

BARTLETT PARK DISTRICT COMMITTEE WORKSHOP MEETING MINUTES TUESDAY, JANUARY 10, 2023

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, Dale Ann Kasuba, and Jody Fagan.

Staff members present were: Executive Director, Rita Fletcher; Superintendent of Recreation, Kimberly Dasbach; Superintendent of Parks & Planning, Kelly O'Brien; Superintendent of Business Services, Eric Leninger; Superintendent of Special Facilities, Katie Mix; Superintendent of Villa Olivia, Bobby Pierobon and Executive Assistant, Maureen Regan.

Pledge of Allegiance

President Palmer led the Pledge of Allegiance.

Public Comments

Nick McLeod with Ignite the Courage, attended the meeting because of the event requests the Special Facilities Committee would be presenting. President Palmer suggested the Special Facilities Committee report be moved up in the agenda and presented first. Mr. McLeod thanked the board and Park District for all of the support Ignite the Courage has received.

Special Facilities Committee, Ms. Kasuba, Chairperson

Ordinance 23-01 Smoke and Irons Music Festival

Ms. Kasuba presented Ordinance 23-01 Smoke and Irons Music Festival, noting that the event was previously Bartlett Summerfest. Ignite the Courage is requesting to use Apple Orchard Community Park from August 10th to August 13th for an event that will include live music, beer, food trucks, a pancake breakfast and craft show. Mr. Eckelberry made a motion to approve, seconded by Mr. Lewis. **Motion carried.**

Ordinance 23-02 North Avenue Car Show

Ms. Kasuba continued with Ordinance 23-02 North Avenue Car Show. Ignite the Courage is also requesting to use Bartlett Park for their annual North Avenue Car Show which will take place on June 17th. The event will include Live music, Beer tent & Bloody Mary bar, food trucks, pancake breakfast, and craft show. In 2022 this event drew over 140 cars and they are expecting around 540 spectators this year. Mr. Eckelberry motioned to approve, seconded by Mr. Lewis. **Motion carried.**

Ordinance 23-03 Arts in Bartlett – Global Arts Fair

Ms. Kasuba summarized the request from Arts in Bartlett to use Apple Orchard Community Park for the Global Arts Fair from June 9th to June 12th. This event celebrates diversity within the community by providing inclusive multicultural music, art, crafts, dance and food. Arts in Bartlett is planning to sell beer and wine at this event and is expecting about 600 people. Mr. Eckelberry motioned to approve, seconded by Mr. Lewis. **Motion carried.**

Arts in Bartlett Pet Adoption Event

Ms. Kasuba shared another request from Arts in Bartlett for their annual Pet Adoption Event at Bartlett Park. The request is to use Bartlett Park from September 8th to September 9th for an event that includes pet vendors selling merchandise, not-for-profit shelters with pets in mobile fenced areas and crates, raffle, agility and other pet-related demos and contests. Ms. Stocks motioned to approve the request, seconded by Mr. Lewis. **Motion carried.**

Village Church of Bartlett Annual Easter Egg Hunt

Ms. Kasuba concluded with a request from Village Church of Bartlett to use Bartlett Park for their annual Easter Egg Hunt. The event will take place on April 8th and they are expecting about 1600 people. Ms. Palmer asked if this event really attracts 1600 people and Ms. Fletcher responded that people typically stop by throughout the day and participate in several activities offered. Mr. Eckelberry motioned to approve, seconded by Ms. Gunsteen. **Motion carried.**

Finance Committee, Mr. Lewis Chairperson**District Bond Rating**

Mr. Lewis explained that every 3 to 5 years the District is issued a bond rating, which rates the financial health of an institution that issues debt. The district has received the bond rating of AA/Stable for 2022, which has been the unchanging rating for the district since 2008. This is the third highest rating available on the ten-tier rating system. The rating noted positive factors relating to the District's financial status including strong growing economy with a stable tax base, consistent operational performance coinciding with budgets, and strong reserves as a percentage of expenditures.

