

**BARTLETT PARK DISTRICT
BOARD MEETING MINUTES
TUESDAY, MAY 24, 2011**

Call to Order

President Eckelberry called the meeting to order at 7:30 p.m.

Roll Call

President Eckelberry called for the roll. Commissioners answering present were: Stephen M. Eckelberry, Lori A. Palmer, James A. Mansfield, Theodore J. Lewis, and Susan M. Stocks. Commissioners Marianne Cordell and Kenneth N. Woods were absent.

Staff members present were Executive Director/Board Secretary Rita Fletcher, Superintendent of Parks and Planning Jon Carlson, Superintendent of Recreation Kimberly Dasbach and Superintendent of Business Services Susan Leninger. Superintendent of Revenue Facilities Steven Karoliussen was absent.

Also present were resident Mark Jensen and representatives from Williams Architects and Williams Construction.

Recording Secretary Patricia Russell took the minutes.

Pledge of Allegiance

President Eckelberry led the Pledge of Allegiance.

Approval of Minutes

Mr. Lewis moved to approve the minutes of the 04/26/11 Regular Board Meeting, and the 05/10/11, Public Hearing, Annual Meeting and Committee Workshop Meeting, seconded by Ms. Stocks.

Motion carried.

Resident Comments

Mr. Mark Jensen of 310 W. North Avenue spoke about the aquatic center renovations and was curious as to the changes being made. He asked if consideration has been taken for the power to turn the 715 foot lazy river and how much of that was looked at as far as maintenance, upkeep and operational costs. Mr. Lewis indicated that the cost to pay the lifeguards is much more than the cost of the electricity, but that is build into the fees that are charged for using the facility. It has nothing to do with the referendum. For summer programs the Park District hires part-time kids from high school and college. Mr. Eckelberry indicated that the bather load would almost double with the expansion of the pool and the extra operational costs have been taken into account.

Correspondence

None.

Monthly Treasurer's Report, Mr. Mansfield Treasurer

Mr. Mansfield moved to approve the Monthly Treasurer's Report for April 2011, seconded by Ms. Palmer. **Motion carried.**

Finance Committee Report, Mr. Mansfield Chairperson

Technology Purchase

Mr. Mansfield indicated that the Finance Committee had recommended approval of 10 Dell Optiplex 780's with Office 2010 in the amount of \$21,321.30, and he so moved to approve the expense, seconded by Mr. Lewis. **Motion carried.**

Planning Committee Report, Ms. Palmer Chairperson
Bartlett Aquatic Center Presentation

Ms. Palmer noted that the architects are attending the meeting to continue discussions and review adjustments to the plans for the Bartlett Aquatic Center. Tom LaLonde indicated that at the last meeting they talked about the development of the plans from last year. They reviewed the original list of options and then they looked at over 15 different scenarios using various options. They started with a \$7.1 million baseline, took that and looked at adjusting and reducing things across the board. Some items were moved to different locations to make them more cost-effective with the placement of the mechanicals. The adult deck was taken off the plan; it is now an open lawn where chaise lounges can be placed for sunning. The splash pad was reduced in size, but it will still be a nice amenity. The second bridge was removed from the plan because the slides were moved off the island. Both of the slides are called out as alternates and the second slide on the existing building is an alternate. The body flume slide is an alternate.

Mr. Lewis noted to put in a slide on the existing building is \$121,000; to put up a new slide and tower it's almost the same price. Some discussion ensued. Mr. LaLonde noted that the prices are estimates; they need to test it in bidding as they could be off by 5% one way or the other. Mr. Tom Tristano indicated that there is still a lot of fluidity in the market. They want to allow them as alternates so if the project comes in under budget they would like to have some wiggle room so they can be added.

Mr. Mansfield noted that removing the spoils is \$400,000. Mr. John Caputo said the earthwork package is a combination of preliminary pricing and their in-house take off. It's their professional opinion, but a lot of the grades have not yet been defined, so it could change either way. Mr. Mansfield asked what if that number turns out to be \$250,000. Mr. Eckelberry indicated that is why they are talking about alternates and options. Mr. LaLonde noted that all of the recommendations being talked about tonight are not being taken out of the plan; they should be kept as alternates so if there is money in the budget they can be added. They would take on the additional engineering response for the two different pools. The slides would be alternates and the Board can choose to accept or not to accept them on bid day. They are trying to get as close as possible to the master plan. The lazy river would still be longer than other lazy rivers in the area. Mr. Steve Mihelich indicated the zip line was added as they wanted to get the IDPH approval for that.

Mr. Mansfield indicated the plans for the BAC renovation are on display and that is what people are expecting to get. Mr. LaLonde noted that it's very competitive out there so the prices could come in to our favor. Mr. Caputo indicated there would be no additional expense on their end to put the alternates together. The engineering would be up front to do that; it's all part of the project.

