

BARTLETT PARK DISTRICT BOARD MEETING MINUTES TUESDAY, AUGUST 23, 2022

Call to Order

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

Roll Call

Executive Director Fletcher called for roll. Commissioners answering present were: 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 Business Services, Eric Leninger; Superintendent of Special Facilities, Katie Mix.

Pledge of Allegiance

President Palmer led the Pledge of Allegiance.

Approval of Minutes

Ms. Palmer moved to approve the minutes for the July 26, 2022 Board Meeting, and the August 9, 2022 Committee Workshop Meeting. Mr. Lewis made a motion, and Mr. Eckelberry seconded. **Motion Passed.**

Residents Comment

None

Monthly Treasurer's Report, Mr. Lewis, Chairperson

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

Finance Committee, Mr. Lewis, Chairperson

No Report

Planning Committee, Ms. Palmer, Chairperson

Resolution 22-04 – OSLAD Grant Sunrise Park

Ms. Gunsteen presented Resolution 22-04, approving the application for the 2023 OSLAD Grant. For this year, the Planning Committee is recommending the application for Sunrise Park. Additionally, the IDNR announced that the matching funds have been increased from \$400,000 to \$600,000 for 2023. Mr. Eckelberry motioned to approve Resolution 22-04, seconded by Mr. Lewis.

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Motion Passed.

Building and Grounds Committee, Ms. Stocks, Chairperson

Utility Vehicle Replacement

Ms. Stocks stated the Building & Grounds Committee is seeking to purchase a 2022 Cushman Truckster Utility Vehicle to replace the existing 2000 Cushman Utility Vehicle. The new vehicle would be purchased from Burriss Equipment Co. through the Sourcewell Cooperative Purchasing Program for \$29,455. Mr. Eckelberry motioned to purchasing the Cushman Truckster Utility Vehicle for \$29,455, seconded by Mr. Lewis. **Motion passed.**

Recreation Committee, Ms. Fagan, Chairperson

No Report

Special Facilities Committee, Ms. Kasuba, Chairperson

Safety Manual Approval

Ms. Kasuba informed the Board that as part of the Distinguished Agency review process, staff has reviewed and updated the district's safety manual. Ms. Stocks motioned to approve the updated Safety Manual, seconded by Mr. Eckelberry. **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. Fletcher recommended approval of the August Bill List. Mr. Lewis moved to approve the Bill List as presented, and Mr. Eckelberry seconded. **Motion Passed.**

Shales Parkway Study

Ms. Fletcher shared that the Bartlett Park District has been selected as an official Community Advisory Group member for the US 20 at Shales Parkway Study. As a member we will have input on the different ideas the Illinois Department of Transportation will be presenting for improvements to not only Shales Parkway but other intersections including Lake Street and Naperville Road which could have an impact on Villa Olivia. Ms. Fletcher shared more from the recent meeting she attended.

Superintendent of Recreation Report, Ms. Dasbach

Parks for Pollinators BioBlitz – September 2022

Ms. Dasbach detailed the Parks for Pollinators national campaign that the district is encouraging residents to participate in. The goal is to raise awareness of the pollinator crisis, engage, educate and help more people understand the importance of pollinator and native habitats in their local communities. Residents can participate by downloading the app and documenting species (plants, insects and animals) they find by taking pictures and uploading to the Parks 4 Pollinators Bartlett Park District 2022 project.

Website and Social Media Monthly Analytics

Ms. Dasbach offered a monthly snapshot of the District's most viewed Facebook posts and top pages visited on the District's website. This information shows how many residents our social media reaches as well as how much our website is being utilized.

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

Newport Park & Camelot on Mayfair Update

Ms. O'Brien shared an update on both parks that were updated this summer. Both playgrounds were completed in mid-July and the basketball court at Newport Park is scheduled to be completed by the end of August. Staff has received great feedback from residents.

Superintendent of Business Services, Mr. Leninger

Network Security and Safeguards

Mr. Leninger described a recent cyber-attack on the technology company Cisco that was accomplished through a technique called Multi-Factor-Authentication Fatigue. The stolen data was then published on the dark web. In an effort to avoid attacks like these, the District will be upgrading their two-factor authentication application for the District's VPN to increase both security and ease of use by employees.

Superintendent of Villa Olivia, Ms. Fletcher

Staff Update

Ms. Fletcher informed the Board that Villa Olivia has hired a new Food and Beverage Manager, Joe Orichiella. Joe comes to us with over 25 years of experience in the hospitality industry and started with us August 16th.

Superintendent of Special Facilities, Ms. Mix

Bartlett Aquatic Center Private Rentals

Ms. Mix conveyed the very successful summer of private pool rentals. During the 2021 season, we held 12 private rentals for a total of \$5,025 in revenue. During the 2022 season, we held 27 private rentals for a revenue total of \$16,119. The 2022 revenue surpassed that of 2019 as well.

Old Business

None

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. Kasuba seconded. **Motion Passed at 7:53 PM.**

Minutes Approved by the Board on September 27, 2022.

By: Rita Fletcher
Rita Fletcher, Board Secretary