

**BARTLETT PARK DISTRICT  
COMMITTEE WORKSHOP MEETING MINUTES  
TUESDAY, MAY 8, 2018**

**Call to Order**

Vice President Eckelberry called the meeting to order at 7:30pm.

**Roll Call**

Vice President Eckelberry called for the roll. Commissioners answering present were: Stephen Eckelberry, Nicholas A. Mostardo, Theodore J. Lewis, Lori A. Palmer, and Diana Gunsteen. Commissioner Susan M. Stocks, and James A. Mansfield were absent.

Staff members present were Executive Director Rita Fletcher, Superintendent of Recreation Kimberly Dasbach, Superintendent of Villa Olivia Peter Pope, Superintendent of Parks and Planning Kelly O'Brien, Superintendent of Business Services Kevin Romejko and Superintendent of Special Facilities Lynsey Heathcote.

Recording Secretary Kim Monforti took the minutes.

**Finance Committee, Mr. Mostardo Chairperson**

**Resolution 18-02 Authorizing the Deposit of Park District Funds in Certain Depositories**

Mr. Mostardo indicated that Resolution 18-02 Authorizing the Deposit of Park District Funds in Certain Depositories was included in the Board packet. The District annually designates institutions as depositories in which its funds may be deposited. Staff is requesting Finance Committee approval of Resolution 18-02, authorizing the Deposit of Park District Funds in Certain Depositories. Mr. Eckelberry moved to approve Resolution 18-02, seconded by Mr. Mostardo.

**Motion carried**

**Planning Committee, Mr. Eckelberry Chairperson**

**Resolution 18-03 Temporary Construction Easement Agreement and a Permanent Easement Agreement with the Village of Bartlett for Water Main Improvements at Apple Orchard Community Park**

Vice President Eckelberry stated as part of the Village of Bartlett's switch to Lake Michigan water they need to make a number of water main improvements throughout the community. Staff from both the Park District and the Village have met several times and talked through the process and have combined to create a good route that will work for everyone. Since part of this work will be done on Apple Orchard golf course we have discussed when the actual work will take place so park district activities aren't impacted during the entire process. Included with your packet is picture that shows how the lines will go through the property. The Village of Bartlett has already approved this agreement so staff is requesting planning committee approval of Resolution 18-03. Mr. Lewis made a motion to approve Resolution 18-03 Ms. Palmer seconded. **Motion Carried**

**Resolution 18-04: Intergovernmental Agreement between the Bartlett Park District and the Village of Bartlett for the Construction, Operation and Maintenance of Water Main Improvements at Villa Olivia Golf Course**

Vice President Eckelberry stated this Resolution is also connected to the new water mains the Village of Bartlett needs for the Lake Michigan water project. This part of the project will not take place until late fall to keep impact to golf operations at a minimum. As part of this project the Village of Bartlett will be including the water line work the Park District needs to have done in their bid which should result in a cost savings for the Park District. The Village of Bartlett has already approved this agreement so staff is requesting planning committee approval of Resolution 18-04. Mr. Lewis made a motion to approve Resolution 18-04 Ms. Palmer seconded. **Motion Carried**

**Building and Grounds Committee, Ms. Palmer Chairperson**

**Apple Orchard West- Tennis Court Resurfacing**

Ms. Palmer stated as part of our capital improvement plan, Apple Orchard West Park tennis court is scheduled to be resurfaced this year. The project will consist of pressure washing the surface, fill cracks, level bird baths to reduce standing water, apply acrylic resurfacer, apply 2 coats of acrylic color, and then paint line striping for 2 tennis courts. Staff has contacted companies and obtained three quotes to resurface the tennis courts. The three quotes are:

<u>Name of Company</u>	<u>Quote Amount</u>
U.S. Tennis Court Construction Co.	\$19,500
MTJ Sports	\$24,920
Sport Court Midwest	\$72,400

Staff recommends U.S Tennis Court Construction Co. for the amount of \$19,500 to resurface the tennis courts at Apple Orchard West Park. Mr. Lewis made a motion to approve, Mr. Mostardo seconded. **Motion Carried**

**Production Mower Replacement**

Ms. Palmer stated that as part of our capital replacement plan, the parks department is seeking to purchase a 2018 Toro Groundmaster 5900 production mower. Reinders, Inc. is able to offer the park district the lowest price available through the State of Illinois Contract Pricing Program. Staff is requesting the approval to purchase a new production mower for the amount of \$77,554.49. Ms. Fletcher stated that she recently learned during her Springfield trip that the state is now including Toro in their state purchasing program. The mower was originally \$91,000 and now is \$77,554.49 which is a substantial savings. Ms. Fletcher thanked Ms. O'Brien and her staff for a great job. Mr. Mostardo made a motion to approve, Mr. Lewis seconded. **Motion Carried**

**Recreation Committee, Ms. Gunsteen Chairperson**

**Summer Events**

Ms. Gunsteen stated that summer is right around the corner and we have many events beginning in early June.

### **Starved Rock Teen Trip**

This is the third year we have offered this very popular Teen Trip. Participants entering 5<sup>th</sup> – 9<sup>th</sup> grade will enjoy hiking, exploring and playing games in nature's playground. This trip is scheduled for Wednesday, June 6<sup>th</sup> for 8:30am – 6:00 pm.

