

**BARTLETT PARK DISTRICT  
COMMITTEE WORKSHOP MEETING MINUTES  
TUESDAY, JUNE 8, 2021**

**Call to Order**

President Palmer called the meeting to order at 7:30 PM.

**Roll Call**

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

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

**Pledge of Allegiance**

President Palmer led the Pledge of Allegiance.

**Finance Committee, Mr. Lewis Chairperson**

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

Mr. Lewis stated the finance committee is requesting approval of the purchase orders between \$5,000 and \$15,000 for the months of March, April, and May. Ms. Fagan inquired about the expenses for travel softball and Ms. Dasbach explained that the district pays for the tournaments and other expenses with the funds collected from registration for the league. Ms. Stocks made a motion to approve, Mr. Eckelberry seconded the motion. **Motion carried.**

**Planning Committee, Ms. Gunsteen, Chairperson**

No report.

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

**Splash Central Women's Locker Room**

Ms. Stocks informed the Board that the Buildings and Grounds Committee is planning to complete one of their capital improvement projects on the women's locker room at Splash Central. Three quotes were obtained from different companies and the committee is recommending Prestige Distribution Inc. for the amount of \$24,800 to replace the partitions. Prestige Distribution Inc. completed the men's locker room replacement in 2019 and staff is happy with their work. Ms. Stocks made a motion to approve Prestige Distribution Inc. for the amount of \$24,800, Ms. Gunsteen seconded the motion. **Motion carried.**

**Recreation Committee, Ms. Fagan, Chairperson**

**2021 National Night Out Request**

Ms. Fagan reviewed the request from the Village of Bartlett to use several parks, areas, and facilities as part of the Bartlett Police Department's annual National Night Out events. The request is similar to years past and they have requested the use of Jim Jensen Pavilion and Apple Orchard Fields, Bartlett Aquatic Center, and Bartlett Park. Ms. Fagan made a motion to approve the request, seconded by Mr. Eckelberry. **Motion carried.**

**Summer Concerts on the Lawn**

Ms. Fagan announced the return of the summer concerts on the lawn, a partnership with the Bartlett Public Library that the district is excited to continue. The Free concerts are scheduled for Friday June 18<sup>th</sup>, and July 16<sup>th</sup> at 7pm.

**Special Facilities Committee, Ms. Kasuba, Chairperson****Ignite the Courage Request**

Ms. Kasuba discussed the Ignite the Courage request with the Board. Ignite the Courage is an Illinois Not for Profit and an extension of the Bartlett Fire Protection District. They are requesting approval to host an event on Saturday, August 14<sup>th</sup>, 2021, which will be an aspect of the Bartlett Summer Fest, at Bartlett Park and Log Cabin They plan to host the car show and craft/vendor show with a maximum of 30 craft vendors and approximately 100 cars. Ms. Palmer asked where all of the 100 cars for the car show would be parked. Ms. Fletcher responded that they typically use the parking on the east side of Bartlett Park and North Avenue. Ms. Kasuba made a motion to approve the request, seconded by Ms. Stocks. **Motion Carried.**

**Bartlett Aquatic Center Update**

Ms. Kasuba also shared an update on the Bartlett Aquatic Center. The pool opened one day later than planned due to cold temperatures and while attendance has been low the first few days, it allowed the staff to work through some minor technology bugs with the new reservation system. With the increasing temperatures the staff is anticipating a busy weekend ahead. Ms. Heathcote added that staff has done a great job and feedback from guests at the pool is that they have enjoyed their experience and are happy the pool is open again. Ms. Kasuba asked about the area splash pads and the time line for opening them. Ms. O'Brien responded that the Leiseberg splash pad would be open the end of this week and then the team will move on to Blue Heron next week. Ms. O'Brien also shared that there are still some issues being addressed as the Bartlett Aquatic Center and all of their focus has been on getting the pool open and keeping it open. Now that most issues have been addressed her team can shift their focus to the splash pads. Ms. Palmer asked about the changes in Phase 5 and if reservations will still be required. Ms. Fletcher responded that the time limits will be lifted in phase 5, but noted that face coverings for unvaccinated people and children under 12 years old will still be required in accordance with CDC guidelines. Ms. Palmer also asked about pool passes and Ms. Fletcher informed her there was a planned meeting the following day to discuss how passes will be rolled out. Ms. Gunsteen added that her family visited the pool the past weekend and they very much enjoyed the experience with the limited capacity. She added she was able to enjoy more of the facility because there were no lines. Ms. Fletcher shared that she has received some very nice emails from residents who have commended the park district for following the guidelines to keep everyone safe and that they have enjoyed the pool with less crowds. Ms. Heathcote also shared that despite some criticism the park district has received in regards to the restrictions in place, the majority of feedback they have received from guests who have visited the pool so far has been great.

