

**BARTLETT PARK DISTRICT
BOARD MEETING MINUTES
JANUARY 26, 2021**

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 Stocks, Dale Ann Kasuba and Jody 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; and Superintendent of Business Services, Eric Leninger.

Approval of Minutes

Mr. Lewis moved to approve the minutes of the December 15, 2020 Regular Board Meeting, the January 12, 2021 Committee Workshop Meeting and the January 16, 2021 Special Board meeting, seconded by Ms. Palmer.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Motion Passed

Resident Comments

None.

Monthly Treasurer's Report, Ms. Gunsteen Chairperson

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

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Motion Passed

Finance Committee, Ms. Gunsteen, Chairperson

Resolution 21-01; Authorizing Intervention in Property Tax Assessments

Ms. Gunsteen stated the Finance Committee is recommending approval of Ordinance 20-07; Annual Tax Levy. Ms. Gunsteen made a motion to approve Ordinance 20-07 and Ms. Kasuba seconded.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Motion Passed

Planning Committee, Ms. Palmer, Chairperson

No Report

Building and Grounds Committee, Ms. Stocks, Chairperson

No Report

Recreation Committee, Ms. Kasuba, Chairperson

No Report

Special Facilities Committee, Ms. Fagan, Chairperson

Facility and Park Request

Ms. Fagan stated the Special Facilities Committee recommended approval of three upcoming events; USA Hoops Basketball Tournament, Rockford Boys & Girls Basketball Tournament and Village Church of Bartlett Easter Egg Hunt. Ms. Fagan made a motion to approve all three requests, seconded by Ms. Stocks.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Motion Passed

Villa Olivia Committee, Mr. Lewis, Chairperson

No Report

Personnel Committee, Mr. Lewis, Chairperson

IAPD Credentials Certificate

Mr. Lewis informed the Board that the Illinois Association of Park Districts (IAPD) requires the Park District Board to name a delegate to their Annual Business meeting

scheduled for Saturday January 30, 2021. Mr. Lewis made a motion to name Lori Palmer as the delegate, seconded by Ms. Stocks.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Motion Passed

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

No Report

Executive Director's Report, Ms. Fletcher

Bill List

Ms. Fletcher recommended approval of the January 2021 Bill List. Ms. Palmer moved to approve the Bill List as presented, Seconded by Mr. Lewis.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Motion Passed

Superintendent of Recreation Report, Ms. Dasbach

Snowshoeing

Ms. Dasbach gave the Board an update about snowshoeing being available at Bartlett Nature Center. People can bring their own snow shoes or rent them for the low cost of five dollars for two hours. Ms. Dasbach also informed the Board the Nature Center is moving back to being open on Saturdays.

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

LED Lighting Update

Ms. O'Brien informed the board that the Parks department has been working on indoor and outdoor lighting throughout the district and has been upgrading to LED lighting. A few of the locations include at the running track and gymnasium at Bartlett Community Center. Exterior lights at Apple Orchard Clubhouse and Bartlett Park gazebo and path lights. LED lights are estimated to use 75% less energy and last 25 times longer than incandescent lighting.

Superintendent of Special Facilities Report, M. Heathcote

Tier 1 Mitigations Facility Update

Ms. Heathcote reported that moving into Tier 1 mitigations is allowing us to open up more activities. At LifeCenter fitness classes can resume and the locker rooms are allowed to open. Splash Central will also open for open swim on the weekends and Aqua fit classes will return.

Superintendent of Business Services Report, Mr. Leninger

End of Calendar Year Reporting

Mr. Leninger reported that the Business Services department has been busy completing end of calendar year 2020 reporting. These items include issuing 1099 forms to vendors and independent contractors. Mr. Leninger spoke about the new 1099-NEC form and how it is different from the 1099 form. He also reminded the Board that on January 1st, 2021 minimum wage went up to \$11.00 per hour which affected several of the district's part time positions.

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, Ms. Palmer made a motion, and Ms. Gunsteen seconded.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Motion carried at 7:52 PM.

Minutes Approved by the Board on February 23, 2021.

By: *Rita Fletcher*
Rita Fletcher, Board Secretary