

**BARTLETT PARK DISTRICT
COMMITTEE WORKSHOP MEETING MINUTES
TUESDAY, DECEMBER 13, 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, Kenneth N. Woods, and Susan M. Stocks. Commissioner Lori A. Palmer 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

Resolution R-11-07, Approving the Declaration of Trust from IIIT

Mr. Mansfield indicated staff is requesting approval of Resolution R-11-07, approving the declaration of trust of the Illinois Institutional Investors Trust and authorizing the execution thereof, and authorizing certain officials to act on behalf of the Bartlett Park District. Mr. Eckelberry moved to recommend adoption of the resolution, seconded by Mr. Lewis. Some discussion ensued. Ms. Cordell asked who was the park district naming as officials. Ms. Fletcher noted the president and treasurer of the board, and three staff members. There being no further discussion, a vote was taken on the motion. **Motion carried.**

Ordinance 11-09, Annual Tax Levy

Mr. Mansfield mentioned that staff is requesting approval of Ordinance 11-09, Annual Tax Levy Ordinance for the Bartlett Park District. Ms. Cordell moved to recommend adoption of Ordinance 11-09, seconded by Mr. Eckelberry. **Motion carried.**

Ordinance 11-10, Abatement of Taxes

Mr. Mansfield mentioned that staff is requesting approval of Ordinance 11-10, abating the taxes levied for the year 2011 to pay debt service on \$3,195,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2008C. Mr. Lewis moved to recommend adoption of Ordinance 11-10, seconded by Ms. Cordell. Some discussion ensued. Ms. Stocks asked what it means to abate the taxes. Ms. Leninger noted that by abating the taxes the bonds would be paid out of the Corporate Fund instead of the Bond and Interest Fund. There being no further discussion, a vote was taken on the motion. **Motion carried.**

Planning Committee, Ms. Palmer Chairperson

Villa Olivia & Bartlett Aquatic Center Project Updates

Mr. Eckelberry indicated that the Bartlett Park District appeared before the Village Board on December 6th and they voted to move the Villa Olivia project along to the Plan Commission and Zoning Board.

Mr. Eckelberry indicated that excavation equipment is finally out at the Bartlett Aquatic Center and they are moving dirt.

Building and Grounds Committee, Mr. Lewis Chairperson

Bartlett Police DARE Fishing Derby

Mr. Lewis mentioned that the Bartlett Police Department is requesting approval to use Beaver Pond for their annual catch and release DARE Family Fishing Derby on May 19, 2012. Ms. Cordell moved to recommend approval of the request, seconded by Mr. Woods. Some discussion ensued. Mr. Eckelberry asked if the Beaver Pond project would be completed by then. Mr. Carlson thought it should be. There being no further comments, a vote was taken on the motion. **Motion carried.**

Beaver Pond Project Update

Mr. Carlson reported that the improvements to Beaver Pond are progressing. The dock and shelter should be completed this year; however they won't be able to get the final course of asphalt on the path this year because the asphalt plants are closed. The silt fence is still up. There are some low spots on the path that should be corrected when they get the final 1.5" course of asphalt laid and the grading touched up. Mr. Woods asked if there was any concern about the grant. Ms. Fletcher noted that she had requested a six-month extension to the grant, which has been approved by the state.

Recreation Committee, Ms. Stocks Chairperson

Inaugural Holiday Cross Town Classic

Ms. Stocks mentioned that staff is hosting an Inaugural Holiday Cross Town Classic Basketball Event between the Bartlett Hawks and South Elgin Storm for 4th through 8th grades. The \$1 gate admission fee will go to support the Bartlett Parks Foundation.

Holiday Break Activities

Ms. Stocks mentioned staff is offering two holiday break camps during the U-46 Holiday Break, with extended care available.

