

**BARTLETT PARK DISTRICT  
COMMITTEE WORKSHOP MEETING MINUTES  
TUESDAY, JULY 11, 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, Stephen M. Eckelberry, Nicholas A. Mostardo, Lori A. Palmer, James A. Mansfield, and Diana Gunsteen. Commissioner Theodore J. Lewis was absent.

Staff members present were Executive Director Rita Fletcher, Superintendent of Recreation Kimberly Dasbach, Superintendent of Villa Olivia Peter Pope, Superintendent of Business Services Kevin R. 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**

***Districtwide Electronic Gift Cards***

Mr. Romejko announced that staff is in the process of investigating the opportunity to offer districtwide electronic gift cards through the District's current credit card merchant processor, ETS Corporation. Guests would have the ability to utilize the same eGift Card at any facility, in addition to reloading and checking their balance online. Parents could send these gift cards with their children to the pool instead of sending youngsters with cash. Mr. Romejko said he hopes to have the eGift Cards executed in the next month or two, and hopefully the use of these will improve sales. Mr. Eckelberry asked if these cards could also be used online, and Mr. Romejko confirmed that they could be used online to pay for programs and classes. Ms. Gunsteen asked about the cards expiring, and Mr. Romejko noted they do not expire. Mr. Romejko added that the District could also go onto the ETS website and look at our outstanding liability.

**Planning Committee, Mr. Eckelberry Chairperson**

No business.

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

***Decktron Unit Repair***

Ms. Palmer explained that the Decktron unit at Splash Central needed some repairs, most notably requiring refrigerant. Staff moved forward with the repairs and later found out the charges exceeded \$10,000. Mr. Mostardo moved for the approval of emergency repair expenses to Daikin Applied in the amount of \$11,072. Mr. Eckelberry seconded the motion. Mr. Mansfield asked who serviced the unit and if it this cost would be covered under the service contract. Ms. Fletcher pointed out that the Decktron unit is not checked during routine Daikin inspections. The Decktron unit was repaired after a warning light appeared and staff called for service. **Motion carried.**

### ***4<sup>th</sup> of July Festival***

Ms. Palmer explained that the 4<sup>th</sup> of July Festival that recently wrapped up is run by a volunteer group, although the Parks Department staff put in over 800 man hours to ensure the success of the festival. The Board thanked the Parks Department for the great job at this year's Festival.

### **Recreation Committee, Ms. Gunsteen Chairperson**

#### ***Challenger Sports***

Ms. Gunsteen noted that staff is looking for approval of a purchase order not to exceed \$11,129.00 to Challenger Sports for payment of fall soccer uniforms and shipping. Each uniform includes a shirt, a pair of shorts, and socks. A motion was made by Mr. Eckelberry to approve a purchase order not to exceed \$11,129.00 to Challenger Sports, seconded by Mr. Mostardo.

***Motion carried.***

#### ***Fravinia Concert Series***

Ms. Dasbach announced that there are two upcoming concerts that will be held on the North lawn of the Library. Hi Fi Superstar, a rock band known for their 1970's look and original music, will play Friday, July 14<sup>th</sup>. On Friday, August 11<sup>th</sup>, Prairie Thunder will be featured. Both concerts are free to attend.

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

#### ***Cyclocross Request***

Mr. Mansfield announced that the Athletes by Design Cycling Club has requested approval to use Sunrise Park for their annual Cyclocross Bicycle Race on Saturday, October 21<sup>st</sup> from 3-8pm and on Sunday, October 22<sup>nd</sup> from 6am-4pm. The club is also asking for approval to have a local food vendor/restaurant to sell food to participants and spectators. They anticipate approximately 700 people and will be making arrangements for parking at Sycamore Elementary School. The Club will also obtain food permits and will coordinate street parking with the Bartlett Police Department. Approval is contingent upon Athletes by Design Cycling Club obtaining all approvals, permits and a Certificate of Insurance. Mr. Eckelberry made a motion to approve the Cyclocross request, seconded by Mr. Mostardo. ***Motion carried.***

#### ***Lohana Association of Greater Chicago Request***

Mr. Mansfield explained that the Lohana Association of Greater Chicago (LAGC) has requested approval to use Community Park (AO #3 & #4), including Jim Jensen Pavilion, for their annual kite flying events on Saturday, August 19<sup>th</sup> from 11am-6pm. The event expects to attract approximately 1,500 people with approximately 150-200 of those actually flying kites. The Lohana Association is planning to set up 10 food tents to invite vendors/restaurants to sell food, and would also be requesting an amplified sound permit from the Village. Approval would be contingent on LAGC obtaining all approvals, permits and a Certificate of Insurance. Mr. Mostardo made a motion to approve the Lohana Association of Greater Chicago's request, seconded by Mr. Eckelberry. ***Motion carried.***

#### ***LIFECENTER Equipment Purchase***

Mr. Mansfield noted that there is a request for three purchase orders for the replacement of 17 pieces of selectorized equipment at the LIFECENTER. The pieces that are being replaced are all original pieces from when the Community Center opened in 2000. There is \$44,000 budgeted for the equipment purchases, and everything would be purchased through three different companies who are all part of the National Joint Powers Alliance (NJPA), therefore, there is no need to go

to bid. Direct Fitness Solutions will also plan and execute a complete floor re-design for the new equipment, and installation should take place in mid-September in time for the September 30<sup>th</sup> Open House. A motion was made by Mr. Mostardo to approve three purchase orders that total \$43,858.75 for the purchase of equipment at the LIFECENTER. Ms. Palmer seconded the motion. **Motion carried.**

**Bartlett Aquatic Center: Lifeguard Games**

Ms. Heathcote mentioned that this Friday, July 14<sup>th</sup> Aquatics Manager Dave Littwin will be hosting the IPRA Lifeguard Games at Bartlett Aquatic Center. Approximately 40 teams of 5 lifeguards from all different pools will compete in this fun, but competitive day of events that challenge the lifeguard's skills. The activities will begin at 4:30pm, and Ms. Heathcote noted that she plans to stop by since this will be her first year involved.

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

**Golf Rounds Update**

Mr. Pope said that the golf season started extremely early at Villa Olivia in February with record setting rounds. He noted that the rain was a concern in March, April and May, however, Mr. Pope noted that this calendar year is still seeing some slight increases for the year.

**Personnel Committee, Mr. Lewis Chairperson**

No business.

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

President Stocks commented that this year's 4<sup>th</sup> of July festivities was excellent as usual. She also thanked the Parks Department for all of their hard work.

**Old Business**

No business.

**New Business**

No business.

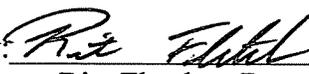
**Resident Comments**

None.

**Adjournment**

There being no further business, Commissioner Mostardo moved to adjourn the meeting, seconded by Commissioner Eckelberry. **Motion carried at 7:49pm.**

Minutes Approved by the Board on July 25, 2017.

By:   
Rita Fletcher, Board Secretary