

**BARTLETT PARK DISTRICT
COMMITTEE WORKSHOP MEETING MINUTES
SEPTEMBER 8, 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; Superintendent of Special Facilities, Lynsey Heathcote; Superintendent of Business Services, Eric Leninger; and Executive Assistant, Lindsey Tuminaro.

Pledge of Allegiance

President Eckelberry led the Pledge of Allegiance.

Residents Comment

None

Finance Committee, Ms. Gunsteen, Chairperson

Fy2019-20 Comprehensive Annual Financial Report (CAFR)

Ms. Gunsteen advised the Board that the annual audit for the Bartlett Park District was performed by Lauterbach & Amen LLP. Matt Beran, the partner in charge provided the Board and staff with of a copy of the CAFR, and a brief overview of the CAFR. Staff requested the Finance Committees approval of the 2019-20 Comprehensive Annual Financial Report. Mr. Eckelberry made a motion, and Mr. Lewis seconded. **Motion carried.**

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

Ms. Gunsteen advised the Board of the purchase orders between \$5,000 and \$15,000 from June 1st 2020 through August 31st, 2020. Staff requested the Finance Committees approval of this report. Ms. Palmer made a motion, and Mr. Eckelberry seconded. **Motion carried.**

Planning Committee, Ms. Palmer, Chairperson

Resolution 20-07: Intergovernmental Agreement Between the Bartlett Park District and the County of DuPage for the Local Government Covid-19 Reimbursement Program

Ms. Palmer informed the Board that DuPage County set aside relief money for the 37 Park District's serving the County for expenses incurred due to the Covid-19 pandemic. To receive funds the District has to enter into an intergovernmental agreement and follow the specified regulations provided. The District will receive approximately \$31,341.46. Staff is requesting the Planning Committees approval of Resolution 20-07. Mr. Lewis made a motion, and Ms. Gunsteen seconded. **Motion carried.**

Building and Grounds Committee, Ms. Stocks, Chairperson
Apple Orchard Greenway Drainage Project

Ms. Stocks advised the Board that Staff met with the Village of Bartlett public works team to address the poor drainage concerns on the property adjacent to Apple Orchard Greenway. To resolve the issue a couple of swales will be cut into the greenway which will create a small berm to help move surface water away from homes.

Recreation Committee, Ms. Kasuba, Chairperson
Teen Trips

Ms. Kasuba informed the Board that the Teen Trip to Starved Rock changed locations to Waterfall Glen Forest Preserve due to bad storms. A second date of September 25th was scheduled to go to Starved Rock. The trip is for teens in the 5th-9th grade.

Bingo Nights

Ms. Kasuba informed the Board that bingo will be coming "live" to the Bartlett Community Center on September 23rd and October 21st from 6-7:30pm. Cards are \$1 and there will be local gift certificates as prizes.

Special Facilities Committee, Ms. Fagan, Chairperson
Oak Room Rental Special Offer

Ms. Fagan advised the Board that the District is currently running a special on full Oak Room rentals offering 25% off the regular price. The discount is valid for any full rental booked in the Oak Room that will take place in 2020.

Villa Olivia Committee, Mr. Lewis, Chairperson
Snow Making Equipment

Mr. Lewis advised the Board of the capital project budget money that is allocated to purchase new snow making equipment. Staff believes by purchasing extra snow guns we will be able to make additional snow quicker, which will allow us to open sooner. Staff is working with Snow Makers Inc., on purchasing two refurbished Standard Polecat Snowmakers. The refurbished snow makers are \$6,000 (each) less than a brand new one. Staff is requesting the Villa Olivia Committee approval to purchase two Standard Polecat Snowmakers from Snow Makers Inc., in the amount of \$31,000. Ms. Stocks made a motion, and Ms. Kasuba seconded. **Motion carried.**

Personnel Committee, Mr. Lewis, Chairperson

No Report

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

No Report

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. Kasuba seconded. **Motion carried at 8:00 PM.**

Minutes Approved by the Board on September 22, 2020.

By: *Rita Fletcher*
Rita Fletcher, Board Secretary