

**BARTLETT PARK DISTRICT  
COMMITTEE WORKSHOP MEETING MINUTES  
TUESDAY, JULY 12, 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, James A. Mansfield, Theodore J. Lewis, Marianne Cordell, and Susan M. Stocks. Commissioners Lori A. Palmer and Kenneth N. Woods were 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, and Superintendent of Business Services Susan Leninger.

Recording Secretary Patricia Russell took the minutes.

**Pledge of Allegiance**

President Eckelberry led the Pledge of Allegiance.

**Finance Committee, Mr. Mansfield Chairperson**

No business.

**Planning Committee, Ms. Palmer Chairperson**

No business.

**Building and Grounds Committee, Mr. Lewis Chairperson**

***Centennial and Kjar Park Playground Replacement Bid Results***

Mr. Lewis indicated that the District went out to bid for the playground equipment and there were seven bidders. The lowest bid came in at \$172,409.00 and the highest bid was over \$209,000. Staff is recommending acceptance of E. Hoffman, Inc.'s base bid plus Alternates 1 and 2 for a total award of \$178,509.00. Ms. Stocks moved to recommend awarding the bid to E. Hoffman, Inc. for \$178,509.00, seconded by Mr. Eckelberry. **Motion carried.**

***Schrade Gym Batting Cage Replacement***

Mr. Lewis noted that staff obtained three quotes to replace two existing batting cages at the Schrade Gymnasium. The lowest quote was from Sport Court for \$11,288. Ms. Cordell moved to recommend acceptance of the bid from Sport Court, seconded by Ms. Stocks. **Motion carried.**

**Recreation Committee, Ms. Stocks Chairperson**

***All Star Sports Program***

Ms. Stocks noted that staff is asking for approval of a purchase order to All Star Sports not to exceed \$20,000 for payment of summer classes, camps and leagues. Mr. Lewis moved to recommend approval of the expense, seconded by Mr. Eckelberry. **Motion carried.**

***Bartlett Raiders Athletic Association Pep Rally Request***

Ms. Stocks mentioned that the Bartlett Raiders group is requesting the use of Koehler Fields for their preseason pep rally on August 13<sup>th</sup> with inflatables, a dunk tank and tents, and approximately 100 people in attendance. Liability insurance and permits will be required for certain activities. Ms. Cordell moved to recommend approval of the request, seconded by Mr. Mansfield. A vote was taken on the motion; Mr. Eckelberry abstained. **Motion carried.**

***Bartlett's Biggest Pirates and Princesses Extravaganza***

Ms. Stocks reported that the Bartlett's Biggest event is coming up on July 27<sup>th</sup> at 11am at the Jim Jensen Pavilion. There will be games, a bounce castle, and crafts.

**Revenue Facilities Committee, Mr. Woods Chairperson*****Ordinance 11-06, Declaring Surplus Property***

Mr. Eckelberry indicated that staff is requesting approval of an ordinance to declare surplus property. Ms. Cordell moved to recommend approval of the ordinance, seconded by Mr. Lewis. **Motion carried.**

***Shelter Request***

Mr. Eckelberry noted that Manuela Guerra is requesting approval to rent the shelter at the James 'Pate' Philip State Park for a baptism with about 145 guests. Ms. Cordell moved to recommend approval of the request, seconded by Ms. Stocks. **Motion carried.**

***Bartlett Park Request***

Mr. Eckelberry noted that staff has received a request for Bartlett Heritage Days to use Bartlett Park on September 9-11. Ms. Stocks moved to recommend approval of the request, seconded by Mr. Mansfield. **Motion carried.**

***State Park Shelter Request***

Mr. Eckelberry indicated that the Zylstra Harley Owners Group is requesting approval to use the James 'Pate' Philip State Park shelter on August 20<sup>th</sup> for a picnic with 100-150 people and charging \$5 to cover the cost of the event. Mr. Lewis moved to recommend approval of the request, seconded by Ms. Cordell. Some discussion ensued. Ms. Cordell asked if it would be an alcohol-free event. Mr. Karoliussen said it would be. They work with the dealership and he has been working with them on this rental. Mr. Mansfield clarified that if they did have alcohol they would have to get a permit and come before the Board for permission. There being no further business, a vote was taken on the motion. **Motion carried.**

**Personnel Committee, Ms. Cordell Chairperson*****Superintendent of Villa Olivia***

Ms. Cordell noted that the District has hired Peter Pope as the new Superintendent of Villa Olivia. He will be coming to the Board Meeting on July 26<sup>th</sup>.

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

No business.

**Old Business**

Ms. Cordell wished to thank staff for all of the work they did over the 4<sup>th</sup> of July festival. They did a great job even though there was an over abundance of people for the fireworks. She indicated it would be interesting to have an aerial shot of that. She asked why the skydivers were late. Mr. Lewis said there was some glitch between when they could get off and when O'Hare gave them their window of time. He hadn't realized how complicated it would be.

**New Business**

Mr. Mansfield indicated that the Board had a meeting with the Foundation a few months ago and with the Bartlett Bash that goes on there is some exposure there for the Foundation at the tournament. There are 50 groups and a lot of people from Bartlett attend. Ms. Fletcher indicated that the Park District is sponsoring the tournament. Mr. Mansfield asked if the District sponsors the Bartlett Hawks. Ms. Fletcher stated they get a reduced cost because they are one of our teams.

**Resident Comments**

None.

**Adjournment**

There being no further business before the Board, Mr. Lewis moved to adjourn the meeting, seconded by Ms. Stocks. **Motion carried at 7:45pm.**

Minutes Approved by the Board on 07/26/2011.

By: \_\_\_\_\_  
Rita Fletcher, Board Secretary