

**BARTLETT PARK DISTRICT
COMMITTEE WORKSHOP MEETING MINUTES
TUESDAY, AUGUST 9, 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, Theodore J. Lewis, Marianne Cordell, Kenneth N. Woods, and Susan M. Stocks. Commissioner James A. Mansfield was absent.

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

Recording Secretary Patricia Russell took the minutes.

Pledge of Allegiance

President Eckelberry led the Pledge of Allegiance.

Finance Committee, Mr. Mansfield Chairperson

Ordinance 11-08, Closure of the Leiseberg Park Fund

Mr. Eckelberry indicated that Ordinance 11-08 authorizes the closing of the Leiseberg Park Fund. Ms. Leninger indicated that there has been no activity in this fund for a number of years. In 2009 after Leiseberg Park had been renovated staff tried to contact members of the Leiseberg family but had no response. Ms. Palmer asked how much money was in the account. Ms. Leninger said there had been a little over \$2,000 and most of that was used for the Leiseberg Park renovation. There was only about \$28.00 left in the account. Mr. Woods moved to recommend acceptance of the ordinance to close the account, seconded by Ms. Cordell.

Motion carried.

Purchase Orders Over \$2,500 to \$10,000

Mr. Eckelberry noted that staff is requesting acceptance of the purchase order list over \$2,500 to \$10,000 for the period from June 1 through July 30, 2011. Mr. Lewis moved to recommend acceptance of the purchase order list as presented, seconded by Ms. Stocks. **Motion carried.**

Planning Committee, Ms. Palmer Chairperson

No business.

Building and Grounds Committee, Mr. Lewis Chairperson

Thorguard Update

Mr. Lewis indicated that staff would like to replace the Thorguard system at Apple Orchard that was installed in 1998. The new equipment would cost \$10,250 from Thorguard, Inc. Mr. Woods moved to recommend approval of the request, seconded by Mr. Eckelberry. Some discussion ensued.

Mr. Woods asked if there is a Thorguard system at Villa Olivia. Ms. Fletcher said not at this time. Ms. Stocks asked if the system is worn out. Mr. Carlson indicated that the system still works but the technology is old. If something breaks down they would not be able to get parts for it. Ms. Cordell asked if the system would be upgraded at the outdoor pool as well. Mr. Carlson noted that the systems are linked together and it would get updated at the same time. There being no further discussion, a vote was taken on the motion. **Motion carried.**

Ski Hill Lighting

Mr. Lewis mentioned that since the chairlift at Villa Olivia is being replaced, the lights attached to the towers need to be replaced as well as they are too old and inefficient to be reused. Staff is requesting to purchase ten Musco 1500W Metal Halide lights from the U.S. Communities Joint Purchasing Program at a cost of \$33,000. Mr. Woods moved to recommend approval of the expense, seconded by Ms. Stocks. Some discussion ensued.

Ms. Palmer asked if ten lights would be enough. Mr. Carlson indicated that it's the same number of lights that is currently out there but with better technology and energy efficiency, so the ski hill lighting would be improved. Mr. Lewis asked if there would be different requirements in the next few years. Mr. Carlson said he hasn't heard anything like that about halide lights. There being no further discussion, a vote was taken on the motion. **Motion carried.**

Villa Olivia Chair Lift Removal

Mr. Lewis indicated that the chair lift will be replaced and staff received two bids for the removal of the existing chair lift and all its components. The low bid was \$21,900 from Alpine Demolition. Ms. Cordell moved to recommend acceptance of the bid from Alpine Demolition, seconded by Mr. Eckelberry. Some discussion ensued.

Mr. Woods asked if there was a plan for the scrap. Mr. Carlson said he has been talking to a couple of scrap dealers about that. There being no further discussion, a vote was taken on the motion. **Motion carried.**

Riley's Run – Bartlett Parks Foundation

Mr. Lewis mentioned that the statue base at Riley's Run is in the process of being constructed. A diagram of it was included in the packets. The Parks Foundation is very lucky that most of the work for the statue base has been donated by people who have worked with Williams Architects. The statue dedication will take place in September where they will give recognition to the companies who donated their time and materials for the project.

Recreation Committee, Ms. Stocks Chairperson***Basketball Officiating***

Ms. Stocks noted that the House and Travel Youth Basketball are making a change from using an independent contractor to assign officials to hiring and scheduling officials in-house.

Bartlett Hawks Football Association

Ms. Stocks mentioned that Bartlett Hawks Football wants to use the outfield at Nature Ridge Park for their home field. They would play multiple games between 9am and 5pm. This will be on a one-year trial basis.

Revenue Facilities Committee, Mr. Woods Chairperson***LIFECENTER Equipment Purchase Order***

Mr. Woods noted that staff is requesting approval of a purchase order to Direct Fitness Solutions in the amount of \$14,971.00 for four new treadmills and one Stairmaster to replace equipment that was disposed of. Mr. Karoliussen indicated that they are currently using the equipment on a demo basis. Mr. Eckelberry moved to recommend approval of the expense, seconded by Ms. Stocks. **Motion carried.**

Special Event

Mr. Woods noted that the aquatic center will be open for their last special event of the season on August 21st.

New Oak Room Renter

Mr. Woods mentioned that staff has been working with Christ Community Church to rent the Oak Room on Sundays from 7am-Noon. The church has signed a rental agreement for one year and will start using the Oak Room and several program rooms on September 4, 2011. Ms. Cordell asked if it would affect afternoon rentals. Mr. Karoliussen indicated it shouldn't affect any programs since Sunday mornings are usually pretty empty and the church will be finished by Noon.

Villa Olivia Committee, Ms. Cordell Chairperson

No business.

Personnel Committee, Ms. Cordell Chairperson

Part-Time Wage Range Addition

Ms. Cordell noted that now that they talked about hiring officials, the board needs to add a new line to the part-time wage range to add that position. The wage range would be from \$28 to \$38 per game. Mr. Eckelberry moved to recommend approval of the change, seconded by Ms. Stocks. **Motion carried.**

Community Relations and Legislative Issues Committee, Mr. Eckelberry Chairperson

No business.

Old Business

None.

New Business

Ms. Cordell asked how the Fishing Derby went. Mr. Lewis indicated that he was at the event and thought it was well attended. There is a contest to name the Foundation's turtle mascot and several people at the Fishing Derby gave their suggestions for names. His name suggestion was "Teddie the Turtle."

Resident Comments

None.

Adjournment

There being no further business before the Board, Mr. Woods moved to adjourn the meeting, seconded by Ms. Cordell. **Motion carried at 7:47 pm.**

Minutes Approved by the Board on August 23, 2011. By: _____
Rita Fletcher, Board Secretary