

MINUTES OF THE REGULAR MEETING  
CLARENDON HILLS PARK DISTRICT BOARD  
COMMUNITY CENTER – 325 CHICAGO AVENUE  
November 14, 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, 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 and  
Facilities

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, Austin, Draudt, and Fetzer  
Nays: None  
Absent: None

Committee Reports

Finance/Personnel Committee

Commissioner Draudt informed the Board that Executive Director Scheltens, Treasurer Lee Howard, and he had completed the Property Tax Projections worksheet for the 2022 Tax Levy and would be presenting four Levy Resolutions for the Board to discuss and approve. After discussion, the Board agreed to approve the Levy Resolution in the amount of \$2,272,928 for the Levy Year 2022. President Austin requested a motion to approve Resolution R-2022-03, A Resolution Determining the Amounts of Money Exclusive of Election Costs Estimated to be Necessary to be Raised by Taxation Pursuant to the Proposed Levy of the Clarendon Hills Park District for the Fiscal Year Beginning May 1, 2022 and Ending April 30, 2023. Whereupon, on motion by Commissioner Draudt, seconded by Commissioner Barcelos, Resolution R-2022-03 was approved. The roll call was as follows:

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

Director Scheltens informed the Board that the Levy Ordinance would be approved at the December Board meeting and filed with the county.

#### Aquatics Committee

Commissioner Callan informed the Board that FGM Architects would be attending the December 12<sup>th</sup> Board meeting with at least three design plans and cost estimates for each.

#### Recreation Committee

Commissioner Fetzer informed the Board that the Little Learners Preschool was in the process of Thanksgiving activities, preparing for a holiday concert, and completing Student Assessments for the first semester. The marketing campaign for the Fall 2023 semester would begin on January 1<sup>st</sup>. Upcoming events include Santa's Workshop, Mrs. Claus's Kitchen, the senior Harvest Luncheon, and the Holiday Luncheon, as well as Letters to Santa.

Superintendent of Recreation and Facilities, Valerie Louthan informed the Board that she and Maria Tobin, Senior Recreation Supervisor, had attended a seminar with the Vermont Systems to learn about general upgrades to the RecTrak system. The upgrades would allow the inclusion of camper forms to be accessed from the residents' household accounts.

Commissioner Fetzer informed the Board that the Winter-Spring 2023 brochure will be posted on the Park District website on Friday, November 18<sup>th</sup>. The Clarendon Hills Holiday Walk will be held on December 2<sup>nd</sup>, and the Park District staff will again be sponsoring Santa Claus, as well as serving hot chocolate and cookies.

#### Maintenance/Safety Committee

Commissioner Barcelos informed the Board that Superintendent of Parks, Mike Fletcher, and his staff have installed the snow fences at the Park Avenue, and Prospect Park sled hills. Mr. Fletcher informed the Board that the ice rinks will be set up, but not filled, until sub-zero temperatures are predicted for at least a week. The pavilion restrooms have been shut down for the winter, and additional safety signage has been posted around the Prospect Park ponds.

Commissioner Barcelos asked for an update on the hiring of the full-time Parks Foreman. Superintendent Fletcher informed the Board that interviews have taken place and the chosen new hire would begin employment on January 1<sup>st</sup>.

President's Report

President Austin informed the Board that two willow trees in Prospect Park were lost in the last storm. She said that residents have been contacting her requesting that new Willow trees be planted. Superintendent Fletcher informed the Board that two Weeping Willows and two Corkscrew Willows would be planted in the spring. He said that the largest trees available to purchase were only 3-1/2 inches in diameter. He was pursuing options to purchase bigger trees. Director Scheltens informed the Board that the Clarendon Hills Parks Foundation will donate \$1,000 toward the new trees.

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

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.

Whereupon, on motion by Commissioner Draudt, seconded by Commissioner Callan, the Board convened to Executive Session at 7:45p.m. The roll call was as follows:

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

The Board reconvened to the Regular meeting at 7:48p.m. President Austin requested a motion to approve the release of Executive Session Minutes from April 25, 2022, and the destruction of the Executive Session audio tape from April 26, 2021. Whereupon, on motion by Commissioner Barcelos, seconded by Commissioner Draudt, the motion was approved. The roll call was as follows:

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

There being no further business to come before this meeting, it was, motion by Commissioner Draudt, seconded by Commissioner Barcelos, adjourned at 7:52p.m. by voice vote.

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Park Board Secretary

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