Mr. LaLonde indicated that the diamonds shown on the option lists are all items that were accepted in previous discussions. Option 1 has two slides as alternates. Option 2 omits the concession building expansion. Option 3 eliminates the zip line and family changing, reduces the splash pad by 2980sf, the lazy river is reduced to 650 feet from 715 feet, and the splash pad play feature is changed with a smaller version. They have not yet done the earthwork analysis because the changes would have less impact on the hill. Mr. Mihelich indicated there is more opportunity to keep the spoils on site. Mr. LaLonde noted that Option 3 brings the costs to \$200,000 below the \$6 million budget. It would make a lot of sense to accept those changes. Option 4 has a smaller splash pad and play feature and a 650' lazy river. Option 5 is identical to #4 with a smaller splash pad and play feature and 650' lazy river, but it eliminates the zip line and it goes back to one slide option. They would bid the slide as an alternate. He would recommend considering 2 body flume slides. This option also includes the concession building expansion and family changing room and plumbing upgrades. He suggested having the sun deck as an alternate. The waterfall is a wonderful feature and they would provide the engineering for that as an alternate. It would give a lot of bang for the buck. The upgrade of the play feature would be the last alternate. There is a lot of opportunity to maximize what the District can get for the \$6 million budget. Discussion ensued on

the various options. After some debate, Ms. Fletcher suggested making another option 3.5, changing Option 3 to leave in the zip line and keeping the changes to the concession and bathhouse buildings as alternates. Ms. Palmer moved to select Option 3.5 as the base bid with various alternates, seconded by Mr. Lewis. **Motion carried.**

Mr. LaLonde indicated he would give the Board an update on the base bid and all of the alternates. It would take them between 2-3 weeks to have the drawings go to IDPH and 3-4 weeks after that to go out to bid. It should still be on track to start in early August. It's been a very healthy process, and it's the reason the Board brought in a construction manager. They will try to accelerate the permit process, but they need the drawings that are not as detailed as the bid drawings. It should save a month in the process, however IDPH could take up to 3-9 months for their review. Mr. Lewis noted that the Board all agrees they want to have the zip line on the final plan, but if the State said no to the zip line what would happen. Mr. LaLonde noted that he and Ms. Fletcher went down to the State to have a meeting with the head guy, Justin Dewitt. It was very productive. It's new to them but they were very receptive to it.

Mr. Lewis asked about the new tower and wanted to know if there is enough room to use dirt on the way up instead of building a railing. Everyone could walk up the ramp. Mr. LaLonde noted that the rule is for a one-foot rise they need 12 feet, which needs rails and landings. They don't have a lot of choice on that. With the grade change they could take the opportunity to do that. They could work with WBK to elevate the south end of the island and minimize some of the ramp there. Mr. Lewis noted that if they are not putting all of the things on both sides of the island; use it as the ramp. The Board thanked Williams Associates for their presentation.

Building and Grounds Committee Report, Mr. Lewis Chairperson

Cargo Van Purchase

Mr. Lewis indicated that the Building and Grounds Committee had reviewed a request to purchase a 2011 Ford E350 Cargo Van from the State of Illinois Joint Purchasing for \$20,640.00, and he so moved to approve the expense, seconded by Ms. Palmer. **Motion carried.**

Recreation Committee Report, Ms. Stocks Chairperson

No report.

Revenue Facilities Committee Report, Mr. Woods Chairperson

Sunrise Park Request

Mr. Eckelberry mentioned that the Revenue Facilities Committee had recommended approval of a request to use Sunrise Park for the annual Cyclocross Race and to allow the group to sell food items, contingent upon them obtaining the proper certificates of insurance, permits from the DuPage County Health Department, and arrange for parking through School District U-46. Ms. Palmer moved to approve the request, seconded by Ms. Stocks. **Motion carried.**

State Park Shelter Request

Mr. Eckelberry indicated the Revenue Facilities Committee had recommended approval of a request to use the James 'Pate' Philip State Park shelter for a birthday party, contingent upon getting IDNR's approval of the tent usage. Ms. Palmer moved to approve the request, seconded by Ms. Stocks. **Motion carried.**

Bartlett Park Request

Mr. Eckelberry noted that the Revenue Facilities Committee had recommended approval of a park permit to use Bartlett Park for a family picnic, contingent on their obtaining the proper certificates of insurance and a Village sound permit. Ms. Stocks moved to approve the request, seconded by Ms. Palmer. **Motion carried.**

Personnel Committee Report, Ms. Cordell Chairperson**Ordinance 11-03, Identity Protection Policy**

Ms. Palmer indicated at the Committee Workshop, the Personnel Committee had discussed the Identity Protection Policy. Ordinance 11-03 approves the Identity Protection Policy, and she so moved to adopt it, seconded by Ms. Stocks. Mr. Eckelberry indicated that it was the District's attorney that suggested having the ordinance, however there was nothing in the statutes that requires an ordinance.

