

**BARTLETT PARK DISTRICT  
COMMITTEE WORKSHOP MEETING MINUTES  
TUESDAY, OCTOBER 11, 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, and Nicholas A. Mostardo. Commissioner James A. Mansfield was absent.

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.

**Volunteers to Review Closed Session Minutes**

President Lewis asked for two volunteers to do the semi-annual review of Closed Session minutes. Ms. Palmer and Ms. Stocks volunteered to review the Closed Session minutes.

**Finance Committee, Mr. Woods Chairperson**

***Change in Sequestration Rate***

Mr. Woods explained that the refundable credit the Park District will receive on Build America Bonds will be reduced by 6.9%. The Park District will receive 93.1% of the full 100% refundable credit amount requested. This is due to the changes that the Federal Government instituted back in 2013.

**Planning Committee, Ms. Stocks Chairperson**

***Strategic Planning Process***

Ms. Stocks said that the Board was provided with a report that outlines the progress staff has made on the goals and action plans that were developed back in April during the Strategic Planning process.

**Building and Grounds Committee, Mr. Mansfield Chairperson**

***Splash Central Pool Boiler Replacement***

Mr. Eckelberry reported that, as part of the Capital Project plan, the original boiler at Splash Central Indoor Pool needs to be replaced. Staff obtained three separate quotes for a new boiler and has recommended that Daiken Applied be awarded the bid in the amount of \$18,980. This amount includes the installation of the new pool boiler. Mr. Woods asked if all three companies quoted the exact same boiler and hardware and Ms. O'Brien confirmed that they all quoted the same item.

Mr. Woods moved to accept the bid from Daiken Applied in the amount of \$18,980 for a new pool boiler and installation at Splash Central Indoor Pool. Mr. Mostardo seconded the motion. **Motion carried.**

### **Recreation Committee, Mr. Mostardo Chairperson**

#### ***Zombie Survival Run***

Mr. Mostardo announced that the Zombie Survival Run will be held at O'Brien Woods on Saturday, October 15, 2016 from 4-6pm. Running and hiking gear are strongly encouraged as the terrain will be loose and uneven. Advanced registration is open until noon October 7<sup>th</sup> and race day registration will be available from 2:30-4:00pm. The goal this year is to have 55 volunteer zombies. Ms. Dasbach noted that they currently have 45 volunteers already signed up.

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

#### ***Heritage Days Request***

Mr. Eckelberry told the Board that the Bartlett Heritage Days Planning Committee has requested to use Bartlett Park, the Gazebo and Log Cabin from Saturday, September 9, 2017 through Sunday, September 10, 2017 for their annual Heritage Days celebration. They will be responsible to provide certificates of insurance, electricity, the amplified sound permit from the Village of Bartlett, and for all repairs to the park and facilities. They must also comply with all Park District policies and procedures. The Park District will waive permit and rental fees in exchange for being listed as a sponsor. Mr. Woods moved to accept the Planning Committee's request as presented, seconded by Mr. Mostardo. **Motion carried.**

#### ***Health Fairs***

Mr. Eckelberry reported that staff recently attended Health and Fitness events at both Hanover Township Senior Center and the Victory Centre to promote the Bartlett Park District Health Club and the fitness programming, including the new SilverSneaker Program. Ms. Palmer inquired about the new program and Mr. Karoliussen acknowledged that there are currently 23 members in the program. There are 21 new members; some are brand new members, and a few switched their previous membership to the SilverSneaker Program.

### **Villa Olivia Committee, Ms. Palmer Chairperson**

#### ***Winter Job Fair***

Ms. Palmer noted that the annual Winter Job Fair will be held at Villa Olivia on Saturday, November 5, 2016 from 1:00-3:00pm. Applicants can fill out applications online in advance or at the Job Fair. Interviews will be held at the event.

#### ***New Sales Coordinator***

Ms. Palmer mentioned that a new Sales Coordinator has been hired to replace Jessica McDougall. Sara Moist comes to the Park District from Westin Chicago Northwest in Itasca.

### **Personnel Committee, Ms. Palmer Chairperson**

No report.

### **Community Relations and Legislative Issues Committee, Mr. Lewis Chairperson**

No report.

**Old Business**

None.

**New Business**

Mr. Mostardo asked what the Park District's position is in the event that clowns show up on any of our properties. Ms. Fletcher noted that staff has been instructed to call the police.

Ms. Palmer congratulated Mr. Eckelberry on his new position of Chairman of the NRPA Board.

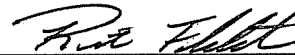
**Resident Comments**

None.

**Adjournment**

There being no further business, Commissioner Eckelberry moved to adjourn the meeting, seconded by Mr. Mostardo. **Motion carried at 7:42pm.**

Minutes Approved by the Board on October 25, 2016. By:



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Rita Fletcher, Board Secretary