

**BARTLETT PARK DISTRICT
COMMITTEE WORKSHOP MEETING MINUTES
DECEMBER 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, Dale Ann Kasuba and Jody Fagan. Susan M. Stocks 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; and Superintendent of Business Services, Eric Leninger.

Finance Committee, Ms. Gunsteen, Chairperson

Ordinance 20-07: Annual Tax Levy

Ms. Gunsteen informed the Board of Ordinance 20-07; Annual Tax Levy. This Ordinance covers the tax levy that was discussed in November as part of the estimated tax levy. Ms. Gunsteen made a motion to approve Ordinance 20-07 and Ms. Kasuba seconded.

Roll Call Vote:

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

Nays: None

Absent: Stocks

Abstain: None

Motion Passed

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

Ms. Gunsteen stated that the Board received the list of approved purchase orders between \$5,000 and \$15,000 for the time period of September 2020 through November 2020. Ms. Gunsteen made a motion to accept the list presented, seconded by Ms. Kasuba.

Roll Call Vote:

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

Nays: None

Absent: Stocks

Abstain: None

Motion Passed

Planning Committee, Ms. Palmer, Chairperson

Ordinance 20-8; Annexation of Eastfield Subdivision

Ms. Palmer advised the Board the Eastfield subdivision that was discussed in July needs to be annexed into the Bartlett Park District. Staff worked with attorney Nicole Karas on Ordinance 20-08 which allows for the annexation of the property. The plat of survey is part of the packet and shows lot 28 will be the property the park district will be receiving. Ms. Palmer made a motion to approve Ordinance 20-08, seconded by Ms. Gunsteen.

Roll Call Vote:

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

Nays: None

Absent: Stocks

Abstain: None

Motion Passed

Building and Grounds Committee, Ms. Stocks, Chairperson

Bartlett Park Update

Mr. Eckelberry asked Ms. O'Brien to give the Board an update on Bartlett Park. Ms. O'Brien reported that the paving and landscaping project is almost complete at Bartlett Park, the only items remaining are park benches and garbage cans. Staff is very excited about how the project turned out and is encouraging everyone to stop by and check it out.

Recreation Committee, Ms. Kasuba, Chairperson

Recreation Programs Tier 3

Ms. Kasuba informed the Board the Recreation Department is continuing to offer a variety of programs even with all the changes that had to be made with Tier 3 mitigations. Programs being offered include 1 on 1 instruction in sports, music and archery. The annual performance of Nutcracker took place on December 5th & 6th with no audience, videos of the performance will be available for purchase.

Special Facilities Committee, Ms. Fagan, Chairperson

Registration Office

Ms. Kasuba gave the Board an update on the registration office at Bartlett Community Center. The front counter continues to operate with reduce hours and staff due to all the changes that have occurred due to the pandemic. The office managers continue to do their job along with taking on additional responsibilities processing memberships for LifeCenter and helping out where ever needed.

Villa Olivia Committee, Mr. Lewis, Chairperson

Ski Update

Mr. Lewis informed the Board that staff continues to work to get everything set for the start of the ski season. The ski café will be offering a grab and go for pre-packaged food

and drink and staff will be placing picnic tables outside for people to use. The ski patrol will be conducting trainings the weekend of December 12th. If we could get a snow storm that would really help.

Personnel Committee, Mr. Lewis, Chairperson

No Report

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

No Report

Old Business

None

New Business

None

Resident Comments

None

Adjournment

There being no further business before the Board, Mr. Eckelberry moved to adjourn the meeting, Mr. Lewis made a motion, and Ms. Palmer seconded. **Motion carried at 7:50 PM.**

Minutes Approved by the Board on December 15, 2020.

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