Planning Committee, Ms. Gunsteen, Chairperson**Facilities Update**

Ms. Gunsteen announced that Schrade gym floor was completed and the gym was now open again. All commissioners shared in excitement for the completion of this project. Ms. Kasuba added thanks to Ms. Fletcher for handling this project and that the floor looked great. Ms. Fletcher shared she is also happy with how the floor turned out.

Ms. Gunsteen asked Ms. Fletcher to speak on the facility update for Villa Olivia. Ms. Fletcher explained to the Board that at the end of the year a sprinkler head at Villa Olivia broke and sprayed water from the fire suppression system. The area affected was a small storage room that was at one point used as an outdoor snack shop for the patio area. The space is now used as storage for patio furniture and has not been used for its intended purpose or updated since before the District purchased the property. The water from the fire suppression system was significant and caused damage to the space, which is also showing signs of wear and tear from years of not being used. Ms. Fletcher explained that this room is an addition that was added to the building before the district owned it and within the room there is water access and an electrical panel. A decision needs to be made as how to move forward with the space and Ms. Fletcher explained it needs to either be torn down or fixed up. Ms. Fletcher reached out to an electrician to investigate the electrical panel located in the storage area to see where it supplies power, if it can be removed, and what the cost would be. The commissioners asked if this space is needed for storage and Ms. Fletcher responded that the items currently stored in this area could be stored elsewhere. Mr. Lewis asked if there were plans to update this area in the future and Ms. Fletcher confirmed that the district has put together plans to update the area in the future. Mr. Lewis suggested waiting to address this space until the district plans to address the rest of the patio area. Several commissioners agreed that this addition would not be used for its intended purpose in the future and should be torn down. Ms. Gunsteen added that there is still a cost to tear down the structure as opposed to fixing it up. Ms. Fletcher agreed to research the cost of tearing down the structure and bring additional information to the Board.

Building and Grounds Committee, Ms. Stocks Chairperson**Log Cabin – ADA Ramp**

Ms. Stocks shared the new ADA ramp that was installed at the Log Cabin. Staff hired a company to remove and replace the concrete and the new railing was installed in house. A new railing was also installed at the front entrance of the log cabin and staff ensured both were completed before the Merry and Bright Event. Ms. Kasuba stated they look great.

Recreation Committee, Ms. Fagan, Chairperson**Adult Leagues**

Ms. Fagan informed the Board of two adult leagues that are becoming popular at the Park District. Men's basketball league typically sees 6 to 8 teams in the league, and this winter season there are 11 teams. The Doubles Adult Pickleball league started in summer of 2021 with 4 teams and the winter league now has 18 teams enrolled.

Villa Olivia Committee, Mr. Eckelberry Chairperson**Winter Sports Update**

Mr. Eckelberry explained that winter sports at Villa Olivia were not able to open until December 25th for tubing and December 26th for Skiing, but due to warmer weather had to close the ski hills on December 30th. During the start time both tubing and skiing were open, we had 4,316 tubers and 1499 skiers. Mr. Eckelberry shared good news that the tubing hill was able to reopen and staff hopes to make more snow and open the ski hills this weekend. Ms. Stocks asked how patrons know if tubing is open or not and Ms. Fletcher responded that if anyone has reservations for tubing and we are closed staff will reach out to them.

Personnel Committee, Mr. Eckelberry Chairperson**Wage Comparison**

Mr. Eckelberry presented the wage comparison for 2022. Commissioners were able to see the total wages paid for 2022 compared to the past three years.

Community Relations and Legislative Issues Committee, Ms. Palmer, Chairperson**No Report****Old Business**

Mr. Lewis inquired about the agreement with the Village of Bartlett to transfer Bartlett Park to the Park District. Ms. Fletcher informed the Board the agreement was scheduled to go to the Village Board next week and once approved, the District will vote on it.

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 Ms. Stocks seconded. **Motion Passed at 8:00 PM.**

Minutes Approved by the Board on January 24, 2023.

By: Rita Fletcher

Rita Fletcher, Board Secretary