

**BARTLETT PARK DISTRICT  
BOARD MEETING MINUTES  
TUESDAY, NOVEMBER 24, 2020**

**Call to Order**

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

**Roll Call**

President Eckelberry called for the roll. Commissioners answering present were: Stephen Eckelberry, Lori Palmer, Diana Gunsteen, Ted Lewis, Susan Stocks and Dale Ann Kasuba and Jody Fagan.

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

**Approval of Minutes**

Ms. Gunsteen moved to approve the minutes of the October 27, 2020 Regular Board Meeting and the November 10, 2020 Committee Workshop Meeting, seconded by Ms. Stocks.

**Motion carried.**

**Resident Comments**

None.

**Monthly Treasurer's Report, Ms. Gunsteen Chairperson**

Ms. Gunsteen moved to approve the Monthly Treasurer's Report for October 2020, seconded by Ms. Kasuba. **Motion carried.**

**Finance Committee Report, Ms. Gunsteen Chairperson**

**Ordinance 20-06 – Authorizing Supplemental Property Tax Levy**

Ms. Gunsteen stated the Finance Committee is recommending approval of Ordinance 20-06, Authorizing Supplemental Property Tax Levy. Ms. Gunsteen made a motion to approve, seconded by Ms. Palmer.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

**Passed and Approved on November 24, 2020**

**Resolution 20-09, Estimate of Taxes to Be Levied**

Ms. Gunsteen stated the Finance Committee is recommending approval of Resolution 20-09, Estimate of Taxes to Be Levied. Ms. Gunsteen made a motion to approve, seconded by Mr. Lewis.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

**Passed and Approved on November 24, 2020**

**Planning Committee Report, Ms. Palmer Chairperson**

**Resolution 20-10: Intergovernmental Agreement Between the Bartlett Park District and the County of Kane for the Local Government Coronavirus Relief Fund**

Ms. Palmer advised the Board that the Planning Committee is recommending approval of Resolution 20-10; Intergovernmental Agreement Between the Bartlett Park District and the County of Kane for the Local Government Coronavirus Relief Fund. Ms. Palmer made a motion, and Ms. Kasuba seconded.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

**Passed and Approved on November 24, 2020**

**Building and Grounds Committee Report, Ms. Stocks Chairperson**

No Report

**Recreation Committee Report, Ms. Kasuba Chairperson**

No Report

**Special Facilities Committee Report, Ms. Fagan Chairperson**

No Report

**Villa Olivia Committee Report, Mr. Lewis Chairperson**

No Report

**Personnel Committee Report, Mr. Lewis Chairperson**

No Report

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

No Report

**Executive Director's Report, Ms. Fletcher**

***Bill List***

Ms. Fletcher recommended approval of the November 2020 Bill List. Ms. Palmer moved to approve the Bill List as presented, seconded by Ms. Gunsteen. **Motion carried.**

***Golf Update***

Ms. Fletcher reported that both Villa Olivia and Apple Orchard Golf Courses had good seasons this year. The number of rounds played for each course was up by approximately 5000 rounds over 2019.

**Superintendent of Recreation Report, Ms. Dasbach****Winter 2021 Program Guide**

Ms. Dasbach reported that the Winter Program Guide is currently available on the Park District website. This guide covers programming for January – March. Both the winter and spring brochure will be done electronically. The plan is to mail out a brochure to all households for the summer of 2021.

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

Ms. O'Brien reported that her staff has been busy preparing for the winter season. Staff has gone through snow safety training which included proper technique or shoveling, site safety for plowing and safe salting practices. Snow fencing has been installed on the sled hills and at various locations to help with drifting snow.

**Superintendent of Special Facilities Report, Ms. Heathcote****Tier 3 Mitigations**

Ms. Heathcote stated that Special Facilities are making changes to their areas based on the new Tier 3 mitigations. The good news is we are able to keep LifeCenter health and fitness club open and lap swimming can continue at Splash Central.

**Superintendent of Business Services Report, Mr. Leninger****Human Resources Manager**

Mr. Leninger reported that the District has a new Human Resources Manager. Meagan Rawls started on November 9<sup>th</sup> and she has just under 10 years of Human Resources experience and most recently she worked for Elmhurst Park District for the past seven years.

**Old Business**

No Report

**New Business**

No Report

**Adjournment**

There being no further business, Mr. Lewis moved to adjourn the meeting, seconded by Ms. Kasuba **Motion carried at 7:45pm.**

Minutes Approved by the Board on December 15, 2020.

By: Rita K. Fletcher  
Rita Fletcher, Board Secretary