

BARTLETT PARK DISTRICT COMMITTEE WORKSHOP MEETING MINUTES TUESDAY, OCTOBER 11, 2022

Call to Order

President Palmer called the meeting to order at 7:30 PM.

Roll Call

President Palmer called for roll. Commissioners answering present were: Lori Palmer, Diana Gunsteen, Theodore J. Lewis, Stephen Eckelberry, Susan Stocks, and Dale Ann Kasuba. Commissioner Jody Fagan was absent.

Staff members present were: Executive Director, Rita Fletcher; Superintendent of Recreation, Kimberly Dasbach; Superintendent of Business Services, Eric Leninger; Superintendent of Special Facilities, Katie Mix and Executive Assistant, Maureen Regan.

Pledge of Allegiance

President Palmer led the Pledge of Allegiance.

Public Comments

None

Finance Committee, Mr. Lewis Chairperson

FY2021-22 Annual Comprehensive Financial Report

Mr. Lewis introduced Mr. Ed Tracy of Seldon Fox to discuss this year's Annual Comprehensive Financial Report. Mr. Tracy reported that there were no material weaknesses in our system and minimal adjustments and reclassifications were made. The district has added an additional \$2 million to capital assets and paid down \$1.3 million in debt. Revenues came in over budget and expenses were 10% under budget. Mr. Tracy also briefly mentioned there will be new standards that go into effect next year and will be working with staff to ensure they are implemented. Mr. Lewis asked about reserve funds that the district has. Mr. Tracy responded that the recreation fund has about 35% reserves and the capital projects account now has \$1.3 million in reserves, the only account that doesn't have reserves is the Villa Olivia account. Mr. Lewis asked for any further questions, then requested a motion to accept the audit as presented. Mr. Eckelberry made a motion to accept, seconded by Ms. Gunsteen. **Motion carried.**

Planning Committee, Ms. Gunsteen, Chairperson

No Report

Building and Grounds Committee, Ms. Stocks Chairperson

Marianne Cordell Park – Creek Restoration Project – Phase 2

Ms. Stocks reminded the Board of the creek restoration project that was approved in November of last year. The project is now moving into phase 2 which will include regrading the side slopes and restoring the bank with native vegetation to help with erosion. Once the area is restored, the Park District will assist the Village with long term maintenance that will be needed.

Recreation Committee, Ms. Fagan, Chairperson

Lumber Jack & Jill Fest

Ms. Palmer informed the Board there will be an event coming up, the Lumber Jack & Jill Event, and a flyer was included with additional information on the activities at the event. Ms. Palmer also noted the Preschool Butter bread fundraiser that is going on.

Special Facilities Committee, Ms. Kasuba, Chairperson
LIFECENTER Equipment

Ms. Kasuba shared the previously purchase recumbent bikes for LIFECENTER arrived on September 23rd. The bikes are Bluetooth capable and allow users to stream their personal Netflix & Hulu accounts. Users can create an account and customized workouts. There is also a membership special coming up at the end of October which will offer 10% off a paid in full pro or elite annual membership.

Villa Olivia Committee, Mr. Eckelberry Chairperson
Toro Groundmaster 1200

Mr. Eckelberry reported that Villa Olivia has allocated funds to purchase a new rough mower this year. Staff was looking at a new mower but the price unfortunately went up by \$15,000. Staff tested another style, that is a pull behind mower, and feel it has done a great job cutting the rough on the golf course. Staff is requesting approval to purchase a Groundmaster 1200 through Reinders for \$31,547.82. Ms. Gunsteen made a motion to approve, seconded by Mr. Lewis.
Motion carried.

Personnel Committee, Mr. Eckelberry Chairperson
Minimum Wage Across the USA

Mr. Eckelberry summarized the increase in minimum wage that has been happening over the past several years. The minimum wage will increase again this coming January, to \$12.00 per hour, and will continue until 2025 when it reaches \$15.00 per hour.

Community Relations and Legislative Issues Committee, Ms. Palmer, Chairperson
IPRA/IAPD Parks & Recreation Accreditation Review

Ms. Palmer reminded the Board that staff has spent the past year getting everything updated and organized for the review team from the Joint Accreditation committee. The team will be here on Wednesday, October 19th and will be reviewing our policies and procedures and touring our facilities. At the end of the day we will get our preliminary score and will appear before the full review committee on November 22nd for the final score and recommendation.

Old Business

None

New Business

None

Adjournment

There being no further business before the Board, Ms. Palmer moved to adjourn the meeting. Mr. Eckelberry made a motion, and Mr. Lewis seconded. **Motion Passed at 7:50 PM.**

Minutes Approved by the Board on October 25th, 2022.

By: Rita Fletcher

Rita Fletcher, Board Secretary