

BARTLETT PARK DISTRICT BOARD MEETING MINUTES TUESDAY, JULY 26, 2022

Call to Order

Commissioner Lewis called the meeting to order at 7:30pm.

Roll Call

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

Staff members present were: Superintendent of Recreation, Kim Dasbach; Superintendent of Parks and Planning, Kelly O'Brien and Superintendent of Special Facilities, Katie Mix.

Pledge of Allegiance

Commissioner Lewis led the Pledge of Allegiance.

Approval of Minutes

Mr. Lewis moved to approve the minutes for the June 28, 2022 Board Meeting and July 12, 2022 Committee Workshop Meeting. Mr. Eckelberry made a motion, and Ms. Stocks seconded.

Motion Passed.

Residents Comment

None

Monthly Treasurer's Report, Mr. Lewis, Chairperson

Mr. Lewis presented the Monthly Treasurer's Report for June 2022. Ms. Stocks motioned to approve the monthly treasurer report, Mr. Eckelberry seconded. **Motion Passed.**

Finance Committee, Mr. Lewis, Chairperson

No Report

Planning Committee, Ms. Gunsteen, Chairperson

ADA Transition Plan & Accessibility Audit

Mr. Lewis introduced John McGovern from W-T Group who spoke about the recently completed ADA Transition Plan and Accessibility Audit. Mr. McGovern thanked Mr. Lewis and the Board for allowing his company to work with the Bartlett Park District. Mr. McGovern talked about the new federal standards for accessible design have continued to evolve and in 2018 the Illinois Accessible Code was updated and all of these changes are challenging to keep up with that is why having an audit to see how your agency is doing is very important. They completed audits at 55 sites with site reports for each location that highlighted areas of concern. Some of the items they noticed included accessible parking challenges, pounds of force at entry doors, small issues at some restrooms and locker rooms. In the transition plan items were broken down into three phases of things that need to be fixed or replaced to be in code. Several of these items can be done in house and others should be completed when updating areas, example being when putting in a new pathway when renovating a new playground. To make all the changes that are noted the approximate cost would be \$3.9 million dollars. John stated that it is okay to allocate funds to make retro-fits, not everything can be done at once. Mr. Eckelberry asked if there were any critical concerns we need to complete now. Mr. McGovern recommended creating a plan of action using the three phases as there are no critical concerns at this time. Ms. Fagan asked about playgrounds and is there a ratio of how many playgrounds should be accessible. Mr. McGovern stated there is no set percentage as the goal should be to make everything

accessible but would recommend going for a 1 to 3 ratio to get things started. Mr. Lewis asked if they looked at the Free to Be Me Playground at Bartlett Park and Mr. McGovern said it was a beautiful park with just a couple of areas that need attention. Mr. Eckelberry made a motion to accept the ADA Transition Plan and Accessibility Audit as presented. Seconded by Ms. Stocks. **Motion Passed.**

Building and Grounds Committee, Ms. Stocks, Chairperson

Golf Course Fairway Mower Replacement

Ms. Stocks shared that as part of the capital replacement plan a new Toro Groundsmanster 4500 Fairway Mower for Apple Orchard Golf Course is being requested. Ms. Stocks motioned to approve the purchase of a new fairway mower from Reinders, Inc., for the amount of \$87,933.54 seconded by Mr. Eckelberry. **Motion Passed.**

Recreation Committee, Ms. Fagan, Chairperson

No Report

Special Facilities Committee, Ms. Kasuba, Chairperson

Cyclocross Request

Ms. Kasuba stated the Special Facilities Committee is recommending approval of the use of Sunrise Park on October 22nd & October 23rd for the Cyclocross event hosted by Athletes by Design. Ms. Kasuba made the motion to allow Athletes by Design to host their event, seconded by Ms. Stocks. **Motion Passed.**

Villa Olivia Committee, Mr. Eckelberry, Chairperson

No Report

Personnel Committee, Mr. Eckelberry, Chairperson

No Report

Community Relations and Legislative Issues Committee, Ms. Palmer, Chairperson

No Report

Executive Director's Report, Ms. Fletcher

Bill List

Ms. Dasbach recommended approval of the June Bill List. Mr. Eckelberry moved to approve the Bill List as presented, and Ms. Kasuba seconded. **Motion Passed.**

Bartlett & Streamwood Bike Plan

Ms. Dasbach explained to the Board that the Villages of Bartlett and Streamwood have joined forces with the Chicago Metropolitan Agency for Planning to develop a bicycle and pedestrian plan for both communities. They are now looking for community input on the plan which will be finalized in the fall.

Superintendent of Recreation Report, Ms. Dasbach

Marketing Sponsorships

Ms. Dasbach informed the Board about two marketing sponsorships that have been secured recently. The first one is The Park Partner Program at Bartlett Community Center that allows business to showcase their business with banners located in the gymnasium for twelve months. The second program is the Banner in the Park Program which a new business has decided to take advantage of for the next four months. Ms. Kasuba asked who printed the banners? Ms. Dasbach stated that for the banners inside the community the park district did those, for the ones outside the local business provided their own banners.

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

IPRA Environmental Report Card

Ms. O'Brien reported to the Board that as part of the IPRA/IAPD Distinguished Park and Recreation Accreditation standards the park district must complete and environmental report card. The report outlines environmental initiatives or green practices and can help identify areas for further assessments that impacts the district. The report shows the district has a score of 85% and also shows areas we can improve on which staff will work on to address for the future.

Superintendent of Business Services, Mr. Leninger

Staffing Update

Ms. Dasbach informed the Board that a new staff member has joined the Business Services Department. Eric Johansen is our new Accounting Specialist and he started on July 5th. Eric recently graduated from Aurora University with an MBA in accounting.

Superintendent of Villa Olivia, Mr. Toohey

Events Update

Ms. Dasbach stated that the number of events are continuing to grow at Villa Olivia. As of the end of July 125 events have been booked and we are confident the numbers will continue to rise and exceed the numbers from 2021.

Superintendent of Special Facilities, Ms. Mix

Bartlett Aquatic Center Audit Update

Ms. Mix reminded the Board that this was the first year we have used Star Guard Elite as our aquatic risk prevention agency. As part of the process Star Guard conducts unannounced audits observing our lifeguards and testing staff skills through mock scenarios. On July 9th the staff was audited for the second time and we are proud to announce staff earned four stars.

Old Business

None

New Business

None

Adjournment

There being no further business before the Board, Mr. Lewis moved to adjourn the meeting. Mr. Eckelberry made a motion, and Ms. Kasuba seconded. **Motion Passed at 8:14 PM.**

Minutes Approved by the Board on August 23, 2022.

By: *Rita Fletcher*
Rita Fletcher, Board Secretary