

**BARTLETT PARK DISTRICT  
BOARD MEETING MINUTES  
TUESDAY, APRIL 26, 2016**

**Call to Order**

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

**Roll Call**

President Lewis called for the roll. Commissioners answering present were: Theodore J. Lewis, Stephen M. Eckelberry, Lori A. Palmer, Kenneth N. Woods, Susan M. Stocks, and Nicholas A. Mostardo.

Commissioner James A. Mansfield arrived at 7:32pm.

Staff members present were Executive Director Rita Fletcher, Superintendent of Special Facilities Steven Karoliussen, Superintendent of Recreation Kimberly Dasbach, Superintendent of Business Services Susan Leninger, Superintendent of Villa Olivia Peter Pope, and Superintendent of Parks and Planning Kelly O'Brien.

Recording Secretary Stephanie Baxter took the minutes.

**Pledge of Allegiance**

President Lewis led the Pledge of Allegiance.

**Approval of Minutes**

Ms. Stocks moved to approve the minutes of the March 22 Regular Board Meeting and the April 12 Committee Workshop Meeting, seconded by Mr. Eckelberry. **Motion carried.**

President Lewis presented Mr. Eckelberry with a certificate from the Illinois House of Representatives in honor of his 20 years of Board service.

**Resident Comments**

Mr. Joe Hyland from The Examiner asked the Board if anyone from the park district was planning to attend the Taxing District meeting. Ms. Fletcher reported that no one could attend because their meeting was being held at the same time as this evening's Board Meeting.

**Monthly Treasurer's Report**

Mr. Woods moved to approve the Monthly Treasurer's Report for March 2016, seconded by Mr. Eckelberry. **Motion carried.**

**Finance Committee Report, Mr. Woods Chairperson**

**Tentative Budget and Appropriation Ordinance 16-01**

Mr. Woods indicated the Finance Committee recommended approval of Tentative Budget and Appropriation Ordinance 16-01. Mr. Woods moved to approve the ordinance as presented, Mr. Eckelberry seconded.

**ROLL CALL VOTE:**

AYES: Lewis, Eckelberry, Palmer, Woods, Stocks, Mansfield and Mostardo

NAYS: None.

ABSENT: None.

ABSTAIN: None.

**Passed and Approved this 26<sup>th</sup> day of April 2016.**

***Resolution 16-01 Authorizing the Deposit of Park District Funds in Certain Depositories***

Mr. Woods indicated the Finance Committee recommended approval of Resolution 16-01 Authorizing the Deposit of Park District Funds in Certain Depositories. Mr. Woods moved to approve the ordinance as presented, seconded by Ms. Palmer.

## ROLL CALL VOTE:

AYES: Lewis, Eckelberry, Palmer, Woods, Stocks, Mansfield and Mostardo

NAYS: None.

ABSENT: None.

ABSTAIN: None.

**Passed and Approved this 26<sup>th</sup> day of April 2016.**

***Resolution 16-02 Appropriated Transfer of Funds***

Mr. Woods indicated the Finance Committee recommended approval of Resolution 16-02 Appropriated Transfer of Funds. Mr. Woods moved to approve the ordinance as presented, Ms. Stocks seconded.

## ROLL CALL VOTE:

AYES: Lewis, Eckelberry, Palmer, Woods, Stocks, Mansfield and Mostardo

NAYS: None.

ABSENT: None.

ABSTAIN: None.

**Passed and Approved this 26<sup>th</sup> day of April 2016.**

**Planning Committee Report, Ms. Stocks Chairperson*****Policy 6.25 – Goals and Objectives***

This policy explains the process for determining agency and departmental goals and objectives. Staff is not recommending any changes.

***Policy 6.26 – Naming of Parks, Recreational Areas and Facilities***

This policy outlines the process for the naming of parks or facilities in the park district. Staff is not recommending any changes.

**Building and Grounds Committee Report, Mr. Mansfield Chairperson**

No business.

**Recreation Committee Report, Mr. Mostardo Chairperson**

No business.

**Special Facilities Committee Report, Mr. Eckelberry Chairperson*****Cyclocross Approval Request***

Mr. Eckelberry reported that Athletes by Design Cycling Club was requesting to use Sunrise Park for their annual Cyclocross Bicycle Race on Saturday, October 22 and Sunday, October 23, 2016. Mr. Eckelberry moved to approve the request, seconded by Mr. Mansfield. **Motion carried.**

**Villa Olivia Committee Report, Ms. Palmer Chairperson*****Ordinance 16-02 Declaring Surplus Property***

Ms. Palmer noted the Villa Olivia Committee recommended approval of Ordinance 16-02 declaring certain park district personal property as surplus and authorizing the sale or conveyance of these items. Ms. Palmer moved to approve the ordinance, seconded by Ms. Stocks.

Mr. Mansfield asked what the park district would do with such items, and Ms. Fletcher reported that some things would be taken to auction, some would be sold with sealed bids, and other equipment would be distributed to different departments.

**ROLL CALL VOTE:**

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

NAYS: Woods.

ABSENT: None.

ABSTAIN: None.

**Passed and Approved this 26<sup>th</sup> day of April 2016.**

**Personnel Committee Report, Ms. Palmer Chairperson****Policy 6.35 – Use of Consultants**

This policy highlights the park district need for consultants for help on special projects. Staff is not recommending any changes.

