

BARTLETT PARK DISTRICT BOARD MEETING MINUTES TUESDAY, MARCH 28, 2023

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, Theodore J. Lewis, Stephen Eckelberry, and Jody Fagan. Commissioners Diana Gunsteen, Susan Stocks, and Dale Ann Kasuba were absent.

Staff members present were: Executive Director, Rita Fletcher; Superintendent of Parks and 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. Superintendent of Recreation, Kimberly Dasbach, was absent.

Guests: Felipe Mancera and Maria Medina

Pledge of Allegiance

President Palmer led the Pledge of Allegiance.

Presentations

Resolution 23-01 Recognizing Felipe Mancera for 20 Years of Service

President Palmer presented Resolution 23-01 Recognizing Felipe Mancera for 20 years of service to the Bartlett Park District in the Parks Department. Mr. Mancera is described as dedicated, reliable, and hardworking by those who have worked closest with him over the past 20 years. Mr. Mancera's problem solving skills have earned him the nickname "Second-Shift MacGyver" and saved the district time and money by fixing problems in-house. Mr. Mancera's positive attitude and great work ethic has been recognized by staff as a premier example of someone who truly enjoys what he does. Mr. Eckelberry motioned to approve of Resolution 23-01, seconded by Ms. Fagan. **Motion Passed.**

Maria Medina 15 Years of Service

Ms. Palmer presented Maria Medina with a letter from the Board of Commissioners thanking her for 15 years of service to the park district as a member of the custodial staff at Bartlett Community Center. Ms. Medina has performed at a professional level which demonstrates strong job knowledge and work-ethic. Ms. Medina is personal and flexible when needed to ensure patrons can enjoy their recreational activities with the district. The Board thanked Ms. Medina for her outstanding work.

Approval of Minutes

Ms. Palmer moved to approve the minutes for the February 28, 2023 Board Meeting, and the March 14, 2023 Committee Workshop Meeting. Mr. Eckelberry made a motion, and Ms. Fagan seconded. **Motion Passed.**

Public Comment

None

Monthly Treasurer's Report, Mr. Lewis, Chairperson

Mr. Lewis presented the Monthly Treasurer's Report for February 2023. Mr. Lewis asked if there were any questions, there were none. Mr. Eckelberry motioned to approve the monthly treasurer report, Ms. Fagan seconded. **Motion Passed.**

Finance Committee, Mr. Lewis, Chairperson

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

Mr. Lewis shared the finance committee recommends acceptance of the purchase orders between \$6,000 and \$20,000 and motioned for approval. Ms. Fagan seconded the motion. **Motion Passed.**

Planning Committee, Ms. Gunsteen, Chairperson

No Report

Building and Grounds Committee, Ms. Stocks, Chairperson

Trash and Recycling Service Approval

Mr. Eckelberry stated the Building and Grounds Committee recommends approval to hire Groot Waste Management for recycling and dumpster services in the amount of \$23,654 for a one-year contract. Mr. Eckelberry motioned for approval, seconded by Ms. Fagan. **Motion Passed.**

Apple Orchard West Pickleball & Basketball Court Project

The bid opening for the Apple Orchard West Pickleball & Basketball Court project were discussed at this month's committee meeting. Mr. Eckelberry reminded the board that the committee recommends hiring Evans and Sons Blacktop to complete this project for a total of \$245,201. The district has used Evans and Sons for similar projects and feel they are capable. Mr. Eckelberry motioned to approve of hiring Evans and Sons Blacktop, seconded by Ms. Fagan. **Motion Passed.**

Recreation Committee, Ms. Fagan, Chairperson

No Report

Special Facilities Committee, Ms. Kasuba, Chairperson

No Report

Villa Olivia Committee, Mr. Eckelberry, Chairperson

Drendel Property Management Agreement

Mr. Eckelberry reminded the board of the agreement with Drendel Property Management that expires March 31st, 2023. The committee recommends approval to renew the contract for \$38,625 for the next year from April 1st, 2023 to March 31st, 2024. Mr. Eckelberry motioned to approve, seconded by Ms. Fagan. **Motion Passed.**

Personnel Committee, Mr. Eckelberry, Chairperson

No Report

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

Village of Bartlett Joint Meeting

Ms. Palmer shared her feelings on the meeting with the Village of Bartlett Trustees, noting a good discussion was had and asked for other input on the discussion. Ms. Fagan added that it was wonderful and inspiring to discuss partnering with the village on further projects. Ms. Fletcher stated she will be meeting with the Village Administrator in May to discuss the direction of future plans.

