

**BARTLETT PARK DISTRICT  
COMMITTEE WORKSHOP MEETING MINUTES  
TUESDAY, JULY 10, 2018**

**Call to Order**

President Stocks called the meeting to order at 7:30pm.

**Roll Call**

President Stocks called for the roll. Commissioners answering present were: Susan M. Stocks, Nicholas A. Mostardo, Theodore J. Lewis, Lori A. Palmer, James A. Mansfield and Diana Gunsteen. Commissioner Stephen M. Eckelberry was absent.

Staff members present were Executive Director Rita Fletcher, Superintendent of Recreation Kimberly Dasbach, Superintendent of Villa Olivia Peter Pope, Superintendent of Parks and Planning Kelly O'Brien, Superintendent of Business Services Kevin Romejko and Superintendent of Special Facilities Lynsey Heathcote.

Guests: Dave Phillips and Anthony Miceli of Speer Financial

Recording Secretary Kim Monforti took the minutes.

**Pledge of Allegiance**

President Stocks led the Pledge of Allegiance.

**Finance Committee, Mr. Mostardo Chairperson**

**Restructuring of Series 2006A Bonds**

Mr. Mostardo announced that Mr. Micelli of Speer Financial will discuss the restructuring of Series 2006A Bonds.

Mr. Miceli from Speer Financial stated that our 2006a bonds are limited tax general obligation bonds, which means they are retired by the debt service extension base. Beginning in 2019 and through 2026 the 2006A Bond is increasing to \$425,000 - \$540,000 annual debt service after the call date when they can be refunded or restructured. Were left with an opportunity to refund those 2006A bonds and issue new bonds which are new in the debt service base. To do that we would need to issue those bonds with a 12 year extension, it allows you to stay within these DSEB and frees up operating funds that come from the Corporate or Recreation Fund. The estimated restructuring saving from bond years 2017 – 2026 is approximately \$2.2 million. Which represent the savings that would have otherwise come out of operating expenses.

Ms. Stocks asked if we can revisit this at a later period Mr. Miceli responded that yes but this gives you an opportunity to take those otherwise allocated funds and use those for other capital projects or another bond issuance. There is no time limit on that.

Mr. Mostardo asked if there would be an impact on our bond rating from refunding, Mr. Miceli has said it would not because were extending debt service although pay down is

something they look at however the amount of debt the district and were not issuing anymore.

Mr. Miceli went over an analysis of the debt service rate that would replace these new bonds. The Debt Service Extension Base (DSEB) of the Park District at the time of issue was \$192,673.58, which after 2009 has grown by the consumer price index (CPI). This finds the 2017 DSEB now \$221,530.08 having added \$28,856.50 of CPI growth. Mr. Miceli states that it would be a 20 year bond under 4%. These bonds are callable in 10 yrs or they can be refunded for savings or restructuring. Which is similar to how they are structured now.

Mr. Mostardo stated after review and consultation, staff is recommending restructuring of the Series 2006A Bonds within the DSEB. This would result in a twelve year extension of the debt service; however, the estimated restructuring savings from bond years 2018 – 2026 would be approximately \$2.2 million. Restructuring within the DSEB is attractive in a potential tax capped or tax freeze environment. Mr. Lewis made a motion to approve, seconded by Mr. Mostardo. **Motion carried.**

### **Computer PC Replacement Purchase**

Mr. Mostardo stated that as part of the Park District's multi-year computer PC replacement plan the FY2018-19 Capital Project Budget includes \$20,000 for computer PC replacements. Staff obtained comparative quotations from three vendors for the purchase of fifteen computer PC's. Finance Committee. Quotes were received from Dell, Inc. in the amount of \$16,519.63, Insight in the amount of \$18,434.40, and from Zones, Inc. in the amount of \$18,839.40. Staff is requesting the approval of purchasing fifteen computer PC replacements from Dell, Inc. at a cost of \$16,519.63. Mr. Mostardo made a motion to approve, seconded by Mr. Lewis. **Motion carried.**

