenda was approved. The roll call was as follows:

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

Committee Reports

Finance/Personnel Committee

Commissioner Draudt informed the Board that he and Treasurer Lee Howard would be presenting the Tentative Budget/Appropriation Ordinance for the fiscal year ending April 30, 2023. This budget included \$300,000 of carryover funds which will be transferred to Capital Projects. Executive Director Scheltens stated that approximately \$200,000 was earmarked for Hosek Park improvements. However, some of the Hosek Park improvements would have to be reduced or cancelled due to the unexpected expense of a total roof replacement in conjunction with School District 181 this summer.

After Board discussion President Austin requested a motion to approve Ordinance 2022-01, the Tentative Budget/Appropriation Ordinance for the fiscal year ending April 30, 2023. Whereupon, on motion by Commissioner Draudt, seconded by Commissioner Callan, Ordinance 2022-01 was approved. The roll call was as follows:

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

Aquatics Committee

Commissioner Callan informed the Board that the water pipe inspections have been occurring, and two possible leaks have been located. One of the leaks could be fixed quickly, but the other may be under the main pool. The goal is to manage this through the season. If this would need to be repaired immediately, it could delay filling the pool by two weeks. The sand tanks are in the process of being refurbished, for approximately \$24,600. The goal is to keep these tanks operating for another year or two, before having to replace these tanks. This replacement could cost approximately \$350,000 - \$400,000. These tanks are a necessary part of pool sanitation, as they are designed to filter out all solids.

Commissioner Callan informed the Board that pool passes are currently available for purchase. The goal is to sell 425 family pool passes. This would include 100 non-resident family passes. Superintendent Louthan updated the Board regarding staffing for the pool. The admissions staff is all set, but interviews continue for lifeguards and group swim lesson instructors. Dave Littwin, Aquatics Recreation Supervisor, has been advertising at all local high schools to recruit new hires.

Recreation Committee

Commissioner Fetzer informed the Board that the final spring events were very well received, especially the Easter Egg Hunt. Summer registrations were going well and the Little Learners 2's program will be adding a second class. Valerie Louthan, Superintendent of Recreation informed the Board that all Recreation Supervisors had attended a SEASPAR Inclusion seminar, and the SEASPAR staff will be at camp orientations to train the summer counselors. After the great success of the fishing clinic that Recreation Supervisor Vince Davis held last year, he is now offering a fishing club to attract the middle schoolers.

President Austin questioned Superintendent Louthan about the recreation program surveys. Since these surveys pop up at the end of the program, the Board believes that most parents will not go back into their home account to fill out the survey. It was suggested that paper surveys be handed out halfway through the program or go back to using Survey Monkey to get feedback. Superintendent Louthan will revisit the surveys and bring results to the May meeting.

Maintenance/Safety Committee

Commissioner Barcelos informed the Board that the staff is involved in spring maintenance at all parks. The restrooms are open at the pavilion and the maintenance building, as well as a port-a-toilet near the lighted baseball field. The staff is currently working on the drinking fountains and the irrigation in the parks. Superintendent Fletcher has not yet posted the job for the additional full-time staff member. The job description is being finalized and the position will be posted.

Commissioner Barcelos updated the Board regarding the Hosek Park Natural Restoration project. This project is currently in Phase II, which involves planting actual plants. The Parks staff will do this planting.

Commissioner Barcelos informed the Board that the Park Avenue sled hill project would require approximately 4,000 plants that are yet to be determined. The cost of this project could be approximately \$30 - \$40,000 and would need to be contracted out due to the amount of time and labor.

Executive Director Scheltens informed the Board that this project was not currently budgeted and would need to be completed in two or three phases if approved by the Commissioners. Phase I would begin on the North side of the hill. Director Scheltens explained to the Board that Park Avenue was not owned by the Park District but was maintained as part of an intergovernmental agreement with the Village. A suggestion was made that the Village should be approached to provide some financial assistance for this project as it was for safety reasons.

President's Report

President Austin informed the Board that District 181 had contacted Director Scheltens regarding the total roof replacement. The cost to the Park District is 10%, or approximately \$60,000. Because this was not a planned budget item some of the projects planned for Hosek Park may need to be reduced or cancelled until next fiscal year.

President Austin had been approached by residents regarding additional shade at the Prospect Park playground. It was suggested to plant additional shade trees near the climbing logs and the toddler swings. President Austin also asked for an update on replacing the empty spot in the playground with a new piece of equipment. The previously planned piece of equipment had been discontinued.

Commissioner Fetzter presented her suggestions for the updated Mission Statement. After Board discussion, President Austin asked the Commissioners to bring their suggestions to the May Board meeting.

President Austin excused Superintendent Fletcher and Superintendent Louthan from the meeting before the Board convened to Executive Session. They exited the meeting at 8:38pm.

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

- a. Discussion of minutes of meetings lawfully closed to the public, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes, pursuant to Section 2(c)(21) of the Open Meetings Act
- b. 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 Barcelos, this meeting was convened to Executive Session at 8:40pm. The roll call was as follows:

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

The Executive Session reconvened to the Board Meeting at 9:44pm.

President Austin made a motion to approve the salary recommendations of the Executive Director as well as the Exemplary Performance Awards for the 2021-2022 fiscal year as discussed by the Board, and to release the Executive Session minutes of October 25, 2021, as well as the destruction of the audio tape from the October 26, 2020, Executive Session. This tape will be destroyed on April 26, 2022. This motion was seconded by Commissioner Draudt and approved by roll call vote. The roll call was as follows:

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

There being no further business to come before this meeting, it was, motion by Commissioner Draudt, seconded by Commissioner Callan, adjourned at 9:47p.m. by voice vote.

Park Board Secretary

