

**BARTLETT PARK DISTRICT
BOARD MEETING MINUTES
TUESDAY, JULY 28, 2020**

Call to Order

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

Roll Call

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

Presentation

Ms. Palmer asked Ms. Heathcote to come forward to be recognized by the Board of Commissioners. Ms. Palmer read a letter congratulating Ms. Heathcote on her 15 years as a full time employee with the Bartlett Park District and thanked her for all she has done. Ms. Heathcote thanked the Board and stated the 15 years has gone quickly.

Approval of Minutes

Ms. Palmer moved to approve the minutes for the June 23, 2020 and July 14, 2020 meeting. Mr. Lewis made a motion, and Ms. Gunsteen seconded.

Motioned carried.

Residents Comment

None

Monthly Treasurer's Report, Ms. Gunsteen, Chairperson

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

Motion carried.

Finance Committee, Ms. Gunsteen, Chairperson

No Business

Planning Committee, Ms. Palmer, Chairperson

Land/Cash Donation Request – Pulte Homes

Ms. Palmer informed the Board of the previous discussions with Pulte Home Builders and the Village of Bartlett regarding the land/cash donation request. The Planning Committee requested approval from the Board to accept a partial land donation of .63 acres, and a cash donation of approximately \$30,000. Ms. Palmer made a motion, and Mr. Lewis seconded.

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 June 2020 Bill List. Ms. Gunsteen moved to approve the Bill List as presented and Ms. Palmer seconded.

Motion carried.

Golf Update

Ms. Fletcher advised the board that due to the Coronavirus both golf courses did not open until May 1st this year. However, we have seen an increase in the amount of play at both Apple Orchard and Villa Olivia. To date we have seen approximately 1,700 additional rounds between both courses.

Inclusive Playground Project

Ms. Fletcher advised the Board that Bartlett Park is nearing completion. The rubber surfacing will be poured within the next few weeks. Due to the current circumstances, we will not be having a ribbon cutting ceremony at this time. Staff feels it would be

difficult with the COVID-19 restrictions, and we do not want to limit the ceremony to a certain number.

Superintendent of Recreation Report, Ms. Dasbach
Autumn Program Guide and Postcard Update

Ms. Dasbach explained that the autumn program guide will not be printed this year to help make changes to programs due to the Restore Illinois Phase 4 guidelines. There will be a digital version available on the website August 6th. The week of July 20th all residents will receive a postcard welcoming everyone back, and letting them know the digital version of the autumn guide is online.

Superintendent of Parks and Planning Report, Ms. O'Brien
BCC Gymnasium LED Light Replacement

Ms. O'Brien informed the Board as part of a capital improvement plan, the gymnasium and track lights were replaced with energy efficient LED lights. Staff reached out to ComEd to see what was offered through ComEd's Energy Efficiency Program. The program resulted in a \$13,000 cost savings. Twin Supplies, LTD was hired to remove and replace the lights with energy efficient LED lights.

Superintendent of Special Facilities, Ms. Heathcote
Open Swim at Splash Central

Ms. Heathcote advised the Board of the IDPH Phase 4 guidelines allowed for Splash Central to expand aquatic offerings. Open swim is available and we've opened the doors behind the diving boards so people can enjoy sunbathing while swimming. We are seeing an increase in attendance week by week at Splash Central.

LIFECENTER Attendance

Ms. Heathcote gave the Board and update on the health club attendance numbers. We currently are requiring members to pre-register for a 1.5 hour work out session through the end of July. Staff will monitor attendance and review the numbers to determine if that is still necessary moving forward.

Superintendent of Business Services, Mr. Leninger
Reimbursement from DuPage County

Mr. Leninger informed the Board that DuPage County has set aside money for the "Corona Virus Relief Fund" that will reimburse the 37 Park Districts serving DuPage County residents. This fund will help with the expenses incurred due to the Covid-19 pandemic. The District has submitted expenses incurred through June 2020. The expenses totaled approximately \$7,600. The District will continue to submit the additional expenses as the year goes on.

Old Business
None.

New Business

None

Closed Session:

Ms. Palmer moved to adjourn into Closed Session under Section 2 (c)(1) for the purpose of discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District under the Open Meetings Act. Mr. Lewis made a motion, and Ms. Gunsteen seconded.

Ms. Palmer asked for Roll call vote to adjourn into Closed Session:

AYES: Palmer, Gunsteen, Lewis, Kasuba

NAYS: None

ABSENT: Eckelberry, Stocks, Fagan

Motion approved at 7:52pm

Reconvening of Committee Workshop Meeting

Ms. Palmer called the meeting back to order at 8:27 PM and called for roll.

Commissioners answering present were: Lori A. Palmer, Diana Gunsteen, Theodore J. Lewis, and Dale Ann Kasuba.

Adjournment

There being no further business before the Board, Ms. Palmer moved to adjourn the meeting, Mr. Lewis made a motion, and Ms. Gunsteen seconded. **Motion carried at 8:28 PM.**

Minutes Approved by the Board on August 25, 2020.

By: *Rita Fletcher*
Rita Fletcher, Board Secretary