

MINUTES OF THE REGULAR MEETING  
CLARENDON HILLS PARK DISTRICT BOARD  
COMMUNITY CENTER – 325 CHICAGO AVENUE  
May 19, 2025– 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  
Katie Gock, Assistant Director  
Mike Fletcher, Superintendent of Parks

President Austin requested a motion to appoint Assistant Director Gock as Secretary Pro Tem in the absence of Secretary Forzley. Whereupon, on motion by Commissioner Austin, seconded by Commissioner Fetzer, Assistant Director Gock was appointed Secretary Pro Tem. The roll Call was as follows:

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

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

Committee Reports

Finance/Personnel Committee

Commissioner Draudt informed the Board that the staff is finishing second rounds of interviews to replace the Superintendent of Parks Mike Fletcher following his retirement. Staff will have a decision by the end of the week.

Executive Director Scheltens reminded the Board that a Public Hearing would be held at 7:00pm before the June 23<sup>rd</sup> Regular Board meeting, to allow the public to comment on the Combined Budget/Appropriation Ordinance for the fiscal year ending April 30, 2026. The Regular Board meeting would follow immediately after the Public Hearing.

### Aquatics Committee

Commissioner Callen informed the Board that the demolition on certain areas of the pool will begin approximately mid-June.

### Recreation Committee

Commissioner Fetzer informed the Board that Preschool wrapped up for the year with 4-year-old graduation and picnics for the 2s and 3s program the week of May 12th. The parents were all very grateful and thankful for a great school year.

The color run was held on May 2<sup>nd</sup>, after which 57.6% of survey respondents found out about the event in the brochure, while 20% heard it through family or friends. The survey further revealed that 61.5% indicated that they were very satisfied while 38.4% stated satisfied.

Staff hosted the Mommy and Me Tea on May 8<sup>th</sup>. Survey results indicated that 66.6% of participants were very satisfied while 33.3% indicated satisfaction. Of the people who responded, 77.7% said that they were very likely to recommend this type of program to a friend, while 22.2% said it was likely.

Summer registration is coming in steady. All staff are continuing to plan, prepare, and organize the summer programs and camps.

Upcoming events include:

- Fishing Derby – Saturday June 21 – 8-10am @ Prospect Park Ponds
- Ice Cream Social – Thursday July 10 – 6-7pm @ Prospect Park Pavilion
- Fall Fest is scheduled for Saturday, September 20 @ Prospect Park

### Maintenance/Safety Committee

Mike Fletcher stated that three of the summer staff are on board and fully trained for the summer, and one more will be coming later next week. Superintendent Fletcher informed the Board that the parks were fertilized during May and weed killer was applied as needed. He also updated the Board on the improvements at the lighted field.

Commissioner Austin informed the Board that staff would like to work with Hitchcock Design Group to put together an OSLAD Grant application for a total of \$22,000. This amount would be used for for an updated Master Plan, Community meetings and an OSLAD grant application for Hosek Park. After discussions, the Board agreed to move forward with the proposal from Hitchcock Design Group. Whereupon, on motion by Commissioner Draudt, seconded by Commissioner Callan, the motion was approved.

The roll call was as follows:

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

Executive Director Scheltens opened the discussion on the athletic field improvements at Prospect Park regarding the fencing on the lighted field #2, which is the field needing the most extensive work. The improvements to this field would cost approximately \$300,000 when all completed. The work includes backstop netting, sideline and home run fencing, a backstop retaining wall and outfield drainage. The staff will update the Board at the June meeting with the contractor proposals..

#### President's Report

President Austin read the May 15, 2025, Bid Review Summary from Hitchcock Design Group for the Prospect Park Courts Renovation project. Sealed bids for this project were opened by Hitchcock Design Group at a public meeting on May 15, 2025. The Board reviewed and agreed with the recommendations from the Bid Review Summary letter dated May 16, 2025, from Hitchcock Design Group. Whereupon, on motion by Commissioner Draudt, seconded by Commissioner Barcelos, the Board approved the low bid from Landworks Limited in the amount of \$129,715. The roll call was as follows:

Ayes: Draudt, Callan, Fetzer, Austin, and Barcelos

Nays: None

Absent: None

President Austin read the "Recommendation to Award Trade Contracts" letter from IHC Construction Project Manager Jim Leppert for the Lions Park Pool Renovations project. IHC representative Tracy Templin said the sealed bids for this project were opened by IHC at a public meeting on May 13, 2025. Following the receipt of bids, IHC conducted a qualification process with the apparent low bidders in each of the trade packages.

After having conducted this qualification process and reviewing the Bid Tabulations sheets and the Post Bid Estimates of Probable Project Cost with the Park Board. IHC recommends making the Base Bid Awards to the trade contractors in the amounts indicated on IHC's letter of recommendation dated May 16, 2025.

Whereupon, on motion by Commissioner Callan, seconded by Commissioner Fetzer, the Board approved the Base Bids Award Trade Contracts and the Alternates as presented by the IHC Letter of Recommendation to Award Trade Contracts dated May 16, 2025. The roll call was as follows:

Ayes: Draudt, Callan, Fetzer, Austin, and Barcelos

Nays: None

Absent: None

The Board presented outgoing Commissioner Callan with a gift of appreciation and thanked him for his years of service to the Park District.

Secretary Pro Tem Katie Gock requested newly elected Commissioners Austin, Fetzer, and Sink to come forward individually to be sworn in. Secretary Pro Tem administered the oath of office to each elected Commissioner and were officially sworn into office for a four- year term.

There being no further business to come before this meeting, it was, motion by Commissioner Draudt, seconded by Commissioner Sink, adjourned at 7:51 p.m. by voice vote.

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Park Board Secretary

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