Executive Director's Report, Ms. Fletcher

Bill List

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

Decennial Committee on Local Government Efficiency

Ms. Fletcher explained to the board the new law that was passed in June of 2022. The law requires units of local government, that levy a tax, to form a committee to study local efficiencies. The committee will need to consist of all park board members, two residents of Bartlett appointed by the board, and the Executive Director of the Park District. The committee will need to study the district's ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements and interrelationship with other governmental units and the state of Illinois. The committee is required to meet at least three times and the meetings are open to the public. Once the committee has met and researched the areas listed, they will decide if there is anything that needs to be reported to the county. Ms. Fletcher pointed out that the district has just recently gone through all of the policies and procedures through accreditation which will be helpful for this process. Also, IAPD will be creating a template that can be used when researching the listed topics. Ms. Palmer asked if the meetings of this committee could be included in the scheduled board meetings and Ms. Fletcher responded that was possible as long as the topic was listed on the agenda. Ms. Fletcher asked the board to consider residents that could be appointed to this committee.

2023-24 Goals & Objectives

Ms. Fletcher asked the board to review the goals & objectives for the coming fiscal year and shared any feedback or things that would like to see added.

Superintendent of Recreation Report, Ms. Dasbach

No Report

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

Parks Department Spring Update

Ms. O'Brien provided an update on the Parks department's preparation for spring. Staff is working on removing snow fencing and repairing turf damage from snowplows, as well as preparing athletic fields and putting up tennis court nets. Additional garbage cans are being placed out and park inspections are being completed. Golf Course staff is busy cleaning up the course and preparing for a busy season. Ms. O'Brien shared that staff was finally able to get the pond level lowered with help from the village to clear the drains of tree roots.

Superintendent of Business Services, Mr. Leninger

Electricity Rates

Mr. Leninger informed the board the district has used NIMEC to assist with brokering electricity rates for nearly twenty years. By using a group bidding pool, the district is able to leverage the lowest possible rates from electricity providers. Utility rates have gone up significantly since the last 3-year contract the district signed and after the bidding process for a new contract, there will be a 12% increase in price of electricity. The district has decided to sign a one-year contract in the hopes that pricing will do down next year and the district can then consider a longer-term contract for electricity. Mr. Leninger also noted that the district has been able to create savings from projects like the change out to LED lighting.

Superintendent of Special Facilities, Ms. Mix

Aqua Egg Hunt

Ms. Mix reviewed the plans for this year's Aqua Egg Hunt and the interest so far. 153 kids have registered for the event and some age groups have a wait list. Staff is collecting prizes and looking forward to another great event.

Superintendent of Villa Olivia, Mr. Pierobon

Villa Olivia Winter Sports Report

Mr. Pierobon presented the Villa Olivia Winter Sports Report for the 2022-23 Season. The season was severely impacted by weather which caused the hills to only be open 30% of the regular season and skiing only available 16 days. Some good news was that tubing saw only 400 less guests than last year with an increase in revenue due to rate increases for this year and increased available hours. Group lessons saw a huge decrease because of uncertainty of available slopes. The season finished with a total profit of \$225,102.69 with weather being the major impact on profits. Ms. Palmer asked about the ski patrol volunteers and how hard it is for us to get volunteers for those positions. Mr. Pierobon responded that we have had a lot of returning ski patrol volunteers and this year we assisted some new ski patrol volunteers with equipment for their training with the hopes they will then join us next year.

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 Ms. Fagan seconded. **Motion Passed at 8:02 PM.**

Minutes Approved by the Board on April 25, 2023.

By: *Rita Fletcher*
Rita Fletcher, Board Secretary