

**BARTLETT PARK DISTRICT
COMMITTEE WORKSHOP MEETING MINUTES
TUESDAY, NOVEMBER 14, 2017**

Call to Order

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

Roll Call

President Stocks called for the roll. Commissioners answering present were: Susan M. Stocks, Theodore J. Lewis, Lori A. Palmer, and Diana Gunsteen. Commissioners Stephen M. Eckelberry, Nicholas A. Mostardo 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 Stephanie Baxter took the minutes.

Pledge of Allegiance

President Stocks led the Pledge of Allegiance.

Finance Committee, Mr. Mostardo Chairperson

Resolution 17-09, Estimate of Taxes to Be Levied

Ms. Palmer noted that the Board had received Resolution 17-09, Estimate of Taxes to Be Levied, which staff has requested the approval of. Ms. Palmer noted that she did have a conversation with Mr. Romejko about the tax levy, and she made a motion that the Finance Committee approve Resolution 17-09, Estimate of Taxes to Be Levied, seconded by Mr. Lewis. ***Motion carried.***

Ordinance 17-08, Surplus Property Ordinance

Ms. Palmer announced that the park district periodically disposes of property it deems to no longer be of use to the district. Property is disposed of in the most appropriate manner benefiting the park district. Staff is requesting that the Finance Committee approve Ordinance 17-08, Surplus Property Ordinance. Ms. Palmer moved to approve Ordinance 17-08, seconded by Ms. Gunsteen. ***Motion carried.***

Planning Committee, Mr. Eckelberry Chairperson

No business.

Building and Grounds Committee, Ms. Palmer Chairperson

Bike & Run Plan Advisory Committee

Ms. Stocks stated that the Village of Bartlett has asked the Park District to be representatives on the Bike and Run Plan Advisory Committee. Kim Dasbach, Superintendent of Recreation and Kelly O'Brien, Superintendent of Parks and Planning, will rotate in attending quarterly meetings at the Village. This committee will work with the community, the Park District, and the Village regarding the continued maintenance, expansion recommendations, and improvements of the bike path system. The meetings

are open to Bartlett residents and other affiliates to attend and express their recommendations and concerns regarding the bike trail. Ms. Stocks asked how much financial involvement the park district will have, and Ms. O'Brien explained that the plan is for the park district and the Village to evaluate the current bike path system. The goal is to put together a 5-year maintenance plan. Ms. Fletcher added that the bike paths around town belong in part to the Village, the park district and the Forest Preserve.

Recreation Committee, Ms. Gunsteen Chairperson

Open Gym

Ms. Gunsteen announced that Open Gym began November 1st at the Bartlett Community Center and will run through the end of March. Open gym is a drop-in program and registration is not required. Participants pay a daily fee, or for Youth Open Gym and Pickle-ball, there is a pre-paid punch card option. Basketball Open Gym participants can shoot and play pick-up games. Sessions offered include adult, youth, adult/child and school day-off open gyms. The Recreation Department is also prepared to add Youth Basketball Open Gym Days starting at noon if U-46 cancels school.

Brochure Delivery

Ms. Gunsteen said the Winter Brochure was scheduled to be delivered to residents beginning Tuesday, November 14th by the U.S. Postal Service. The brochure includes activities, programs and events scheduled for December 2017 – March 2018.

Special Facilities Committee, Mr. Mansfield Chairperson

PepsiCo Vending Renewal

Ms. Stocks reported that the Park District's current 5-year beverage vending agreement with Pepsi expires in January 2018. Following a Request for Proposal and reviewing Pepsi's submission, staff is recommending renewal of our agreement. Pepsi would continue to provide a combination of full service and self-fill vending machines, bar guns and fountain machines, coolers and ice chests at multiple Park District facilities including the Community Center, Bartlett Aquatic Center, Villa Olivia, Schrade Gym, Thomas C. White Administration Building and the Parks Department. Pepsi will provide an annual sponsorship fee of \$4,000, rebates on self-fill cases and bag in box products, and a commission of 25% on full service vending. Based on sales history, the sponsorship money combined with the rebates and commissions will generate an estimated annual revenue of \$8,850. Staff has requested approval to renew the Pepsi agreement for 3 years from February 2018 – February 2021. Ms. Palmer asked why the decision was made to enter into a 3-year agreement instead of a 5-year. Ms. Heathcote replied that staff felt this would give the park district more flexibility if changes were needed at that time. Ms. Stocks made the motion to approve the 3-year agreement with PepsiCo Vending, seconded by Mr. Lewis. ***Motion carried.***

Villa Olivia Committee, Mr. Lewis Chairperson

Thanksgiving Day Champagne Brunch

Mr. Lewis stated that Villa Olivia will once again hold their Thanksgiving Day Champagne Brunch this year. The brunch will be held on Thursday, November 23rd with seating's from 9:30am to 2:00pm. The brunch features an expanded offering of menu items, as well as a complimentary glass of champagne. Mr. Pope added that reservations are currently up to 603 as of today, and they will continue to take more as typically there are people who

do not show or whose party is downsized. Historically, there are 550-600 attendees for the day.

Personnel Committee, Mr. Lewis Chairperson

Mr. Lewis described that the Illinois Association of Park Districts (IAPD) requires the Park District Board to officially name delegates to their annual business meeting which is scheduled to be held Saturday, January 20, 2018. Since Ms. Palmer is on the IAPD Board, staff recommends that she be listed as the delegate, followed by Steve Eckelberry and Susan Stocks as alternates. The Personnel Committee recommends that the Credentials Certificate be approved, and Mr. Lewis made a motion to accept this, seconded by Ms. Gunsteen. **Motion carried.**

Community Relations and Legislative Issues Committee, Ms. Stocks Chairperson

Mr. Lewis announced that if anyone would like to purchase a turkey raffle ticket, please see him.

Old Business

No business.

New Business

No business.

Resident Comments

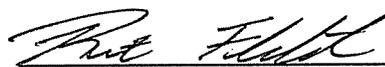
None.

Adjournment

There being no further business, Commissioner Lewis moved to adjourn the meeting, seconded by Ms. Gunsteen. **Motion carried at 7:40pm.**

Minutes Approved by the Board on November 28, 2017.

By:



Rita Fletcher, Board Secretary