

BARTLETT PARK DISTRICT BOARD MEETING MINUTES TUESDAY, DECEMBER 20, 2022

Call to Order

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

Roll Call

Executive Director Fletcher 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 and Planning, Kelly O'Brien; 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.

Approval of Minutes

Ms. Palmer moved to approve the minutes for the November 22, 2022 Board Meeting, and the December 13, 2022 Committee Workshop Meeting. Mr. Eckelberry made a motion, and Ms. Gunsteen seconded. **Motion Passed.**

Public Comment

None

Monthly Treasurer's Report, Mr. Lewis, Chairperson

Mr. Lewis presented the Monthly Treasurer's Report for November 2022. Mr. Lewis motioned to approve the monthly treasurer report, Mr. Eckelberry seconded. **Motion Passed.**

Finance Committee, Mr. Lewis, Chairperson

Ordinance 22-07 Annual Tax Levy

Mr. Lewis reminded the Board of the annual tax levy ordinance that was presented at the Committee Workshop meeting and the finance committee recommends approval. Mr. Lewis made a motion to approve Ordinance 22-07 Annual Tax Levy, Mr. Eckelberry seconded the motion. Ms. Palmer asked for a roll call vote

Roll Call Vote:

Ayes: Palmer, Gunsteen, Lewis, Eckelberry, Stocks, Kasuba, Fagan

Nays: None

Absent: None

Abstain: None

Motion Passed.

Ordinance 22-09 Surplus Property

Mr. Lewis advised the board the finance committee recommends approval of the surplus property ordinance and referred to the report presented at the committee workshop meeting. Mr. Lewis motioned to approve Ordinance 22-09 Surplus Property, seconded by Ms. Gunsteen. Ms. Palmer asked for a roll call vote.

Roll Call Vote:

Ayes: Palmer, Gunsteen, Lewis, Eckelberry, Stocks, Kasuba, Fagan

Nays: None

Absent: None

Abstain: None

Motion Passed.

Purchase Orders Between \$6,000 and \$20,000

Mr. Lewis recommended approval of the purchase orders between \$6,000 and \$20,000 as presented to the Board. Mr. Lewis motioned to approve, seconded by Mr. Eckelberry. **Motion Passed.**

Planning Committee, Ms. Palmer, Chairperson

No Report

Building and Grounds Committee, Ms. Stocks, Chairperson

Splash Central Pool Dehumidifier Replacement

Ms. Stocks stated the building and grounds committee recommends hiring Ideal Heating for the amount of \$728,999 to replace the dehumidifier at Splash Central. Ms. Stocks motioned to approve of hiring Ideal Heating, seconded by Mr. Eckelberry. Ms. Fagan asked what the life expectancy of the new dehumidifier is. Mr. Fletcher responded that the current dehumidifier is the original one and that lasted 22 years and we hope the new one will last 25 years. **Motion Passed.**

Bartlett Aquatic Center Pool Heater Replacement

Ms. Stocks continued that as part of the capital improvement plan, the outdoor pool heater at BAC is scheduled to be replaced. The building and grounds committee recommends hiring Chicagoland Pool Management for the amount of \$51,376 to remove and replace the pool heater at BAC. Ms. Stocks made a motion to approve, seconded by Mr. Eckelberry. **Motion Passed.**

Recreation Committee, Ms. Fagan, Chairperson

No Report

Special Facilities Committee, Ms. Kasuba, Chairperson

No Report

Villa Olivia Committee, Mr. Eckelberry, Chairperson

No Report

Personnel Committee, Mr. Eckelberry, Chairperson

IAPD Credentials Certificate

Mr. Eckelberry reminded the board that IAPD requires the board to officially name delegates to their Annual Business meeting and Lori Palmer would be named as the boards delegate. Diana Gunsteen and Steve Eckelberry are listed as alternatives. Mr. Eckelberry motioned to approve the appointment, seconded by Mr. Lewis. **Motion Passed.**

Community Relations and Legislative Issues Committee, Ms. Palmer, Chairperson

Ordinance 22-10 Conveyance of Real Estate from the Village of Bartlett to the Bartlett Park District

Ms. Palmer explained that this topic will be moved to the January Board meeting.

Executive Director's Report, Ms. Fletcher

Bill List

Ms. Fletcher recommended approval of the December Bill List. Mr. Eckelberry moved to approve the Bill List as presented, and Ms. Gunsteen seconded. **Motion Passed.**

Staff Update

Ms. Fletcher shared an update on the open Golf and Winter Sports Operations Manager position. An offer has been made to a candidate and upon successful completion of a physical and background check, we hope to have this person starting on January 3rd. Ms. Fagan asked about the candidate's background. Ms. Fletcher responded that the candidate has a masters in sports management and currently works for Chicago Public Schools.