**Villa Olivia Committee, Mr. Eckelberry Chairperson****Bunker Rake Replacement**

Mr. Eckelberry stated in the capital projects budget is the replacement of the current 1995 sand pro bunker rake. Staff has tested several different brands of rakes and is requesting committee approval to purchase a Toro Sand Pro 3400 from Reinders for the price of \$20,805.48. Ms. Fagan asked what the state of the current sand rake was and Ms. Fletcher responded that it is no longer moving the sand as it should and therefore not doing the job for which it is intended. Ms. Gunsteen made a motion to approve the purchase of the new sand rake, Mr. Lewis seconded the motion.

**Motion carried.**

**Personnel Committee, Mr. Eckelberry Chairperson**

Mr. Eckelberry updated the board on the current staffing levels at the Park District. In comparing the current number of employees this year to the number of employees at this time in 2019, the district is still down nearly 150 employees. Ms. Gunsteen commented she initially thought there was a typo in the report when she looked at those numbers. Mr. Lewis asked if the district is having trouble getting seasonal and part time employees to return and Ms. Fletcher responded that was correct. Ms. Fletcher added that all departments have been actively hiring for months but the typical seasonal employees who come back each year are not returning as they have in past years, partly because they were not employed by the district last summer. Ms. Fagan asked if the district is struggling with being so understaffed. Ms. Fletcher confirmed that all departments are struggling with staffing and having to prioritize because of that. Ms. Kasuba asked if the pool was staff enough to actually open to capacity now that the restrictions have been lifted. Ms. Fletcher shared that the pool is currently training new lifeguards and pool staff and have made the decision to close Splash Central open swim for the summer because there are not enough lifeguards to properly staff both pools. Ms. Fletcher added the district is still actively interviewing and hiring new staff.

**Community Relations and Legislative Issues Committee, Ms. Palmer, Chairperson**  
**Ordinance 21-05 4<sup>th</sup> of July Event**

Ms. Palmer introduced Ordinance 21-05 4<sup>th</sup> of July Event that allows for the consumption of alcoholic beverages in Apple Orchard Community Park during the festival. The ordinance also prohibits animals from the festival grounds and sets procedures in the event of activation of the Thorguard system. Mr. Eckelberry made a motion to approve the 4<sup>th</sup> of July ordinance, Ms. Gunsteen seconded the motion. **Motion carried.**

**Old Business**

None.

**New Business**

None

**Resident Comments**

Joe Hyland, with the Bartlett Examiner shared with the board that he will be retiring from covering Board meetings and they would have a new representative from the Examiner attending their meetings in the future. The board thanked him and wished him well.

**Closed Session**

Mr. Eckelberry moved to adjourn into Closed Session under Section 2 (C)(21) and 2(C)(11) of the Open Meetings Act, for the discussion of minutes of prior meetings lawfully closed under the Open Meetings Act, for the purpose of review or release of such minutes and under Section 2 (c) (11) for the discussion of pending or imminent litigation. Mr. Eckelberry made a motion, Ms. Gunsteen seconded, **Motion Carried**

Ms. Palmer asked for a roll call vote to adjourn into Closed Session

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

**Motion Carried at 7:50pm**

**Reconvening of Board Meeting**

Ms. Palmer called the meeting back to order at 8:23pm and called for roll. Commissioners answering present were: Lori A. Palmer, Diana Gunsteen, Theodore J. Lewis, Stephen Eckelberry, Susan Stocks, Dale Ann Kasuba and Jody Fagan. Staff members present were: Executive Director, Rita Fletcher and Executive Assistant, Maureen Regan

**Action Resulting from Closed Session**

President Palmer indicated that the Board recommended the full release of Closed Session Meeting Minutes from December 15<sup>th</sup>, 2020. All other Closed Session Minutes should remain closed. Ms. Palmer moved to release the closed session meeting minutes from December 15<sup>th</sup>, 2020, Ms. Gunsteen seconded the motion. **Motion carried.**

**Adjournment**

There being no further business before the Board, Ms. Palmer moved to adjourn the meeting. Mr. Eckelberry made a motion, and Ms. Kasuba seconded. **Motion Passed at 8:24 PM.**

Minutes Approved by the Board on June 22<sup>nd</sup>, 2021.

By: Rita K. Fletcher

Rita Fletcher, Board Secretary