

BARTLETT PARK DISTRICT BOARD MEETING MINUTES TUESDAY, OCTOBER 25, 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. Stephen Eckelberry was absent.

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 and Executive Assistant, Maureen Regan.

Pledge of Allegiance

President Palmer led the Pledge of Allegiance.

Approval of Minutes

Ms. Palmer moved to approve the minutes for the September 28th, 2022 Board Meeting, and the October 11th, 2022 Committee Workshop Meeting. Mr. Lewis made a motion, and Ms. Gunsteen seconded. **Motion Passed.**

Public Comment

None

Monthly Treasurer's Report, Mr. Lewis, Chairperson

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

Finance Committee, Mr. Lewis, Chairperson

FY2021-22 Annual Comprehensive Financial Report

Mr. Lewis reminded the Board of the presentation given by Ed Tracey, of Seldon Fox, at the committee meeting and the information they have each been provided. Mr. Lewis asked if there were any further questions on the Annual Comprehensive Financial Report. There being no questions, Mr. Lewis made a motion to accept the FY2021-22 Annual Comprehensive Financial Report as presented, Ms. Gunsteen seconded the motion. **Motion Passed.**

Planning Committee, Ms. Palmer, Chairperson

No Report

Building and Grounds Committee, Ms. Stocks, Chairperson

No Report

Recreation Committee, Ms. Fagan, Chairperson

No Report

Special Facilities Committee, Ms. Kasuba, Chairperson

No Report

Villa Olivia Committee, Mr. Eckelberry, Chairperson

Toro Groundmaster 1200

Ms. Palmer, on behalf of the Villa Olivia Committee, requested approval to purchase a Toro Groundmaster 1200 pull behind rotary mower. Funds have been allocated to purchase a new rough mower this year, but it was determined that they model previously planned for had gone up \$15,000 in price. This pull behind rotary mower is a great alternative at a cost of \$31,547.32. Ms. Palmer made a motion to approve, seconded by Mr. Lewis **Motion Passed.**

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 September Bill List. Ms. Stocks moved to approve the Bill List as presented, and Mr. Lewis seconded. **Motion Passed.**

Schrade Gym

Ms. Fletcher shared an update on Schrade Gym. The good news is that there is no asbestos detected in the gym, the bad news is that the flooring tested positive for mercury. Similar to how asbestos is dealt with, the area needs to be completely sealed off while the floor is carefully removed and then transported to a special disposal site. The company hired to remove the floor, Blastitall, can remove the floor but will hire another company to prepare the building and seal it off. We will need to hire a consultant to over-see the removal and continue testing the area as the materials are removed, as well as pay to transport the old flooring to the closest dumpsite which is in Michigan. The overall additional cost to mitigate the mercury is about \$45,000. Ms. Fletcher added that a claim has been submitted to the district's insurance and there is a possibility of some of these additional costs being covered. Ms. Fagan asked if there is anything the district could have done to avoid this. Ms. Fletcher responded that there was no way to know there was mercury in the flooring and that with the age of the building it is not uncommon to find this material was used in the old floor. Ms. Palmer asked how this additional measure will affect the overall timing of the floor replacement. Ms. Fletcher responded that the district will work with the floor removal company as well as the floor replacement company to ensure the work flows, but will take about a month to complete the work. Ms. Fletcher also added that similar to asbestos, there is no health or exposure concern to anyone that has been in the gym. The concerns arise when the material is disturbed or removed. Mr. Fletcher will follow up with the Board when they have a response from the insurance company.

Accreditation

Ms. Fletcher was pleased to inform the Board that the district achieved IAPD/IPRA Distinguished Agency Accreditation. Staff has worked very hard all year to prepare for this. Ms. Fletcher stated the district will officially receive their accreditation in November as well as press information that can be released.

Superintendent of Recreation Report, Ms. Dasbach

Basketball Season

Ms. Dasbach updated the Board on the current basketball season. Staff is very pleased with enrollment this year and has doubled the number of teams for 1st and 2nd grade compared to last year. New this year is Jr. Hoops for Kindergarten which has 20 participants.

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

Apple Orchard Golf Course- Fall Maintenance and Project Updates

Ms. O'Brien detailed plans for Apple Orchard Golf Course once the season ends in the coming weeks. Staff has been aerating greens, fertilizing fairways, and treating for grubs. A company was hired to repair 3 major unexpected irrigation leaks and one leak was repaired by staff. The district has also hired a company to remove 19 Austrian Pines and 1 Locust tree that are diseased. The same company will then install 9 Norway Spruces, 9 Colorado Spruces, and 1 Autumn Blaze Maple. Ms. Fagan asked if the new trees will be mature trees. Ms. O'Brien responded that we will be getting the tallest trees that we can, but will be looking into additional screening on the course. Some of the trees being removed provide screening between holes and staff is going to be looking into additional measures if needed.

Superintendent of Business Services, Mr. Leninger

Cook County Tax Revenue

Mr. Leninger summarized the issues with Cook County tax revenue. Cook County is undergoing systemwide computer software enhancements that are affecting a substantial portion of the county's operations. Due to this, tax bills have been delayed which has delayed the district receiving payment. We have only received 2% of our total tax revenue from Cook County. We expect the remainder to be delayed and may have an affect on our revenue totals if the remaining amount isn't received until next fiscal year. The district will receive the money, it is just currently delayed.

Cybersecurity Awareness

Mr. Leninger reminded the board that it is cybersecurity awareness month and listed some of the areas the district is focusing on. Public Wifi is a common area of concern and staff is encouraged to use a VPN network whenever possible.

Superintendent of Special Facilities, Ms. Mix

Registration Desk Hours

Ms. Mix announced the registration desk will now be open on Saturdays from 9am to 12pm. These hours have not been available since before the pandemic and staff is excited to be able to offer it again.

Old Business

None

New Business

None

Adjournment

There being no further business before the Board, Ms. Palmer moved to adjourn the meeting. Ms. Gunsteen made a motion, and Mr. Lewis seconded. **Motion Passed at 7:58 PM.**

Minutes Approved by the Board on November 22, 2022.

By: Rita Fletcher
Rita Fletcher, Board Secretary