

BARTLETT PARK DISTRICT COMMITTEE WORKSHOP MEETING MINUTES TUESDAY, JUNE 14, 2022

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 Parks and Planning, Kelly O'Brien; Superintendent of Business Services, Eric Leninger; Superintendent of Villa Olivia, Mike Toohey and Superintendent of Special Facilities, Katie Mix.

Pledge of Allegiance

President Palmer led the Pledge of Allegiance.

Resident Comments

None

Finance Committee, Mr. Lewis Chairperson

Purchase Orders Between \$5,000 and \$20,000

Mr. Lewis informed the Board of the purchase orders between \$5,000 and \$20,000 for the time of March, 2022 and May, 2022. Mr. Lewis made a motion to approve the purchase orders, seconded by Ms. Kasuba. **Motion carried.**

Planning Committee, Ms. Gunsteen, Chairperson

Sunrise & Sunset Master Planning

Ms. Gunsteen stated in March the Board discussed master planning for Sunrise and Sunset park and then on April 19th a public input meeting was held at Sunrise Park. Ms. Gunsteen then introduced Michelle Kelly from Upland Design to speak about the public meeting and present two concepts for the Board to consider.

Ms. Kelly thanked the Board for allowing her to be part of this process and gave a brief history of the park property from 1939 when it was a farm field to current conditions. She then recapped what was discussed at the public input meeting and based on that meeting and working with the Board, Upland Design had two different concepts to show the board. Included in Concept A: Pathways and trail connections, off street parking lot, playground with track zipline, basketball court relocation, pickleball courts, soccer field improvements, challenge course and fitness area, disc golf renovation, picnic shelter, fishing pier/deck, wetland enhancements and lowland pollinator plantings. Concept B included: Pathways and trail connections, on-street angled parking, nature playground with zipline, basketball court renovation, pump track, loop walk, seating and natural area, disc golf enhancements, picnic shelter, fishing outcropping areas, wetland enhancements, lowland pollinator plantings, native bird habitat and bat boxes. Lengthy discussion ensued about both concepts.

The overall consensus of the Board was Concept B with a nature theme. The Board directed staff and Upland Design to work on making some changes and bring back the concept to the Board.

Ms. Kelly said we are still waiting for Illinois Department of Natural Resources to release information about the next round of OSLAD grants and the timeline for applying as this is a great project for an OSLAD grant.

Building and Grounds Committee, Ms. Stocks Chairperson**Leiseberg Park – Tennis Court Resurfacing**

Ms. Stocks stated that in the capital improvement plan the tennis courts at Leiseberg Park are scheduled to be resurfaced this year. The project consists of pressure washing the surface, filling the cracks and then applying acrylic color and painting the lines. Staff is recommending US Tennis Court Construction for \$29,245.00. Ms. Gunsteen asked if lines could be added so pickleball could also be played on the same courts. Staff explained that the nets are different sizes and at other places they have eliminated the actual tennis court and changed the court to pickleball use only. Since the park district only has five tennis courts that is not an option we are exploring at this time. Ms. Stocks motioned to approve the hiring of US Tennis Court Construction for the amount of \$29,245.00, seconded by Mr. Lewis. **Motion carried.**

Outdoor Library Kiosk

Ms. Stocks stated a college student from Bartlett is requesting to put in a library kiosk as part of program called "Moving the Needle" The little library would be located at Camelot at Mayfair Park. The Board liked the plan and said to move forward.

Story Walk Project

Ms. Stocks stated that a local boy scout would like to partner with the park district and install a Story Walk in one of the parks. A story walk places and illustrated children's book, taken apart and displayed page by page, along a walking route. Bartlett Public Library has agreed to be part of this project and would replace the books with new books four times a year. The Board liked the idea and thought Leiseberg Park would be a good location.

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

Ms. Fagan shared that Cydnie Babicz is our new recreation manager who will be overseeing cultural arts, summer camps, preschool and general programs. Her first day was May 31st.

Special Facilities Committee, Ms. Kasuba, Chairperson**Aquatics Update**

Ms. Kasuba informed the Board the Bartlett Aquatic Center opened on May 29th and we have more lifeguards than we did last year and we are happy the weather has warmed up.

Villa Olivia Committee, Mr. Eckelberry Chairperson**Ski Hill Lighting**

Mr. Eckelberry reported that staff has been working with Musco lighting to improve the lighting on the ski hill. Capital funds have been allocated for this work and staff hopes to bring more information to the Board next month.

Personnel Committee, Mr. Eckelberry Chairperson**Part -Time Personnel Policy Manual**

Mr. Eckelberry stated that included in your packet is the updated part-time personnel policy manual. Changes to the manual are highlighted in red and include changes to laws that have been made since the manual was last updated. Mr. Eckelberry asked for a motion to approve the part-time personnel manual, Ms. Gunsteen made the motion, seconded by Ms. Fagan. **Motion Carried**

Community Relations and Legislative Issues Committee, Ms. Palmer, Chairperson**Independence Day Parade**

Ms. Palmer informed the Board that this year's Independence Day Parade will be held on Sunday, July 3rd. If any commissioners are interested in attending please meet at the administration building at 11:15am.

Old Business

Global Arts Festival

Ms. Kasuba and Ms. Stocks wanted to thank the park district for their help with the Global Arts Festival that took place over the weekend. They stated the new location at Apple Orchard Community Park worked great and they will be requesting that location for next year.

New Business

None

Adjournment

There being no further business before the Board, Ms. Palmer moved to adjourn the meeting. Mr. Eckelberry made a motion, and Ms. Stocks seconded. **Motion Passed at 9:12 PM.**

Minutes Approved by the Board on June 28, 2022.

By: *Rita Fletcher*

Rita Fletcher, Board Secretary