**Community Relations and Legislative Issues Committee Report, Mr. Lewis Chairperson**

No business.

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

Ms. Fletcher asked for approval of the April 2016 Bill List. Mr. Eckelberry moved to approve the Bill List as presented, seconded by Mr. Woods. **Motion carried.**

**New Superintendent of Business Services**

Ms. Fletcher announced that a new Superintendent of Business Services has been hired to replace Ms. Susan Leninger. Mr. Kevin Romejko will begin at Bartlett Park District May 9, 2016, which will give him one week to work with Ms. Leninger. Mr. Romejko has worked in the park district field for many years and he resides in Bartlett.

**Superintendent of Special Facilities Report, Mr. Karoliussen****Health Club Membership Change**

Mr. Karoliussen noted that as of May 1<sup>st</sup>, the LIFECENTER Health & Fitness Club will roll out its revamped membership package. The club will be combining the Gold Level and the Platinum Level packages, and will now be referred to as the “Gold” Level membership. This change is being implemented at the current Gold Level prices which results in all Gold Level members receiving the added swimming and pool options at no additional cost. Platinum Level members will see a decrease to their membership pricing. Mr. Mostardo inquired about those members who have already paid for a year of platinum membership. Mr. Karoliussen assured him that those memberships would continue through their expiration date and then be switched to the Gold level membership at the decreased price.

**Superintendent of Recreation Report, Ms. Dasbach****Car Boot Sale Event**

Ms. Dasbach discussed a Car Boot Sale event that will be held Saturday, May 28 from 9am – 2pm at the Jim Jensen Pavilion/Parking Lot. There is a small registration fee for vendors, but will be free for shoppers to attend. Ms. Dasbach noted that the sale was scheduled for that date because there are no athletic games planned that day. Ms. Dasbach will notify the local Police department of the event so they are aware.

**Superintendent of Business Services Report, Ms. Leninger****Public Hearing on the Budget**

Ms. Leninger announced that prior to the Annual Meeting on May 10, 2016 there will be a public hearing on Ordinance 16-01, the Final Budget and Appropriation Ordinance. The notice of the public meeting will be published in the newspaper on April 27, 2016.

**Superintendent of Villa Olivia Report, Mr. Pope****2015-16 Ski Season Recap**

Mr. Pope highlighted the past ski season's revenue with comparisons to the two previous seasons. Mr. Pope noted that specifically some of the weather statistics were the worst we have seen in 65 years, with a

deficiency of 12 inches of snow accumulation. With the loss of participation during the holiday season and additional closures throughout the winter, Villa Olivia fell short of their budgeted revenue. The department was able, however, to manage and reduce expenses in relation to revenue. This year Villa Olivia finished the season with a bottom line profit of \$25,000. Mr. Pope said they will continue with the reduction in staff on Mondays and Tuesdays for the 2016-17 season, and he and his staff are currently in the process of working on marketing plans for next year. Mr. Mostardo asked Mr. Pope to clarify that even though we did finish the ski season in the black by a little bit, and assuming that banquet revenue projections continue with a profit, we will still show an overall loss for Villa Olivia this year. Mr. Pope confirmed that yes Villa Olivia will show an overall loss. He then explained the four different funds involved: golf, ski, banquet and administrative. Mr. Pope replied that it is really an administrative fund that covers all of the overhead, utilities, licensing, contracts for pest control, etc. Ms. Fletcher confirmed that if ski and golf covered what we got, that would take care of the administrative expenses. Mr. Mostardo asked if the administrative expenses were budgeted, and Mr. Pope replied that they were and that those administrative expenses were slightly under for the year.

#### **Superintendent of Parks and Planning Report, Ms. O'Brien**

Ms. O'Brien highlighted some of the work her department has been busy with in preparation for the spring season. The landscape beds have been cleaned up; tree branches and debris have been removed; the drinking fountains have been turned on; the irrigation systems have been turned on; and routine maintenance has started with mowing greens, tea boxes and fairways. Mr. Mostardo asked when the pool would be filled. Ms. O'Brien noted that should be done in the next couple of weeks.

#### **Old Business**

None.

#### **New Business**

None.

#### **Closed Session**

Mr. Eckelberry moved to adjourn into Closed Session under Section 2(c)(1) of the Open Meetings Act for the purpose of the discussion of the appointment, employment compensation, discipline, performance, or dismissal of specific employees of the District, seconded by Mr. Mostardo.

#### **ROLL CALL VOTE:**

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

NAYS: None.

ABSENT: None.

ABSTAIN: None.

**Motion approved at 7:58pm.**

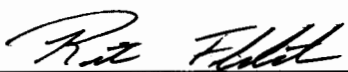
#### **Reconvening of Regular Board Meeting**

President Lewis called the meeting back to order at 8:08pm and called for the roll. Present were Theodore J. Lewis, Stephen M. Eckelberry, Lori A. Palmer, Kenneth N. Woods, Susan M. Stocks, James A. Mansfield, and Nicholas A. Mostardo.

#### **Adjournment**

There being no further business, Commissioner Eckelberry moved to adjourn the meeting, seconded by President Lewis. **Motion carried at 8:08pm.**

Minutes Approved by the Board on May 24, 2016.

By:   
Rita Fletcher, Board Secretary