

**BARTLETT PARK DISTRICT
BOARD MEETING MINUTES
TUESDAY, OCTOBER 27, 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 Dale Ann Kasuba. Jody Fagan 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 for the September 22nd, 2020 Board Meeting, and the October 13th, 2020 Committee Workshop Meeting. Mr. Lewis made a motion, and Ms. Stocks seconded. **Motioned carried.**

Residents Comment

None

Monthly Treasurer's Report, Ms. Gunsteen, Chairperson

Ms. Gunsteen moved to approve the Monthly Treasurer's Report for August 2020. Ms. Gunsteen made a motion, and Ms. Kasuba seconded. **Motion carried.**

Finance Committee, Ms. Gunsteen, Chairperson

No Business

Planning Committee, Ms. Palmer, Chairperson

Resolution 20-08: Intergovernmental Agreement Between the Bartlett Park District and the County of Cook for the Local Government Coronavirus Relief Fund

Ms. Palmer informed the Board of the previous discussion regarding the Coronavirus relief funds from Cook County. The funds are to reimburse the Park District for expenses incurred due to Covid-19. To receive the funds the Bartlett Park District had to enter into an Intergovernmental Agreement with Cook County and follow the regulations in the agreement. The Planning Committee requested approval of Resolution 20-08: Intergovernmental Agreement Between the Bartlett Park District and the County of Cook. Ms. Palmer made a motion, and Ms. Gunsteen seconded. **Motion carried.**

Roll Call Vote:

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

Nays: None

Absent: Fagan

Abstain: None

Passed and Approved on October 27, 2020

Building and Grounds Committee, Ms. Stocks, Chairperson

Vehicle Purchase

Ms. Stocks advised the Board of the Building and Grounds Committee request to purchase a 2021 Ford F-250 Crew Cab truck in the amount of \$29,708.00 from Currie Motors Fleet. Ms. Stocks made a motion, and Mr. Lewis seconded. **Motion carried.**

Happy Trails – Little Library Kiosk

Ms. Stocks informed the Board of the little library kiosk that was installed by an Eagle Scout on Park District property. The Woodland Hills Homeowners Association was unaware that the property was District property, and approved the project. Staff spoke to both the Eagle Scout and the Association and informed them that approval is needed prior to installation on District property. The building and grounds committee requested permission to allow the library kiosk to remain on District property. Ms. Stocks made a motion and Mr. Lewis seconded. **Motion carried.**

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

Motion carried.

Golf Update

Ms. Fletcher informed the Board that both Apple Orchard and Villa Oliva golf courses had a very busy season. November 1st is the last day of operation for Apple Orchard, and all 18 holes at Villa Oliva. The front 9 will remain open at Villa Oliva, while staff prepares the back 9 for ski season.

Villa Olivia Update

Ms. Fletcher advised the Board of the new Cook County restrictions on food and beverage. Due to the restrictions Villa Olivia must close food and beverage for a minimum of two weeks. Ms. Fletcher stated a decision was made to shut down the food and beverage operations for the entire month of November, and hope to reopen the first week of December.

Superintendent of Recreation Report, Ms. Dasbach

BCC Open Gym

Ms. Dasbach informed the Board that Basketball was moved into the high risk category earlier this afternoon. Staff will evaluate the new guidelines and give an update on what programs we are able to offer at the next meeting.

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

New Apartment Complex

Ms. O'Brien advised the Board of the new apartment complex that was proposed to the Village of Bartlett. The site area consists of 15 acres of land, and will host approximately 139 units. The Village of Bartlett has a Land/Cash Donation Ordinance that requires the builder to donate land to be used as a park location, or a cash donation in place of the land, or a combination of both. The Board advised staff to work with the Village and developer and request the option of both land and cash. Staff agreed and will report back when they have more information.

Superintendent of Special Facilities, Ms. Heathcote

LIFECENTER Membership Sale

Ms. Heathcote informed the Board that on November 5th and 6th the LIFECENTER will offer 10% off any new or renewed pro or elite paid in full membership. An update on the success of the sale will be provided at the next meeting.

Superintendent of Business Services, Mr. Leninger

Cyber Security Updates

Mr. Leninger informed the Board that October is cyber awareness month. Our IT department continuously monitors the risks and takes the necessary steps to ensure the District's network is secure. Staff serves as a human firewall and the IT department investigates all reports of suspicious activity received. Updates are also done on a monthly basis to help keep the District's network secure.

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 8:07 PM.**

Minutes Approved by the Board on November 24, 2020.

By: *Rita K. Fletcher*
Rita Fletcher, Board Secretary