ROLL CALL VOTE:

AYES: Commissioners Eckelberry, Palmer, Mansfield, Lewis, and Stocks.

NAYS: None.

ABSENT: Cordell and Woods.

Motion Passed and Approved.

3.50, Identity Protection Policy

Ms. Palmer mentioned that now that the ordinance has been passed, the policy itself should be approved. Ms. Palmer moved to approve Policy No. 3.50, Identity Protection Policy, seconded by Ms. Stocks. **Motion carried.**

Community Relations and Legislative Issues Committee Report, Mr. Eckelberry Chairperson

Mr. Eckelberry reminded the Board that the Memorial Day Walk and Remembrance is coming up on May 30th.

Executive Director's Report, Ms. Fletcher**Bill List**

Ms. Fletcher asked for approval of the May 2011 Bill List. Ms. Palmer moved to approve the Bill List as presented, seconded by Mr. Lewis. **Motion carried.**

Villa Olivia

Ms. Fletcher mentioned the weather has impacted golf, but the number of events inside Villa Olivia has not slowed down. There were over 1,000 people taking part in the Mother's Day brunch, and there are over 38 events scheduled for the month. 40 events are scheduled for June. There are a lot of parties scheduled and this month the first outdoor wedding and golf outing took place. Mr. Mansfield complimented the staff and said the luncheon food was outstanding. Ms. Fletcher said she would pass that along.

Superintendent of Revenue Facilities Report, Mr. Karoliussen

Ms. Fletcher mentioned that Steven Karoliussen is at Benedictine University for a presentation that the marketing students are doing.

Superintendent of Parks and Planning Report, Mr. Carlson**Centennial and Kjar Playgrounds**

Mr. Carlson mentioned that this year two playgrounds at Kjar Park and Centennial School are scheduled to be replaced in this year's budget. Centennial playground was built in 1991 but it's one of the busiest sites. Kjar Park was built in 1996 and is the last wood structure playground in the District. He has been working with Upland Design to prepare the plans for the meeting in June.

Mr. Mansfield asked about Heron's Landing. Mr. Carlson noted that the playground is going well. They will put in the safety surface before it can be used. They still need a permit from IDPH for the splash pad, and the landscape architect is going back and forth with them on that. They will open the playground when it can be secured from the other construction, after the safety surface is in, and after the manufacturers inspect the installation. Ms. Palmer asked if the splash pad amenities have been delivered. Mr. Carlson said they do have them, but can't start building it until they have the permit.

Superintendent of Recreation Report, Ms. Dasbach**New Website Design**

Ms. Dasbach mentioned that one of the goals this year is to revise and implement a new website design. A committee has been formed representing all departments and they will be working on that over the next 12 months. If the Board has any suggestions for that process, let her know.

Superintendent of Business Services Report, Ms. Leninger**FEMA Reimbursement**

Ms. Leninger reported that a representative from FEMA was in the Administration offices to complete some paperwork on the FEMA claim for extraordinary expenses connected with the Blizzard of February 3, 2011. They will reimburse the District for 75% of the employee's overtime and the cost of operating the equipment needed during the snow removal process. The District will be reimbursed slightly less than \$5,000. Ms. Palmer asked how the District knew about doing that. Ms. Fletcher indicated that the Police Department notified her to contact FEMA.

Old Business

None.

New Business

None.

Executive Session

Ms. Stocks moved to adjourn into Executive Session under Section 2(c)(11) of the Open Meetings Act for the purpose of the discussion of pending or probable and imminent, litigation against, affecting or on behalf of the District, seconded by Ms. Palmer.

ROLL CALL VOTE:

AYES: Eckelberry, Palmer, Mansfield, Lewis, and Stocks.

NAYS: None.

ABSENT: Cordell and Woods.

ABSTAIN: None.

Motion approved at 8:29 p.m.

Reconvening of Regular Board Meeting

President Eckelberry called the meeting back to order at 9:02 p.m. and called for the roll. Present were Commissioners Eckelberry, Palmer, Mansfield, Lewis, and Stocks. Also present were Executive Director Fletcher and Recording Secretary Russell.

Adjournment

There being no further business, Ms. Stocks moved to adjourn the meeting, seconded by Mr. Lewis.

Motion carried at 9:02 p.m.

Minutes Approved by the Board on 06/28/2011.

By: _____
Rita Fletcher, Board Secretary