Revenue Facilities Committee, Mr. Woods Chairperson

2012 Annual Fine Arts Fair Request

Mr. Woods indicated that Arts in Bartlett is requesting the use of Bartlett Park, Gazebo, and Log Cabin for their Fine Arts Fair on June 29-July 1, 2012, contingent upon receiving the proper insurance, permits, sponsorship, electricity, etc. Mr. Eckelberry moved to recommend approval of their request, seconded by Ms. Cordell. **Motion carried.**

Random Draw Receipts Emailed

Mr. Woods mentioned that receipts from the random draw were emailed to residents rather than mailing them, which saved staff time and postage costs. Staff is contacting a random sample of the participants to get their feedback to see if the system needs to be refined. Mr. Eckelberry asked how it went from a time standpoint. Mr. Karoliussen indicated that since staff didn't have to print them out it saved time and postage. Mary Ann Winters was happy with it, but some people said they hadn't received their confirmations so staff is checking on that. Mr. Eckelberry indicated that they should notify people they will be receiving their confirmations by email so they know to look for them. Mr. Karoliussen indicated they have been doing a campaign about that to let people know.

New Special Event

Mr. Woods mentioned that a new special event, a Winter Classics Bags Tournament, will be held on January 20, 2012 in the Oak Room.

Villa Olivia Committee, Ms. Cordell Chairperson

Ms. Cordell asked how many people attended the Thanksgiving Day brunch. Mr. Pope noted they had 482 people for Thanksgiving brunch, which was right on par with last year. It was a good response.

Ms. Cordell indicated that the snow Villa Olivia manufactured is obviously going away this week. Mr. Eckelberry asked if there would be an issue of opening on December 15th. Mr. Pope indicated that staff has been looking and it and has established some new targets based on the projected weather forecasts. It looks like they will be able to make snow Thursday, Friday, and Saturday. Last Sunday morning they had a great base coverage when they did the chair evacuation drill. They use a couple of different weather channels and actual hourly temperature and humidity factors to determine when to make snow.

Personnel Committee, Ms. Cordell Chairperson

No business.

Community Relations and Legislative Issues Committee, Mr. Eckelberry Chairperson

No business.

Old Business

None.

New Business

Ms. Stocks noted that Arts in Bartlett has been hosting adult plays at the Bartlett Nature Center in the evening and she has heard there have been some problems with people not being able to find the park at night. She asked if some reflective signage could be placed out there that shows from headlights. After some discussion, Ms. Fletcher indicated she would get in touch with the IDNR about that.

Resident Comments

None.

Executive Session

Mr. Woods moved to adjourn into Executive Session under Section 2(c)(21) of the Open Meetings Act for the purpose of discussion of minutes of prior meetings lawfully closed under the Open Meetings Act, for the purpose of review, approval or release of such minutes and section 2(c)(1) for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District including hearing testimony on a complaint lodged against an employee to determine its validity, seconded by Ms. Cordell.

ROLL CALL VOTE:

AYES: Eckelberry, Mansfield, Lewis, Cordell, Woods, and Stocks.

NAYS: None.

ABSENT: Palmer.

ABSTAIN: None.

Motion approved at 7:53pm.**Reconvening of Regular Board Meeting**

President Eckelberry called the meeting back to order at 8:16pm and called for the roll. Present were Commissioners Eckelberry, Mansfield, Lewis, Cordell, Woods, and Stocks. Commissioner Palmer was absent. Also present were Executive Director Fletcher and Recording Secretary Russell.

Releasing Specific Minutes of Closed Sessions

Mr. Lewis moved to release the eight closed session minutes that were discussed in executive session, those of 10/10/89, 10/24/89, 11/14/89, 11/28/89, 12/12/89, 12/19/89, 04/11/94, and 05/03/94, seconded by Ms. Stocks. **Motion carried.**

Adjournment

There being no further business before the Board, Mr. Mansfield moved to adjourn the meeting, seconded by Mr. Lewis. **Motion carried at 8:16pm.**

Minutes Approved by the Board on 12/20/2011.

By: _____
Rita Fletcher, Board Secretary