### **Fravinia Concert Series**

We are pleased to continue our partnership with the Library to provide free concerts on the North lawn (of the Library) this summer. All the concerts are FREE. The rain location will be the Library Meeting Room.

The concerts are scheduled for:

Friday, June 8<sup>th</sup> The Stingrays! 50's, 60's, 70's Rock-N-Roll and Oldies will start at 6:30 pm. There will also be a Classic Car Show that begins at 5pm. All other events will start at 7:00 pm. Wednesday, July 11<sup>th</sup>, Peach's Beach Party featuring Jimmy Buffet, Beach Boys, Bob Marley, Kenny Chesney & more. Wednesday, August 8<sup>th</sup>, Poems Prayers & Promises playlist includes John Denver Tribute and more.

### **New Parents Night Out**

Parents can sign-up the kids to enjoy a fun filled night at the Bartlett Community Center Friday, June 15<sup>th</sup> from 5:30-9pm. The theme is National Jugglers Day. During this time kids will participate in crafts, games and activities. Pizza and pop will also be provided. This is open to kids 6-12 year old. There is another date scheduled July 27<sup>th</sup> with National Hot Dog Day as the theme.

### **Special Facilities Committee, Mr. Mansfield Chairperson**

#### **Cyclocross Request**

Vice President Eckelberry stated that the Athletes By Design Cycling Club is requesting approval to use Sunrise Park for their annual Cyclocross Bicycle Race on the following days and times, Saturday, October 20, 2018 from 3-8pm for setup and Sunday, October 21, 2018 from 6-8am (prep time) followed by the race from 8am-7pm. Approximately 700 people are expected to attend the event. As in previous years, they are asking for approval to have a local food vendor/restaurant sell food. They will also be making arrangements for parking at Sycamore Elementary School, portable toilets, food permits and coordinating with the police department regarding street parking. Approval would be contingent on Athletes By Design Cycling Club obtaining all approvals, permits and a certificate of insurance. Mr. Mostardo made a motion to approve, Mr. Lewis seconded. **Motion carried**

### **Bartlett Aquatic Center (BAC) Update**

BAC opens on Saturday, May 26 and staff have been extremely busy preparing to ensure we have a successful opening day and summer season. The Parks Department have been working hard cleaning and preparing the facility while the Aquatics staff has been focused on hiring and staff training. Approximately 200 staff will be hired to work at BAC and this includes the management team, lifeguards, deck attendants, cashiers, and concessions attendants.

**Villa Olivia Committee, Mr. Lewis Chairperson**

**Villa Olivia Golf Course Back Nine Opened**

The golf course front nine opened on Friday, March 16<sup>th</sup>. The grounds crew worked during March and April preparing the back nine. The ground firmed up enough to have the crane out to removing the remaining towers on Thursday, April 26<sup>th</sup>. The back nine holes opened for play on Friday, April 27<sup>th</sup>. Permanent Tee Time groups and two Leagues have started.

**Apple Orchard Greens Aerification**

The greens at Apple Orchard golf course will be aerated on Tuesday, May 8<sup>th</sup>. Greens Aerification is a necessary maintenance practice to ensure our greens stay healthy and putt true.

**Personnel Committee, Mr. Lewis Chairperson**

No report.

**Community Relations and Legislative Issues Committee, Ms. Stocks Chairperson**

**Memorial Day Walk – Highlighted Informational Item**

Vice President Eckelberry stated that we have been invited to participate in Bartlett's Memorial Day Walk and Remembrance on Monday, May 28, 2018. The walk will begin at Bartlett Park; staging begins at 10:30am with the walk starting at 11:00am. If any commissioners are interested in attending please let Ms. Fletcher know.

**Old Business**

None.

**New Business**

None.

**Resident Comments**

None.

**Closed Session**

Mr. Mostardo moved to adjourn into Closed Session under Section 2(c)(1) of the Open Meetings Act for the purpose of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District. Ms. Gunsteen seconded the motion. **Motion carried.**

AYES: Eckelberry, Lewis, Mostardo, Palmer, Gunsteen

NAYS: None

ABSENT: Stocks and Mansfield

ABSTAIN: None

**Motion approved at 7:43pm**

**Reconvening of Regular Board Meeting**

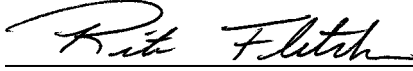
Vice President Eckelberry called the meeting back to order at 8:19 pm and called for roll. Present were Stephen Eckelberry, Theodore J. Lewis, Nicholas A. Mostardo, Lori A. Palmer, and Diana Gunsteen. Commissioner Susan M. Stocks and James A. Mansfield were absent.

Staff members present were Executive Director Rita Fletcher. Recording Secretary Kim Monforti took the minutes.

**Adjournment**

There being no further business, Vice President Eckelberry moved to adjourn the meeting, motion moved by Mr. Mostardo, seconded by Ms. Gunsteen. **Motion carried at 8:20pm.**

Minutes Approved by the Board on May 22, 2018.

By:   
Rita Fletcher, Board Secretary