Superintendent of Recreation Report, Ms. Dasbach

New Programs for 2023

Ms. Dasbach detailed the new programs the district will be offering in 2023. Indoor Co-Ed Youth House Soccer League will be offered for ages 3 to 2nd grade. Tot Fun Open Gym was offered a few years ago and due to many requests is being offered again on Thursdays, January through March. Homeschool groups are excited about the new drop in Open Gym that will be offered on Tuesdays January through March. After losing a dance instructor, staff is excited to be working with a new instructor and offering not only Ballroom dancing, but Bollywood as well. Ballroom and Bollywood Dance Classes for youth and adults will be offered January through March of next year.

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

Bartlett Community Center Painting Project

Ms. O'Brien confirmed staff has completed the painting project at the community center. Staff worked with an interior designer to fade out the speckled teal color and pick new paint colors for an updated look. The new colors selected make the entrances pop and the lighting has been updated to LED as well. Ms. Kasuba commented that the red color for the gym entrance looks great and matches the colors inside the gym.

Superintendent of Business Services, Mr. Leninger

2022 Hiring in Review

Mr. Leninger summarized the busy year the Human Resources Department has had with recruiting, hiring, and onboarding staff. This year the district welcomed 11 new full-time employees, with 2 internal promotions, as well as 273 part-time employees. Staff is hopeful to fill 2 open full-time positions in the new year.

Superintendent of Special Facilities, Ms. Mix

Splash Central

Ms. Mix shared Splash Central will be offering open swim hours during winter break. The Bartlett Park District School Day Off camp plans to swim each day and 3 outside winter break camps will be coming to the pool as well. Staff is looking forward to a busy winter break at the pool.

Old Business

Mr. Eckelberry asked about the snow situation at Villa Olivia. Ms. Fletcher responded that they have made a lot of snow on the tubing hill and it is being groomed with plans to open on Christmas day. More snow is still needed on the ski hills and staff is hopeful to have the ski hills ready for lessons to start the following Monday. Ms. Gunsteen added that with the extended winter break this year there will be more opportunity for the ski hills to be open. Ms. Fletcher reminded the Board that last year, due to weather, the ski hills were only open one day during winter break and this year staff is hopeful to be open all break. Ms. Fletcher continued that staff

has been working making snow to establish a good base for when the temperatures go back up next week. Ms. Fagan asked how the snow guns have been working. Ms. Fletcher explained that they have been running for 3 days straight pumping up to 900 gallons of snow per minute, but several froze yesterday and went down. Staff will be taking a break from snow making to give the guns a rest and allow the ponds to replenish. Ms. Stocks asked about staffing for Villa Olivia and Ms. Fletcher reported they will have enough staff to open at least tubing on Christmas day.

New Business

None

Closed Session

Mr. Eckelberry moved to adjourn into Closed Session under Section 2(C)(21) of the Open Meetings Act, for the discussion of minutes of prior meetings lawfully closed under the Open Meetings Act, for the purpose of review or release of such minutes. Mr. Eckelberry made a motion, Ms. Gunsteen seconded, **Motion Passed**

Ms. Palmer asked for a roll call vote to adjourn into Closed Session

Roll Call Vote:

Ayes: Palmer, Gunsteen, Lewis, Eckelberry, Stocks, Kasuba, Fagan

Nays: None

Absent: None

Abstain: None

Motion Passed at 7:49pm

Reconvening of Board Meeting

Ms. Palmer called the meeting back to order at 7:52pm and called for roll. Commissioners answering present were: Lori A. Palmer, Diana Gunsteen, Theodore J. Lewis, Stephen Eckelberry, Susan Stocks, Dale Ann Kasuba, and Jody Fagan. Staff members present were: Executive Director, Rita Fletcher

Action Resulting from Closed Session

Mr. Eckelberry motioned to approve the release of Closed Session Meeting minutes from March 10th, 2015 and June 28th, 2022. All other closed session minutes are to remain closed at this time. Ms. Gunsteen seconded the motion. **Motion Passed**

Adjournment

There being no further business before the Board, Ms. Palmer moved to adjourn the meeting. Ms. Stocks made a motion, and Ms. Kasuba seconded. **Motion Passed at 7:53 PM.**

Minutes Approved by the Board on January 24, 2023.

By: Rita Fletcher
Rita Fletcher, Board Secretary