

**BARTLETT PARK DISTRICT
COMMITTEE WORKSHOP MEETING MINUTES
TUESDAY, MARCH 10, 2020**

Call to Order

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

Roll Call

President Eckelberry called for roll. Commissioners answering present were: Stephen M. Eckelberry, Lori A. Palmer, Diana Gunsteen, Theodore J. Lewis, Susan M. Stocks, Dale Ann Kasuba, and Jody E. Fagan.

Staff members present were: Executive Director, Rita Fletcher; Superintendent of Recreation, Kimberly Dasbach; Superintendent of Parks and Planning, Kelly O'Brien, and Superintendent of Special Facilities, Lynsey Heathcote.

Pledge of Allegiance

President Eckelberry led the Pledge of Allegiance.

Residents Comment

None

Finance Committee, Ms. Gunsteen, Chairperson

Purchase Orders Between \$5,000 and \$15,000

Ms. Gunsteen presented the list of purchase orders that were completed between December 2019 through February 2020 that were between \$5,000 and \$15,000. Ms. Palmer made a motion to accept the report as presented, seconded by Mr. Lewis.

Motion carried.

Planning Committee, Ms. Palmer, Chairperson

No report.

Building and Grounds Committee, Ms. Stocks, Chairperson

Trash and Recycle Service Request

Ms. Stocks informed the Board that staff sent out proposals to four companies for trash and recycle services. Two companies sent proposals back to furnish all labor, supervision, materials and equipment necessary for providing recycling/dumpster services. Service will be provided to the Community Center, Bartlett Aquatic Center, Nature Center, Park Maintenance, Log Cabin, and Villa Olivia. Ms. Stocks moved to approve the hiring of Advance Disposal for the amount of \$21,590.80 for 1 year of a 3 year contract. Mr. Eckelberry seconded. **Motion carried.**

BCC Programs Rooms 3 & 4 Floor Replacement

Ms. Stocks informed the Board as part of the capital improvement plan, program rooms 3 & 4 at Bartlett Community Center are scheduled to be replaced this year. The project

involves removing the existing floor and replacing approximately 1,288 square feet of flooring. Staff contacted and received quotes from 3 companies. Ms. Stocks made a motion to approve staff's recommendation of Eagle Interiors for the amount of \$16,984.25. Ms. Gunsteen seconded. **Motion carried.**

Recreation Committee, Ms. Kasuba, Chairperson

Activities for Spring Break

Ms. Kasuba advised the Board of the spring break activities taking place throughout the week. The Bartlett Nature Center is offering Steam into Nature Camp for 6-13 year old. The camp runs Monday through Friday from 9am-3pm. Before camp is also available from 7:30-9am and after school camp is available from 3-6pm. Maple syruping is scheduled for Saturday, March 21st from 11am-12pm or 12:30-1:30pm. This will be held at the Jim Jensen Pavilion. Spring break camp at the Bartlett Community Center is open to participants K-6th grades. The camp runs Monday through Friday from 8am-3pm and also offers before and after school camp. Youth open gym will be available Monday through Friday from 12-6pm. New this year is EVP Volleyball Camp. It is open to 1st-9th graders. Camp runs Monday through Thursday with three different time slots depending on the grade. Lastly, there is Kids Paint Days for ages 6-14. All materials are included in the camp prices. This is being offered on Monday, March 23rd from, 6-7:30pm or Friday, March 27 from 1-2:30pm.

Special Facilities Committee, Ms. Fagan, Chairperson

Ordinance 20-04 Bartlett Summer Festival Request

Ms. Fagan advised the Board that Ignite the Courage is an Illinois Not for Profit and an extension of the Bartlett Fire Protection District. They are requesting approval to host "Bartlett Summer Festival 2020". Ignite the Courage is requesting to use Apple Orchard Community Park, including Jim Jensen Pavilion Park and Apple Orchard soccer field #3 from Thursday at noon until 3pm on Sunday. The fest will run from 5pm-10pm on Friday and 11am-10pm on Saturday. Two members from Ignite the Courage attended the meeting, Nick McLeod and Jake Donat. Mr. Eckelberry asked if either of the gentleman would like to share any information with the Board. Nick advised they were attending the meeting because he would like to request to keep the festival at Bartlett Park rather than moving it to Apple Orchard Park. Ms. Heathcote explained the reason for moving the festival is due to the growth of the event. In the past three years the festival has grown to 3000 people and staff feels the new location better suites the current festival given the amount of space needed and the end time of the event. Mr. McLoud advised they would be willing to remove the inflatables and the pony rides if they could stay in the current location. Mr. Lewis made a request to table the item as it doesn't need to be approved immediately and have two Board members, Staff, and Nick present to further discuss the event. Ms. Palmer motioned to table the Bartlett Summer Festival Request. Mr. Lewis seconded. **Motion carried.**

Bartlett Days Request

Ms. Fagan advised the Board that the Bartlett Days Planning Committee has requested to use a combination of Bartlett Park, the Log Cabin and the Gazebo on Friday, September 11th thru Sunday, September 13th, 2020 for part of their annual Bartlett

Days Celebration. Bartlett Days plans to host a pet event, vendors, raffles, and other pet related demonstrations. The Event runs from 11am-6pm on Saturday and 9am-1pm on Sunday. Ms. Fagan moved to approve the request. Mr. Lewis motioned and Mr. Eckelberry seconded. **Motion Carried.**

Villa Olivia Committee, Mr. Lewis, Chairperson

Golf/Ski Update

Mr. Lewis advised the Board that the ski season officially came to an end on March 1st. Staff is cleaning up the front 9 on the golf course while taking down the ski operations. Staff is also working on opening Apple Orchard gold course with a target date of March 21st.

Personnel Committee, Mr. Lewis, Chairperson

None

Community Relations and Legislative Issues Committee, Mr. Eckelberry, Chairperson

Joint Taxing District Meeting

The annual Joint Taxing District Meeting with the Village of Bartlett, Library District, Fire District and School District is scheduled for Wednesday April 8th at 7pm at Bartlett Hills. Ms. Palmer and Mr. Lewis both offered to attend and represent the Board.

Old Business

None

New Business

None

Adjournment

There being no further business before the Board, Mr. Eckelberry moved to adjourn the meeting, Mr. Lewis made a motion and Ms. Stocks seconded. **Motion carried at 8:12 PM.**

Minutes Approved by the Board on March 24, 2020.

By: *Rita Fletcher*
Rita Fletcher, Board Secretary