### **Ordinance 18-04, Surplus Property Ordinance**

Mr. Mostardo stated attached with the board report is Ordinance 18-04, Surplus Property. Bartlett Park District periodically disposes of property it deems to be of no use to the District. Property will be disposed of in the most appropriate manner benefiting the Park District. Staff is requesting Finance Committee approval of Ordinance 18-04 Surplus Property. Mr. Mostardo made a motion to approve, seconded by Ms. Gunsteen. **Motion carried.**

### **Planning Committee, Mr. Eckelberry Chairperson** **Landscaping Plans**

Ms. Stocks reported that as part of the Master Planning process we have been looking at our parks and what needs to be done to improve different areas. Staff has hired Upland Design to work with to create a plan for the landscaping in front of the Bartlett Community Center. The retaining walls surrounding the trees in the front are in bad shape and instead of just replacing the wall staff wants to have Upland Design help us create a new look for the landscaping in front of the building as it's been the same for 18 years. Staff is also having Upland Design create a plan for around the gazebo at Bartlett Park as the plants and bushes in that area are not looking great and the brick pavers are not level in many areas and in need of replacing. Staff will bring concept plans for both locations to the Board in the fall for input. Ms. Gunsteen asked if this was going to

be coordinated with the all-inclusive playground, to which Ms. Fletcher responded yes that's why she wants to get started on this landscaping. Ms. Palmer asked what is going to happen to the bricks pavers that people paid for. Ms. Fletcher stated the Park District and Village are working together on where the pavers will be located.

### **Building and Grounds Committee, Ms. Palmer Chairperson**

#### **Apple Orchard Golf Course – Update**

Ms. Palmer stated that as part of the Schrade gym renovation project, drainage work was completed surrounding the building and onto the golf course which closed the back tee box on hole #3. Since installing a new storm pipe between the two tee boxes, approximately 5,200 square feet of turf was disturbed. Staff completed the turf restoration by re-grading the area and putting down over 300 rolls of sod, (6 pallets). With proper watering techniques and allowing time for the turf to establish, staff was able to open the back tee box on June 27, 2018.

### **Recreation Committee, Ms. Gunsteen Chairperson**

#### **Broadway Brought to Bartlett Music Camp**

Ms. Gunsteen announced that for another summer Broadway Brought to Bartlett Music Camp is back! The camp will take place Monday through Friday, July 23-27 from 8:30am – 12:30pm. Camper's ages 7-16 years old will learn about the process of putting together a Broadway musical. Campers will work together in small and large groups to prepare songs and dances to perform on an actual stage at the end of camp. They will also work in teams to write short skits that they will act out at this performance. No previous acting experience required.

### **Special Facilities Committee, Mr. Mansfield Chairperson**

#### **New Aquatics Manager**

Mr. Mansfield announced that staff is pleased to announce that we have hired a new Aquatics Manager and her name is Alison Mielitz. Alison joins us from Lifetime Fitness in Algonquin where she was the Aquatics Manager. She ran an indoor and outdoor pool, swim lesson programs, special events, swim team and much more. We are excited for Alison to join the Special Facilities Department and her first day was on Monday, July 9<sup>th</sup>.

### **Villa Olivia Committee, Mr. Lewis Chairperson**

#### **New Food & Beverage Manager**

Mr. Lewis stated that the staff is very pleased to announce we have hired a new Food & Beverage Manager, Scott Hardy. Scott comes to us with over 20 years of experience in the industry. He has worked in a variety of settings, such as the Whole Foods Market, Buffalo Wild Wings, Famous Dave's, country clubs, and as an Account Manager for Acosta Foods. Scott holds a Bachelors of Science degree from the University of Massachusetts at Amherst. His strengths include a team approach, significant employee training and development programs, and leadership and communication skills.

### **Personnel Committee, Mr. Lewis Chairperson**

**No report**

**Community Relations and Legislative Issues Committee, Ms. Stocks Chairperson**

Ms. Stocks thanked the Park District for all their help Global Arts Fest.

**Old Business**

None

**New Business**

None


**Resident Comments**

None

**Adjournment**

There being no further business, President Stocks moved to adjourn the meeting, seconded by Commissioner Mr. Mostardo. **Motion carried at 7:52 pm.**

Minutes Approved by the Board on June 26, 2018.

By:   
Rita Fletcher, Board Secretary