

**BARTLETT PARK DISTRICT
BOARD MEETING MINUTES
TUESDAY, JUNE 23, 2020**

Call to Order

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

Roll Call

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

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

Approval of Minutes

Mr. Eckelberry moved to approve the minutes of May 26, 2020 Board Meeting minutes. Mr. Lewis made a motion, and Ms. Gunsteen seconded.

Roll Call Vote:

Ayes: Eckelberry, Palmer, Gunsteen, Lewis, Stocks, Fagan

Nays: None

Absent: Kasuba

Abstain: None

Motioned carried.

Residents Comment

None

Monthly Treasurer's Report, Ms. Gunsteen, Chairperson

Ms. Gunsteen moved to approve the Monthly Treasurer's Report for May 2020, Mr. Lewis seconded.

Roll Call Vote:

Ayes: Eckelberry, Palmer, Gunsteen, Lewis, Stocks, Fagan

Nays: None

Absent: Kasuba

Abstain: None

Motion carried.

Finance Committee, Ms. Gunsteen, Chairperson

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

Ms. Gunsteen stated that the Finance Committee is requesting acceptance of all purchases orders between \$5,000 and \$15,000. Ms. Gunsteen made a motion to approve, seconded by Mr. Lewis.

Roll Call Vote:

Ayes: Eckelberry, Palmer, Gunsteen, Lewis, Stocks, Fagan

Nays: None

Absent: Fagan

Abstain: None

Passed and Approved on June 23, 2020

Planning Committee, Ms. Palmer, Chairperson

No Business

Building and Grounds Committee, Ms. Stocks, Chairperson

No Business

Recreation Committee, Ms. Kasuba, Chairperson

No Business

Special Facilities Committee, Ms. Fagan, Chairperson

No Business

Villa Olivia Committee, Mr. Lewis, Chairperson

No Business

Personnel Committee, Mr. Lewis, Chairperson

No Business

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

No Business

Executive Director's Report, Ms. Fletcher

Bill List

Ms. Fletcher recommended approval of the May 2020 Bill List. Ms. Palmer moved to approve the Bill List as presented and Ms. Gunsteen seconded.

Roll Call Vote:

Ayes: Eckelberry, Palmer, Gunsteen, Lewis, Stocks, Fagan

Nays: None

Absent: Kasuba

Abstain: None

Motion carried.

New Subdivision

Ms. Fletcher stated that the Village of Bartlett is working with Pulte Home Builders on plans for a new subdivision. The Village has a Land/Cash Donation Ordinance that requires the builder to meet with the Park District and see if they would prefer a donation of land to be used as a park or a cash donation. The subdivision would be located at the northwest corner of Army Trail Road and Petersdorf Road. Ms. Fletcher advised the Board of the Park District Master Plan that states parks should be located within a half mile from a residential development. The area being developed currently lacks park coverage. The Board reviewed the two closest parks and concluded they would like to request the land and develop a park. Patti Burnhart, the attorney for Pulte Home Developers, advised that if the Board requests the land option the development might not move forward. The Board advised Ms. Fletcher to meet with the Pulte and negotiate the land options. Ms. Fletcher advised she will report back at the next meeting with more information from the Pulte.

Superintendent of Recreation Report, Ms. Dasbach

Summer Camps

Ms. Dasbach advised the Board that staff is currently running 5 sessions of summer camp with a total of 47 campers. A survey was conducted in May and with the information provided staff worked quickly to redesign the camp offerings. Full time staff are actively working as counselors and coordinators. Staff hopes to offer more camp options in Phase 4.

Superintendent of Parks and Planning Report, Ms. O'Brien

Bartlett Community Center – Landscaping Renovation Project Update

Ms. O'Brien informed the Board that staff has started the weekly ballfield maintenance. Staff is also staying busy with the increase of routine cleaning and sanitation of all facilities.

Superintendent of Special Facilities, Ms. Heathcote

Reopening Facilities

Ms. Heathcote advised the Board that Phase 4 of the Restore Illinois Plan would allow us to open up **LIFECENTER** and Splash Central. Splash Central indoor pool is scheduled to reopen June 22nd through July 3rd following the Phase 3 guidelines. Staff is working to plan for Phase 4 which will allow for the expansion of programming for both **LIFECENTER** and Splash Central. **LIFECENTER** will tentatively reopen on Monday, July 6th per the Phase 4 guidelines.

Superintendent of Business Services, Mr. Leninger

Annual Audit

Lauterbach & Amen, LLP is a financial services firm that conducts the annual audit for the District. They are scheduled for an on-site visit the week of July 6th for an in-depth review of the Districts records.

Old Business

None.

New Business

None

Closed Session:

None

Adjournment:

There being no further business before the board, Mr. Eckelberry moved to adjourn the meeting, motioned by Mr. Lewis, seconded by Ms. Palmer.

Roll Call Vote:

Ayes: Eckelberry, Palmer, Gunsteen, Lewis, Stocks, Fagan

Nays: None

Absent: Kasuba

Abstain: None

Motion carried at 8:09pm

Minutes Approved by the Board on July 14, 2020.

By: *Rita Fletcher*
Rita Fletcher, Board Secretary