

**BARTLETT PARK DISTRICT
COMMITTEE WORKSHOP MEETING MINUTES
TUESDAY, AUGUST 9, 2016**

Call to Order

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

Roll Call

President Lewis called for the roll. Commissioners answering present were: Theodore J. Lewis, Susan M. Stocks, Kenneth N. Woods, Stephen M. Eckelberry, Lori A. Palmer, James A. Mansfield, and Nicholas A. Mostardo.

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

Recording Secretary Stephanie Baxter took the minutes.

Pledge of Allegiance

President Lewis led the Pledge of Allegiance.

Finance Committee, Mr. Woods Chairperson

Resolution R-16-04, NWSRA Assessment

Mr. Woods acknowledged that each year the Park District adopts a resolution which accepts the Northwest Special Recreation Association Assessment as determined by the NWSRA Board of Trustees. This year the assessment amount is \$240,600.77 which is a 0.9% increase over last year. Mr. Eckelberry moved to approve the Resolution as presented, seconded by Mr. Mostardo.

Motion carried.

IMRF 2017 Preliminary Employer Rate

Mr. Woods announced the District's preliminary employer rate for 2017 is 10.68% which is a slight decrease from the 2016 employer rate of 11.54%. This is the lowest the rate has been in the past ten years.

Planning Committee, Ms. Stocks Chairperson

No business.

Building and Grounds Committee, Mr. Mansfield Chairperson

Community Center Sidewalk Improvement

Mr. Mansfield noted that a sidewalk improvement is needed at Bartlett Community Center, as part of the capital project plan. The project consists of removing and replacing approximately 5,300 sq. ft. of concrete at the south entrance of BCC. There were a total of 5 bids received although 1 bid was disqualified. Staff has recommended the approval of hiring Copenhaver Construction, Inc., in the amount of \$45,000. Ms. Stocks made a motion to accept the recommendation, Mr. Eckelberry seconded the motion. Ms. Palmer inquired about the roof portion and the issue with the way the water comes down. Ms. Fletcher replied that she will speak with Mr. Poulos about this. Mr. Woods asked when the work would be completed. Ms.

O'Brien noted the work would be completed approximately in late October. Mr. Mostardo asked if the bids came in where we expected and if references were checked for Copenhaver Construction. Ms. O'Brien noted the bids came in close to budget and that the references for Copenhaver were wonderful. **Motion carried.**

Recreation Committee, Mr. Mostardo Chairperson

Bartlett Raiders Athletic Association Sponsorship Request

Mr. Mostardo explained that the Bartlett Raiders Athletic Association has requested approval to place eleven 3x3 and six 4x6 sponsorship signs/banners at Koehler Football Field. The signs will be put up during the 2016 fall season on Saturday mornings and taken down after the last game on Sunday afternoons. The season will run the beginning of September through the end of October/beginning of November. Mr. Eckelberry moved to approve the Bartlett Raiders Athletic Association's request, seconded by Mr. Woods. It was noted that the signs get put up and taken down each weekend to preserve the quality of the signs. **Motion carried.**

Free Movie in the Park

Mr. Mostardo announced that on Friday, August 26th, there will be a free movie shown at the Bartlett Nature Center Shelter. *A Bugs Life* will begin at dusk and popcorn will be served.

Special Facilities Committee, Mr. Eckelberry Chairperson

2GO Bartlett App

Mr. Eckelberry told the Board that we will again be participating in the 2016/2017 Chamber Community Guide and Business Directory which is mailed to 15,000 households throughout Bartlett and Hanover Park. New this year, will be the 2GO Bartlett Area Mobile Phone App that will feature events, shopping, dining and the business community of Bartlett. This is a free app that will present personalized information about our facilities. The app should be available later this fall.

Villa Olivia Committee, Ms. Palmer Chairperson

Transfer Pump Replacement

Ms. Palmer discussed the need to replace a transfer pump at Villa Olivia after the current one failed this past January. Staff is seeking approval of an Ebara 20 HP Pump to be purchased and installed by Pumpstation Professionals, Inc., for a cost not to exceed \$13,710. Mr. Woods moved to approve this request, seconded by Ms. Stocks. Mr. Woods asked about other bids, and Mr. Pope explained that several pump options came from Pumpstation Professionals and two other companies also provided quotes. Mr. Mostardo inquired about the installation of the pump and Mr. Pope verified that Pumpstation Professionals would install the new device. **Motion carried.**

Irrigation of the Golf Course

Ms. Palmer reported that watering the golf course at Villa Olivia has been a challenge since the system is not automated. There have been three new irrigation control boxes purchased which will allow staff to automatically water 8 holes overnight. The new control boxes have been installed already.

Personnel Committee, Ms. Palmer Chairperson

Safety Manual

Ms. Palmer noted that as part of the Distinguished Agency review process, staff has updated the safety manual that is included as part of the district's procedure manual. Mr. Eckelberry moved to approve the recommended Safety Manual, seconded by Mr. Mansfield. **Motion carried.**

Community Relations and Legislative Issues Committee, Mr. Lewis Chairperson

Mr. Lewis noted that the Twilight Golf Outing has been scheduled for Friday, September 9th.

Old Business

None.

New Business

None.

Resident Comments

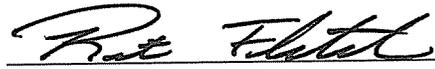
None.

Adjournment

There being no further business before the Board, Mr. Eckelberry moved to adjourn the meeting, seconded by Mr. Mostardo. **Motion carried at 7:44pm.**

Minutes Approved by the Board on August 23, 2016.

By:



Rita Fletcher, Board Secretary